

**GREENFIELD CEMETERY DISTRICT
MINUTES
JANUARY 19TH, 2026
5:30 PM @ 618 APPLE AVE (LIONS HALL) GREENFIELD, CA 93927**

CALL TO ORDER: TIME: 5:30 PM Adjourned: 6:47 PM

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

- David Kong, Raul Rodriguez, and Clara Valdivia all responded with here when prompted. Beatriz Diaz was excused.

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:** No public comment was made when prompted.

2. **Approval of Minutes for December 15, 2025.**

Motion by: Raul Rodriguez made a motion to approve the minutes. **Seconded by:** Clara Valdivia seconded the motion.

Motion: The motion was unanimously carried with all board members stating “aye” when prompted.

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

A. The oral report will be presented by Janet Thorp

- Website Update: 3228 views were reported as of the afternoon of 1/19/2026.
- PRA – Public Records Request – Last meeting there was a public records request which was answered with help of the attorney.

B. Board Comments & Questions

- Raul Rodriguez prompted for the response to the record request.
- Janet responded with the individual got what they were obligated to in response with help from the direction of the lawyer.
- Raul prompted further with the following questions: “The things they requested is all we have to give to your understanding?”
- Janet responded with: She worked with the District attorney on what was requested, so yes.
- Raul further prompted about a written policy. He states it’s very important to him to establish.

C. Public Comments

- Lydia Guterrez asked about the hiring process and for rules to be respected.

D. Final Comments

- David went on to respond with the process previously used when management was hired back earlier to mid-year.

4. **MANAGER REPORT – JOHNNY MATA:**

A. The oral report will be presented by Johnny Mata

- Between this meeting and last there was 6 full body burials, 1 ash burial.
- Cleaned up in the back at the Oak Park Cemetery – the trees.
- Stated he ran some new lines to some broken lines that were broken over at the cemetery.

- With the rain that was had the Oak Park Cemetery looks good still, but there's no water currently there.
- Fixed the riding lawn mower, changed the oil, put a new battery, and the blades were still fine. In working condition.
- Four headstones were put in at the Cemetery by the church. It's been raining so that process has been slower.
 - Stated there would be two more full body burials the up and coming weeks.
- B. Board Comments & Questions**
 - David stated that he went out to the cemetery on Friday to the service and to understanding he stated something about the set up looking good.
- C. Public Comments**
 - Lydia Guterrez inquired about the front gate that the Cemetery.
 - Johnny responded back that the board would approve the possibility of quotes from R-G Fabrication.
- D. Final Comments**
 - Raul stated that we should put it on next month's agenda.
 - Raul prompted about whether the gates were open on Sunday's or night.
 - Janet questioned about the dates so she can make an update.

5. GREENFIELD CEMETERY DISTRICT DISCUSSION ITEMS

- The board will discuss the up and coming Cemetery Convention and scholarship deadline.
 - A. The item will be presented by David Kong**
 - David stated there is and up and coming Cemetery convention with the California Association of Public Cemeteries. It's going to be March 19th through the 21st. It's going to be in Anaheim California. He passed out scholarship information. The deadline for the scholarship was at the end of the month if anyone is interested. Fill out the application and send it in. The catch is that if you get the scholarship you have to go, if not they're going to charge the District.
 - B. Board Comments & Questions**
 - Janet prompted the board about the possibility of a Board Stipend being passed in the past for conferences or event expenses.
 - David stated he believed so.
 - Janet stated that it was somewhere around \$1,000.00 per person.
 - C. Public Comments**
 - No public comment was made on this item.
 - D. Final Comments**
 - David stated any further comments or conversation would continue next meeting.

6. GREENFIELD CEMETERY DISTRICT ACTION ITEMS

- The board will discuss a generator for the Cemetery District.
 - A. The item will be presented by Johnny Mata.**
 - Johnny stated that it would be nice to have a generator so that batteries could be charged. If the board was interested in that possibility. Stated that he found one quote for around \$1,800.00.
 - B. Board Comments & Questions**
 - David inquired whether it was a generator or if there was a possibility for solar.
 - C. Public Comments**
 - No public comment was made.
 - D. Final Comments**

- Raul prompted whether or not the board could approve \$1,000.00 and if he gets one for under that price than it'd be great.
- Clara prompted about the \$1,800.00.

Motion Adopted: Yes

Motion by: Raul Rodriguez made a motion to allow Johnny Mata to spend up to \$1,000.00 on a generator. Anything more needs to come back to the board. **Seconded by:** Clara Valdivia seconded that motion.

Motion: The motion was unanimously carried when prompted.

- The board will discuss dump trailer and any updates in regards to a possible purchase; quotes.
 - A. The item will be presented by Johnny Mata
 - Johnny stated that he found a dump trailer that the board could go on when it comes to a payment plan around \$145.00 or so a month. They were around \$3,800.00, by voice. These would be new.
 - B. Board Comments & Questions
 - Raul stated that seemed reasonable due to the brush and tree's he was cutting down. The trailer would serve a lot of use as long as one took care of it. Asked Johnny to get information so the board knew what they would need to apply for credit.
 - C. Public Comments
 - No public comments were made.
 - D. Final Comments
 - No further comments were made.

Motion Adopted: No

- The board will discuss the burying of vaults in the back finishing off Block new J.
 - A. The item will be presented by Johnny Mata.
 - Johnny stated there were around 10 vaults in the back that still were not buried. They were repainted but they're being damaged by people scraping them and they've been spray painted before.
 - B. Board Comments & Questions
 - The board agreed it was a good idea to do as soon as possible.
 - C. Public Comments
 - No public comments were made.
 - D. Final Comments
 - Johnny stated that he'd need the big tractor (backhoe).
 - Raul prompted once more about how many vaults.
 - Johnny stated 10 doubles and 4 singles.
 - Raul stated that once those were buried and actual count could be made about how many graves were potentially available and they could estimate how many years they cemetery would have.
 - Janet questioned about the number on the map and if Johnny would continue on with the numbering as it was already established. For example: 89 would it go to 90 and so on?

Motion Adopted: No

- 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
 - Raul stated the board had touched on this in the last couple months. He stated that the board would need to decide whether they would like to

pursue the 2 acres behind the Greenfield Cemetery. Raul stated that it's been appraised at around \$650,000.00. He went on to say there aren't a lot of appraisers and then asked the board if they'd be willing to make an offer or bring it up again with the Church, and see if it's affordable. He stated obviously they needed to look at the funds.

B. Board Comments & Questions

- David Kong stated that the key is to make sure that the assessment needs to be...
- Raul interjected that he feels like it's pretty accurate. He suggested offering around half, to give the church something to think about.
- Clara Validvia stated that there is a new bishop coming in in February. She admitted she approached one of the priests. He said that the current priest will be seven more years.
- Raul stated that everything goes through the diocese business department. Their business department even though they're a Catholic Church they want as much money as they can get. "Even though we bury the local community and the petitioners from the Church. I don't think they're going to give us a break." He states in the conversations with them there's no mention of working with them. He states the residents in Greenfield don't like to go to the park cemetery. If it gets to that point though he states there's no choice.
- Clara inquired about whether or not there was room on the sides on the alleys.
- Janet stated that originally Clara had communicated the board had approved adding new plots to the far left if facing South which would be near the church fence and far right near the fence of Los Ositos. She went on to explain she didn't know if that was approved or not that was to the board's discretion. Also didn't know what was approved in the past.
- Raul states the board has been hesitant to commit to that and drawing a new map because there's been hope that the Church will sell the property.
- Clara stated that there is a little cushion on both sides and asks why we wouldn't try and expand.
- Raul states in his opinion that he doesn't think the board is going to be interested in certain offers. If the board wants he could communicate with them again. The reality is there is land at the Park Cemetery. If the community wants to stay there than let them pressure the Church.

C. Public Comments

- No public comment was made.

D. Final Comments

- Johnny Mata said he's been working at the other cemetery in order to maybe get individuals to go out to the Oak Park Cemetery.
- Janet asked the board if they've ever considered fundraising or applying for a grant in order to purchase the land. Goes on to state the board has been discussing this topic for at least the last two years that she's been working for the District.
- Raul stated it was a good question and goes on to speak on behalf of the board by saying they weren't sure that they were going to commit getting the money. Goes on to say that the community could pressure the church.
- Clara stated that she suggested a lot of things on behalf of this property when it comes to the community and getting the public involved.

- David states that maybe we could continue to discuss it and have a meeting to get the public involved.
- Raul disagrees and says he doesn't think the board is there yet. He'd like to get the board to get some financial information from the accountant and put a call into the Diocese to see who's in charge and let them know the board's tried to do this in the past. The call would be to see if they're interested in the conversation.
- Clara expressed interest in Raul calling.
- Raul said that he'd give them a call and get some financial information.
- Clara said she liked Janet's idea.
- Raul stated they'd have to look into the conditions on what the board would have to do in order to get those types of grants.

Motion Adopted: No

- The board will discuss possible drug testing for liability purposes and background checks for future and existing employees.
 - A. The item will be presented by David Kong/Raul Rodriguez
 - Raul Rodriguez stated the conversation last month came up about drug testing and the board seemed to be in agreement with that. Raul wanted to add the background check. It makes a lot of sense to do drug testing and get background checks for new and existing employees.
 - B. Board Comments & Questions
 - David stated that he thinks that it's a little late for existing employees they're already here.
 - Raul states that he didn't know if maybe they could ask the attorney and see if that's something that could be done. Or if there was maybe a policy that could be established on a certain date that it could start happening because it wasn't in a previous contract.
 - David responded that we would in fact have to discuss it with legal counsel.
 - Raul stated that he agreed and if we can't its fine. Goes on to state he doesn't think contracts have been signed. Was unsure about the status of the handbook.
 - David inquired about whether the handbook states anything about drug testing after Clara states the handbook was completed.
 - Janet responded that the handbook is out to all employees for their review. It does have something in regards to drug testing, but nothing about background checks for existing employees. She was wondering what inspired that.
 - Raul states that usually there is a policy for both and if something comes up if the board/district has a right to do one. Things happen and could we do it retroactively.
 - C. Public Comments
 - Jim Thorp inquires about an existing contract and if anything needed to be signed with existing employees.
 - Janet responded that she didn't sign anything. Johnny said he didn't sign anything.
 - Raul stated he was under the impression that the attorney was drawing one up.
 - Janet states that there was a handbook being drawn up, but not a contract.
 - Jim asks what the board meant when they expressed other people do these tests.
 - Raul states dollar tree does it and extensive one. A lot of trucking companies focus on drug testing. Corporations do testing. 90% do at least one or two.
 - Jim asked if Raul does background checks with his employees.

- Raul states he doesn't do them no. He also doesn't do drug testing. He states they're working on a handbook and employment contracts. States he thinks the employment is at will. Goes on during public comment to make his motion.
- Lydia Guterrez states that she does think that they should do drug testing and not wait a year or two. If they go to a different job that it'll pass on in a good way.

D. Final Comments

- David states that he could see it for future employees.
- Raul states that the lawyer could advise them of current employees at another time. He's just making this up, but if there was an employee that smelled like alcohol and they wanted to drug testing. They can't do it if there was no policy. It wouldn't make a lot of sense. Or we can't do it if they already hired them if something came up. Hopefully that never happens, but he thinks the board should be able to.
- Raul wants an employment contract from the lawyer.

Motion Adopted: Yes

Motion by: Raul Rodriguez states that the board approves background checks and drug testing for future employees. **Seconded by:** David Kong seconds that motion.

Motion: The motion was carried unanimously when prompted with all board members stating "aye".

- The board will discuss and schedule and evaluation process for employees and what forms will be used.
 - A. The item will be presented by Raul Rodriguez.
 - Raul Rodriguez says that they've been talking about the evaluation for months. Says David brought some evaluation forms from a conference and he says that's exactly what he needed that the managers have been with us nearing a year. He states that he thinks that he feels the managers would want to have the evaluation for goal setting and notes. He goes on to say he doesn't know what the hesitancy has been to approve it.
 - B. Board Comments & Questions
 - David stated that the form had not been approved.
 - Raul stated that the one he sent the board was pretty simple and he has a copy of one of the evaluation forms. The one he liked was four pages long with excellent, needs improvement, and so on. He thinks that this along with some goal setting would help them a lot with direction. He wants the board to state what the goals for 2026 happen to be and how they did 2025. Where do they need to improve? He says they've been talking about it for months.
 - David states that it's a constructive process.
 - Raul states in the past they haven't done that and they haven't evaluated employees. He wants to adopt it today.
 - C. Public Comments
 - Jim Thorp stated that this looks just like another way for the board to attack employees that they don't like which is what consistent with what this board has been doing the last couple months. States that if Mister Rodriguez – retaliatory Raul when he has a disagreement with Bea he attacks her grandson. When he has a disagreement with me he attacks my daughter, so this just looks like a way for him to eliminate and Clara you're part of it. They want to eliminate employees that you don't want to work for you. States he thinks it's a bad idea. It just gives the process to say you're not doing a good

job we're going to get rid of you. States that Raul doesn't need much to do that.

- Lydia Guitierrez states she agrees with them because that's exactly what's going on.
- Jim states he feels sorry for Mister Kong because he has to deal with these two people because they're not good people. He hates to say it cause they were both good friends of his.

D. Final Comments

- David Kong says all he's going to say is he's hoping it's going to be constructive. When he goes to the workshops and he says the process isn't to punish people or get rid of them. There's a way of doing it to make it be respect. He says they're not here to punish people or get rid of them. He hopes that's the process.
- Raul says the form that was sent was three pages and it's meant to help the employees. He says he's not sure why they'd use it to hurt the employees. He doesn't see that the board would do that. He said that it's unfortunate that the former board member feels that way. He doesn't think that they're bad people, but everyone is deserving of their opinion. He says he's completely shocked. They've been together as a board for a while and it's too bad the feelings are had from an ex-board member. Raul says that evaluations are usually a part of the job and his claim is he knows the board and says he doesn't think they'd use it to punish someone. Claims that he's 99% sure it'll go well.
 - Jim stated that he mused have forgotten about the last meeting.
 - Lydia Guitierrez suggests the committee needs to come together and not be at one another's throats. States Raul isn't there and he doesn't have eyes or ears and there is two people getting together and pushing things on other people. She hopes that the board hopes they could open eyes and ears.

Motion Adopted: Yes

Motion by: Raul Rodriguez made a motion to adopt the evaluation he brought to the meeting for the employees. **Seconded by:** Clara Valdivia seconded that motion.

Motion: The motion was unanimously carried when prompted. David however said he'd look at putting something together at the end of the motion.

- The board will discuss the possibility of having the Greenfield Cemetery District as a separate board with five members on its own per last meeting.
 - A. The item will be presented by David Kong.
 - David Kong stated that he had a meeting with supervisor Lopez a couple months ago. He states before any decision is made that he'd like to be a part of a board workshop and talk about the role of the board and the members. It's all to the pleasure to the board. He could move ahead and do whatever they'd like.
 - B. Board Comments & Questions
 - Raul states that it doesn't surprise him and that it's normally what is done the board goes through training.
 - In the past David stated this was supposed to be an experiment. He says this board. He tries to work and work with everyone equally. He's quietly talking to people individually and wants to do things low key. He thinks the public likes for everyone to be in disagreement. The board ahas

responsibility to the community and the employees and try to do the right thing.

- Raul's comment is that as long as we communicate the board can get through it because disagreements happen sometimes but a board has to work through it. If Chris Lopez wants to talk to us he can and he thinks training is a good idea.
- David suggested having a board member handbook. People don't talk over one another and don't disrespect one another. No personal attacks.
- Raul states the more he thinks that the board stays as they are and if someone wants to resign they can resign. He says David's been generous and patient. The board has been accused of a lot of things but we've got through it. Some of us should be at work. We volunteers. And when they get attacked and get called bad people. States he loves Greenfield, just as much as anyone else. States the Rec board was so dysfunctional that it was bad. He wasn't on the Rec District, but the Rec District was so bad that they were asked. He states they can't let him down. He wants to make an effort to regroup.
- Clara states she feels bad about the comment. She is here for the community. States she's been on the board for a little bit. Her experience is that she's a caregiver for twelve years. To her it's offensive. She's never considered herself to be a bad person. She doesn't see herself. She doesn't think she would be a caretaker. She said she's very sorry that the feeling is on her. Everyone has her opinion. She's going through medical problems.

C. Public Comments

- Jim Thorp in regards to Raul's statement about not attacking one another. He asks what he would call what he did to him last Cemetery meeting Raul? States he could have called him and asked him what happened other than attacking him at a board meeting. It's exactly what he did. He goes on to say he can say that the board shouldn't attack one another, but it's exactly what he did. He also says he should practice what he preaches.
- Daisy Mares states that it's true. The board should discuss the issues and problems with one another. It should never be out to the public. None of us should know. Not even the managers. It shouldn't come out here. People from here are going to go and spread the information like fire and it's going to not translate accurately. Every issue and problem should be discussed. She heard that Jim stepped down. She asked him why?
- Jim stated there are people they won't work with.
- Daisy said that she's heard a lot of good things about him and his daughter. It should be discussed between the board. It should be discussed between the board and even her because she's doing the minutes (Janet). This is her opinion.

D. Final Comments

- Raul states that David checked in with the lawyer. Raul said that it wasn't a choice of theirs to address certain issues in public. The positive about that is that it wasn't behind closed doors. If he thought anyone in the public thought he was attacking someone they could form that opinion. The other issue is that if there's an issue being talked about with David he can't call a third person it's a brown act violation. States the lawyer will advise. The public was here there is nothing to hide.
- Daisy stated it was upsetting.

- Raul states that he would like to let Chris Lopez know we would like to do training.
- Daisy said training does not hurt. For example her boss was focusing on her until training happened. She came back a totally different person.

Motion Adopted: Yes

Motion by: Raul Rodriguez made a motion to contact Chris Lopez and do training.

Seconded by: Clara Valdivia seconded the motion.

Motion: The motion was unanimously carried by everyone stating “aye” when prompted.

- The board will discuss rainy days and a potential policy with site hours, overtime hours and adoption of proposal of winter hours (staffing/employees).
 - A. The item will be presented by David Kong/Raul Rodriguez.
 - David Kong stated that it’s just for the employment hours. He changed the date and updated it and took out the draft. It’s been seen for the last couple months. Right now, the normal hours are from 7:00 PM to 4:00 PM. Sunday’s are a non-work day. Continued to read the whole document to establish the employee hours. Communicated that if overtime hours were not conveyed hours may not be paid as well. Communication about non-work days also need to be communicated as well. There was confusion in the past but he hoped that it was straight forward.
 - B. Board Comments & Questions
 - Raul Rodriguez stated that what was important to him is that the rainy days need to be planned. He brought up the park during the cemetery meeting again. Stated they’ve never requested plans and his opinion was that they’ve never done this before. His opinion is their implementing accountability and there will think that’s where there could be push back. What the board is trying to do is very fair. States when it’s raining they can’t work outside. Says the board is trying to think ahead.
 - C. Public Comments
 - Anival states that for the park that he’s contacted the work alternative program if they want to work in the rain they do work, if there is work. There’s always a lot of things to do. They get stuff done. It’s easier to rake leaves that are wet.
 - A man came in and said that he got paid for a plot twice in 2016.
 - Jim States that the only thing he see’s wrong with this is having these guys collaborate and trying to trade employees. He thinks it’s opening a door for disagreement between the two managers and another reason he doesn’t think the same five people in charge of the District’s is a good thing.
 - D. Final Comments
 - David states this is direction to the managers. It’s the leeway to have the workers work in doors and so on.
 - Janet states this is just for the park.
 - Johnny says he’s okay with that.
 - David stated that the reason this happened in the past was to get enough hours.
 - Raul says he likes the clarification. Says it’s always a positive to collaborate. If Johnny is out. Says Anival could help to do burials. He says that collaborating is a positive.

Motion Adopted: Yes

Motion by: Raul Rodriguez made a motion to adopt the proposal David Kong presented to the board. **Seconded by:** Clara Valdivia seconded the motion.

Motion: The motion was unanimously carried by all board members stating “aye” when prompted.

7. **EXPENSE SHEETS**

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

8. **FINAL BOARD COMMENTS:**

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

- Daisy Mares Telles suggested we discuss cameras.

9. **CLOSED SESSION:** PUBLIC EMPLOYEE (Gov Code section 54957(b).) Title: Employee Discussion

10. **THE BOARD WILL OPEN THE MEETING BACK UP AND REPORT WHAT HAPPENED IN CLOSED SESSION & MAKE ANY MOTIONS AS NECESSARY.**

- The meeting was opened back up and there is nothing to report.

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

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

NEXT REGULAR BOARD MEETING FEBRUARY 16, 2026.

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