

# **NOTICE**

## **WINTERS CEMETERY DISTRICT BOARD OF TRUSTEES REGULAR MEETING**

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**WEDNESDAY, FEBRUARY 12, 2025**  
**9:00 a.m. - Cemetery Office**  
**415 Cemetery Drive – Winters, CA. 95694**  
[www.winterscemetery.org](http://www.winterscemetery.org)  
[ericm@winterscemetery.org](mailto:ericm@winterscemetery.org)

*In compliance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the District Manager by telephone at (530) 795-2475 at least forty-eight hours prior to this meeting. Such timely notification will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (CFR 35.102-35.104, ADA title 11)*

The agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. The Board cannot take action on any unscheduled action items unless it is declared by a vote of at least two-thirds (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference during normal working hours at the District Office.

1. CALL TO ORDER
2. ROLL CALL OF THE BOARD
3. APPROVAL OF AGENDA
4. PUBLIC COMMENTS

The Board of Trustees of Winters Cemetery District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Members of the public desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the length and number of public comments and presentations. The public may be heard on an item before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address any matter within the jurisdiction of the Winters Cemetery District provided that no action shall be taken on any item not appearing on the agenda.

5. CONSENT CALENDAR
  - a. Approval of January Regular Meeting Minutes
  - b. Approval of January Special Meeting Minutes
  - c. Approval of January Submitted Claims
  - d. Approval of January Revenues and Burial Certificates Issued
  - e. Adoption of Employee Handbook

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6. INFORMATION ITEMS

- a. Manager's Report / Grounds Foreman Report
- b. Budget Report
- c. Correspondence
- d. Investment Committee Report

7. BOARD MEMBERS COMMENTS

8. ADJOURNMENT

This agenda was posted on the District's website, the District's front door and the City of Winters Post Office by the 7th day of February, 2025.



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Eric McDermott  
Clerk of the Board