



Nevada Cemetery District
10523 Willow Valley Road
Nevada City, CA 95959
Phone 530-265-3461
Nevadacemeterydistrict.com

PUBLIC NOTICE

for the

NEVADA CEMETERY DISTRICT

of the

MARCH 2025 SPECIAL BOARD MEETING

for the

BOARD OF TRUSTEES

on

Wednesday, March 19th, 2025, 9:45 AM

at the

Nevada Cemetery District Office

10523 Willow Valley Road

Nevada City, CA. 95959

AGENDA*

Please note the time and meeting location above.

1. Board call to order - Public Session

2. Roll call:

Trustee Hurst
Trustee Ritti
Trustee Ward
Trustee Zimmerman

3. 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: **shiftyfifty1@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)).

4. ADJOURN TO CLOSED SESSION

I.

A. LABOR NEGOTIATIONS

Conference with Labor Negotiator (Gov. Code, § 54957.6)
Name of District Negotiator: Vice Chair Hurst
Unrepresented Employee: all employees

II. REOPEN PUBLIC SESSION

5. 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 maybe 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.

A. Motion of Approval – Minutes*

- 1) Scheduled Meeting of the Board of Trustees the Nevada Cemetery District, as held at the Nevada Cemetery District Office, on Friday, February 21, 2025, at 1:30 PM.

B. Bookkeeper’s Report*
Questions for Bookkeeper*

Motion to Approve – Monthly Financial Reports*

February 2025 Financials Report
NCD Memorandum - Cover Letter to Board by Bookkeeper
Monthly Endowment Fund Activity
Monthly Operations Fund Activity
Monthly Income & Expense
P&L by Month
P&L Comparison YTD
Budget vs. Actual YTD

Reconciliation Report
January Credit Card Transactions – Discussion/Approval

6. Chair's and Crew Report*

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

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

- A. Review of Cemetery Interments, Pre-Need Sales, and Miscellaneous Income:
Refer to Management report in Board packet.
- B. General maintenance conducted: Refer to Forman Report in the Board packet.

7. Standing or ad hoc Committee Reports*

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

Personnel Committee: (Trustees Ward and Zimmerman)

Finance Committee: (Trustees Ritti and Ward)

Property Committee: (Trustees Ward and Hurst)

- A. Maidu Tribal Burial Cemetery

Marketing Committee: (Trustees Hurst and Ritti)

8. Old Business*

- A. Auditor Response to Land Valuation
- B. Resolution 25-9 Approval Adopting Purchase of New Tractor (approved at February Board Meeting)
- C. Discussion for FY 24/25 Budget Increase for Refuse Disposal Fees

9. New Business*

- A. By Law Review
- B. Report on Records Retention
- C. Safety Meetings
- D. Discussion/Motion for shop welder
- E. Hearts and Harmony Gala Discussion/Approval for table purchase
- F. Resolution Approval Adopting New Job Description for Director of Operations
- G. Resolution Approval Amending General Manager Job Description

9. 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.

10. Adjournment

- * 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, April 18, 2025

ATTEST: Signed by:
Michael Hurst
E3001000000100 3/13/2025

Michael Hurst, Chairperson MARCH 13, 2025

THIS AGENDA WAS POSTED MARCH 14, 2025
ON THE NEVADA CEMETERY DISTRICT WEBSITE,
ON THE CEMETERY DISTRICT'S OFFICE EXTERIOR ENTRY BULLETIN BOARD,
AND AT THE ROOD GOVERNMENT CENTER, MAIN LOBBY BULLETIN BOARD.