

**GREENFIELD PUBLIC RECREATION DISTRICT
REGULAR MEETING
MONDAY NOVEMBER 17TH, 2025
6:30 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, James Thorp

PUBLIC COMMENTS: Members of the public will be afforded the opportunity of a **3-minute** public comment *for 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. CLOSED SESSION: PUBLIC EMPLOYEE (Gov. Code section 54957(b).) Title: Informal Review – Management/Employee

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

4. Approval of Minutes for October 20th, 2025.

Motion by: _____ **Seconded by:** _____
AIF: _____, **Any Objections:** _____, **Any Abstentions:** _____

5. 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

6. MANAGER REPORT – ANIVAL MIRELES:

- A.** The oral report will be presented by Anival Mireles.
- B.** Board Comments & Questions
- C.** Public Comments
- D.** Final Comments

7. PUBLIC RECREATION DISTRICT BUSINESS

- The board will briefly discuss the updated employee handbook modified by Janet via board discussion last meeting.
 - A.** The item will be presented by Janet Thorp.
 - B.** Board Comments & Questions
 - C.** Public Comments
 - D.** Final Comments

- The board will discuss adding a consent agenda policy to the meeting for future use.
 - A.** The item will be presented by Raul Rodriguez.
 - 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 joining CPRS – California Parks & Recs Society
 - 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 Lions Hall and review a quote for the electrical panel replacement.
 - A. The item will be presented by James Thorp.
 - 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 basketball court and striping portion of the project.
 - A. The item will be presented by Janet Thorp/James Thorp.
 - 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 previous arborist Daniel's payment per last meeting. The bill was estimated at \$895.00. Discuss possible updates.
 - A. The item will be presented by Janet Thorp/Raul Rodriguez.
 - 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 review the job description for Janet Thorp per discussion last board meeting and potentially adopt the description.
 - A. The item will be presented by Janet Thorp.
 - 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 possible employee gift for the employees for Thanksgiving/Christmas of a suggest \$100.00.
 - A. The item will be presented by 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: _____

- The board will discuss implementing SDI for District Employees.
 - A. The item will be presented by Janet Thorp.
 - 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 modification to by-laws and the District's regular meeting date/policy.
 - A. The item will be presented by Janet Thorp.
 - 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 November.

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

<https://www.gfoakpark.org>

NEXT REGULAR BOARD MEETING DECEMBER 15TH, 2025

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