

**GREENFIELD CEMETERY DISTRICT  
REGULAR MEETING  
FEBRUARY 16<sup>th</sup>, 2025  
5:30 PM @ 618 APPLE AVE (LIONS HALL) GREENFIELD, CA 93927**

**CALL TO ORDER:**                      **TIME:** \_\_\_\_\_                      **Adjourned:** \_\_\_\_\_

**ROLL CALL:** David Kong (Chair), Beatriz Diaz (Clerk), Raul Rodriguez, Clara Valdivia.

**PUBLIC COMMENTS:** Members of the public will be afforded the opportunity of a **3-minute** public comment *for and to present items not on the agenda* and may do so when the board opens public comments. “The board will normally not respond to public comments.” *If an item is already on the agenda and you want to make a public comment, please save your comment and make it when the public comment for the item is presented.*

**1. Public comments:**

**2. Approval of Minutes for January 19<sup>th</sup>, 2026**

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

**3. ADMINISTRATIVE ASSISTANT + PROJECT MANAGER REPORT – JANET THORP:**

**A.** The oral report will be presented by Janet Thorp

**B.** Board Comments & Questions

**C.** Public Comments

**D.** Final Comments

**4. MANAGER REPORT – JOHNNY MATA:**

**A.** The oral report will be presented by Johnny Mata

**B.** Board Comments & Questions

**C.** Public Comments

**D.** Final Comments

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

**5. GREENFIELD CEMETERY DISTRICT GUEST ACTION ITEMS**

- The board will discuss LAFCO candidates for Independent Special District.

**A.** The item will be presented by candidates in attendance or per statements read.

**B.** Board Comments & Questions

**C.** Public Comments

**D.** Final Comments

**Motion Adopted:** Yes or No

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

**Motion Adopted:** Yes or No

**6. GREENFIELD CEMETERY DISTRICT DISCUSSION ITEMS**

- The board will discuss security cameras at the cemeter(ies).

**A.** The item will be presented by David Kong.

**B.** Board Comments & Questions

**C.** Public Comments

**D. Final Comments**

- The board will discuss revisiting purchasing property for expansion behind the Greenfield Cemetery located at 917 Elm Avenue.
  - A. The item will be presented by Raul Rodriguez
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**7. GREENFIELD CEMETERY DISTRICT ACTION ITEMS**

- The board will discuss cemsites and the possibility of adding an account based on the following quote.
  - A. The item will be presented by David Kong/Beatriz Diaz.
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**Motion Adopted:** Yes or No  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_  
**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_  
**Motion Adopted:** Yes or No
  
- The board will discuss the goodwill program potentially working at the cemetery.
  - A. The item will be presented by Johnny Mata.
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**Motion Adopted:** Yes or No  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_  
**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_  
**Motion Adopted:** Yes or No
  
- The board will discuss the gate at the front and quote(s).
  - A. The item will be presented by Johnny Mata
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**Motion Adopted:** Yes or No  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_  
**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_
  
- The board will discuss the cemetery convention and possible attendees.
  - A. The item will be presented by David Kong
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**Motion Adopted:** Yes or No  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_  
**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

- The board will discuss the manager’s evaluation/approve a template or method.
  - A. The item will be presented by David Kong
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**Motion Adopted:** Yes or No

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

- The board will discuss a hiring policy and approve a potential method per pass hiring’s process: advertise, application, interviews, board approval, and manager input.
  - A. The item will be presented by David Kong
  - B. Board Comments & Questions
  - C. Public Comments
  - D. Final Comments

**Motion Adopted:** Yes or No

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**AIF:** \_\_\_\_\_, **Any Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

**8. EXPENSE SHEETS**

- The board will review the expense sheets attached to the agenda’s for the last month.

**9. FINAL BOARD COMMENTS:**

Each member of the board will take 1 minute to finalize comments and introduce items for March.

**The agenda can also be located and downloaded at our website:**

<https://www.greenfieldcemetery.org/>

**NEXT REGULAR BOARD MEETING MARCH 16TH, 2026.**

Board Members: David Kong, Beatriz Diaz, Clara Valdivia, Raul Rodriguez.