

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  
**FEBRUARY 2025 MONTHLY REGULAR MEETING**  
for the  
**BOARD OF TRUSTEES**  
on  
**Friday, February 21st, 2025, 1:30 PM**  
at the  
**Madelyn Heling Library**  
**Gene Albaugh Community Room**  
**980 Helling Way, Nevada City, CA 95959**

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**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. 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.

##### **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 Thursday, December 12, 2024, at 9:52 AM.
- 2) Scheduled Meeting of the Board of Trustees of the Nevada Cemetery District, as held at the Madelyn Helling Library, on Friday, January 17, 2025 at 1:30 PM

##### **B. Bookkeeper's Report\* Questions for Bookkeeper\***

##### **Motion to Approve – Monthly Financial Reports\***

January 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  
December Credit Card Transactions – Discussion/Approval

#### **5. 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 Management in Board packet.

## **6. 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
- B. Sweetland Cemetery
- C. You Bet Road Cemetery

Marketing Committee: (Trustees Hurst and Ritti)

## **7. Old Business\***

- A. Continued: Discussion of Employee Handbook – No Report
- B. Continued Discussion and possible Motion to approve the Draft Audit for 22/23 Fiscal Year
- C. Increase in Medical Insurance Reimbursement – Nothing to report

## **8. New Business\***

- A. Discussion of D&O Insurance
- B. Discussion and possible Motion to Discuss purchase of New Skip Loader
- C. Discussion/Approval of Quote for New Office Doors
- D. Approve Resolution for FY 24/25 Budget Increase in Legal Fees
- E. Discussion/Motion for FY 24/25 Budget Increase for Refuse Disposal Fees

## **9. Board discussion\*\***

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

## **10. 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

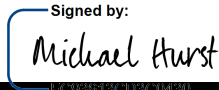
**11. Adjournment**

\* 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, March 21, 2025

**ATTEST:**

Signed by:  


Michael Hurst, Chairperson

February 14, 2024

THIS AGENDA WAS POSTED FEBRUARY 18, 2024  
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.