



Nevada Cemetery District
10523 Willow Valley Road
Nevada City, CA 95959
Phone 530-388-8199
Nevadacemeterydistrict.com

PUBLIC NOTICE

for the

NEVADA CEMETERY DISTRICT

of the
July 2026 REGULAR BOARD MEETING

for the
BOARD OF TRUSTEES

on
Friday, July 17, 2026, 1:30 P.M.

at the
**Nevada Cemetery District
10523 Willow Valley Rd., Nevada City, CA 95959**

Minutes*

Please note the time and meeting location above.

A. Board call to order - Public Session @ 1:32 pm

B. Roll call:

Trustee Jones- present
Trustee Mertens- present
Trustee Ritti- present
Trustee Sharkey- present
Trustee Ward-present

C. Public comment

Members of the public shall be allowed to address the Nevada Cemetery District Board of Trustees on items which are of interest to the public and which are within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Ralph M. Brown Act, California Government of Section 54954.2, subdivisions (a)(3) and (b). To comment during the meeting, the public may attend in person, and/or prior to the meeting, the public may submit comments by writing the Board, or by email to the Board Chair at: **phil.ritti@gmail.com**

The following procedures shall be in effect regarding the public's exercise of this right:

The total amount of time allotted for receiving such public comment may be limited to not less than 15 minutes during any regular Board meeting. The Chair may limit any individual to not less than 3 minutes. Time to address the Board will be allocated based on the order of requests received. Not all attendees may be allowed to speak if the total time allocated expires. The Board may not allow the public time to speak on an item which was previously considered by a Committee of the Nevada Cemetery Board of Trustees if an opportunity for public input was afforded at that meeting. (Government Code Section 54954.3, subd. (a)).

-President of the Rough & Ready Chamber of Commerce, Niall was present.

D. Action Items Requests*

All matters listed under Action Items are items routine to the Board of Trustees and may be acted upon individually or by one motion. There may be separate individual discussion, or no discussion on these items, and enacted by one or more motions; if discussion, or questions are desired, the bookkeeper may be present or available by other electronic means.

1. Motion of Approval – Minutes*

- a. Scheduled Regular Meeting of the Board of Trustees of the Nevada Cemetery District, as held at the Nevada Cemetery District office, on **June 26, 2026**, at 1:30 P.M.
-Chairperson Ritti made a motion to accept the minutes, Trustee Ward seconded the motion, motion carried

2. Financials Report*

Questions for Office Administrator*

Motion to Approve – Monthly Financial Reports*

a. June 2026 Financials Report:

NCD Memorandum- Cover letter to Board by Office Administrator
Balance Sheet
P&L by Month
Budget vs Actual YTD
P&L Detail
Deposit Detail
Check Detail
June credit card transactions

- Discussion/Approval: Trustee Sharkey motioned to approve, Trustee Jones seconded, Trustee Mertens abstained, motion carried
- Trustee Mertens states that she would like to see consistency in reports from month to month; Trustee Ward agrees, and also stated that every improvement asked for has been met

E. Chair's and Manager's Report*

This Report is for information, ideas, or questions relating to Problems, Concerns, Events, or Happenings, Needs, Repairs, Projects, etc., which may contain a Board response or direction.

Informal directions to, or from, the General Manager, requiring no Formal Board Action(s), will be listed in the Board Minutes.

1. Review of Cemetery Interments, Pre-Need Sales, and Miscellaneous Income: Refer to Management report in Board packet.
2. General grounds maintenance conducted: Refer to Manager's Report in the Board packet.

F. Standing or ad hoc Committee Reports*

The Chairman may make or request any reports, direction, appointments, or changes at this time.

Personnel Committee: (Trustee Ward, Trustee Jones)- Trustees Ward & Jones met at the District office to go over the manager review, and will meet with Manager on 7/28/26 to go over it with him; Trustee Mertens asked about employee reviews being made available to the Board, Trustee was informed that legally employee reviews are not shared in a Board meeting, but that the reviews could be made available in closed session or the Trustee could make arrangements with Office Administrator to view those in office at another time

Finance Committee: (Trustee Ritti, Trustee Mertens)- Fiscal year 2026/2027 Budget

Property Committee: (Trustee Ward)

1. Maidu Tribal Burial Cemetery-
2. Discussion about Red Men deed- Red Men had a Board meeting and are working with Nevada County to determine the process to transfer ownership of the Red Men piece

3. Ananda update-
4. You Bet-

Marketing Committee: (Trustee Ritti, Trustee Sharkey)- Veteran's Health Fair July 15, 2026; Trustee Sharkey and Chairperson Ritti met with Zoey Olbum with Manager and Office Administrator to start the strategy and information sharing, another meeting is scheduled

G. Old Business*

1. Regional Government Services audit/finance work: on hold until August 2026 Board meeting – discussion about leaving on the agenda
2. Green Burial signage update-
3. 2023/2024 Audit – Motion to approve by Chairperson Ritti, seconded by Trustee Jones, motion carried
4. Update on Fundamentals of Bookkeeping and Accounting – Bookkeeper provided update on her progress
5. New Shop update – Update & discussion; Trustee Mertens motion to approve the new shop with the quote provided by American Building, Trustee Jones seconded, motion carried
6. FY 2026/2027 Budget – Discussion; Chairperson Ritti motioned to approve the budget, Trustee Sharkey seconded, motion carried

H. New Business*

1. Election of new Board officers:
 - Chairperson – Trustee Mertens nominated Chairperson Ritti for another term as Chair, Trustee Jones seconded, motion carried
 - Vice-chairperson – Trustee Mertens nominated Trustee Ward for another term as Vice Chairperson, Trustee Jones seconded, motion carried
2. Manager Review – Discussion, scheduled for July 28, 2026 @ 1:30 pm

K. Board discussion**

The Board will identify other relevant items for future Agenda items or future New Business and/or agendaize such items and reports for future meeting(s) at the request of the General Manager or a Trustee.

- Closed session for employment updates, Audit update, FY 24/25 Audit, upcoming conferences, update on New Shop

L. Adjournment – Motion by Chairperson Ritti to adjourn, Trustee Sharkey seconded, motion carried

* The Board of Trustees can discuss these matters at any time during the meeting.

** The Board will present issues/concerns for the next meeting agenda.

Next Tentative Regular Board Meeting Friday, August 21, 2026

ATTEST:



Phil Ritti, Chairperson

THIS AGENDA WAS POSTED July 14, 2026
ON THE NEVADA CEMETERY DISTRICT WEBSITE,
ON THE CEMETERY DISTRICT'S OFFICE EXTERIOR ENTRY BULLETIN BOARD,
AND AT THE NEVADA COUNTY ERIC ROOD ADMINISTRATION CENTER, MAIN
LOBBY BULLETIN BOARD, 950 MAIDU AVE., NEVADA CITY, CA 95959.