

GREENFIELD CEMETERY DISTRICT
REGULAR MEETING MINUTES

June 15, 2026 at 5:30 PM

Lions Hall
618 Apple Ave.
Greenfield, CA 93927

CALL TO ORDER: TIME: 5:30 PM

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

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 make your comment when the public comment for the item is presented.

Public Comments: Jose Almanza asked if he could install a vertical headstone in the cemetery. Clara Valdivia will contact him to discuss the issue with him. (Please note that the cemetery district has not allowed vertical headstones due to the difficulty of moving them when necessary). Dorthy Telles asked if more benches will be allowed near the plots. Dorthy Telles contact number is (831) 261-1466. Carmen Castillo if autos should be allowed inside the cemetery due to traffic problems that occur when too many cars are on the cemetery grounds.

II. Approval of the Agenda:

Motion by: Clara Valdivia Seconded by: David Kong
All In Favor: 4 Any Objections: 0 Any Abstentions: 0

III. Approval of Minutes for May 18, 2026

Motion by: Clara Valdivia Seconded by: David Kong
All In Favor: 4 Any Objections: 0 Any Abstentions: 0

IV. DISCUSSION ITEMS:

A. Cemetery Managers Report: There were two full body burials, June 4 and June 11. Three headstones were installed on June 1, 6 and 8th. The bulletin board was installed at the Oak Park Cemetery. The gate was repaired at the Catholic cemetery. Sprinklers were repaired at both cemeteries. Watering is happening every

other day. Three workers from the county work alternative program are working. Straps, accordion chairs, master device and a canopy need to be ordered. Board requested a price for this equipment. Ride along mower will be serviced.

Beatriz Diaz requested total income for burials. Beatriz Diaz asked about a waiver if persons participate in headstone installment. Beatriz Diaz asked if fence boards will be installed. Beatriz Diaz asked if the plot locations are being recorded on map and receipts. Raul Rodriguez suggested the manager buy low cost items, under \$500 without board's permission.

B. Administrative Assistant Report: Tabled until next month due to her absence.

C. Board Members Visits: Nothing to report.

V. ACTION ITEMS:

A. Employee Evaluation/Review: The board will discuss and take action on conducting an evaluation and performance review of the cemetery manager.

There was no public comment.

During board comments, it was suggested the evaluation take place one hour before the next meeting with use of the evaluation forms that were approved by the board months ago.

Motion Adopted: Yes

Motion by: Clara Valdivia Seconded by: Raul Rodriguez
All In Favor: 3 Any Objections: 0 Any Abstentions: 1

B. Safety Training: The board will discuss and take action on providing training for the staff. Raul Rodriguez reminded the board the importance and urgency of providing training for our employees. The issue had been discussed for months and Raul Rodriguez has offered training options, but the board has yet to take any action.

During Public comment Dorthy Telles suggested we get OSHA training. Jim Thorp suggested we look at training through Zoom.

During board comments, David Kong indicated he will check with our insurance to see if they provide any training. Raul Rodriguez suggested we provide safety vests to be worn by all employees all the time.

Motion Adopted: Yes

Motion by: Raul Rodriguez Seconded by: Clara Valdivia
All In Favor: 3 Any Objections: 0 Any Abstentions: 1

C. Water Dispenser: This item was tabled.

D. New Board Member: The board discussed the process of adding a new board member.

During public comment, Dorthy Telles suggested we get the right person.

During Board comments, it was suggested the board gets clarification on the next steps to name a board member before taking action. No action was taken on this item.

E. Admin Purchase Budget: This item was tabled due to absence.

F. Cemetery Conference: The board will discuss and take action on two or three board members attending the cemetery conference.

There was no public comment.

During board comments, it was suggested Johnny Mata, David Kong and Clara Valdivia attend the conference.

Motion Adopted: Yes

Motion by: Clara Valdivia Seconded by: Raul Rodriguez
All In Favor: 3 Any Objections: 0 Any Abstentions: 1

G. Generator purchase: The board will discuss and take action on the purchase of a generator to provide electricity at the cemetery.

During public comment, there was a question asking if solar energy could be used.

During board comments, Clara Valdivia indicated there is a generator available at Costco for \$599. There was a motion by Clara Valdivia to purchase the generator.

Motion Adopted: Yes

Motion by: Clara Valdivia Seconded by: Raul Rodriguez
All In Favor: 3 Any Objections: 0 Any Abstentions: 1

H. Flag Poles: The board will discuss and take action on providing lights for the flags at both cemeteries. Johnny Mata indicated he will need to buy lights and use a mechanical lift to install the lights. He also indicated it's important we provide the lights.

During public comment, Carmen Castillo suggested we ask the local veterans to help.

During board comments, Clara Valdivia made the motion to approve the cost of lights and lift rental.

Motion Adopted: Yes

Motion by: Clara Valdivia Seconded by: David Kong
All In Favor: 3 Any Objections: 0 Any Abstentions: 1

VI. FINAL BOARD COMMENTS:

Raul Rodriguez reminded the board that the board did not allow vertical headstones in the past because it is very difficult to move a vertical headstone without damaging it.

VII. CLOSED SESSION: There was no action to report.

Meeting Adjourned: TIME: 6:30 p.m.

Agenda can be downloaded on our website:

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

NEXT REGULAR BOARD MEETING July 20, 2026.

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