

MINUTES
CEMETERY ADVISORY BOARD
DOUGLASS ACTIVITY CENTER
January 19, 2023 - 4:00 P.M.

Present were the following members of the Cemetery Advisory Board: Mr. Mike Carlson, Mr. Pat Gormely, Mr. Richard Akins, Mr. Joe Gerken, and Mr. Dustin Duntz.

Absent: Ms. Melanie Nord and Mr. Eric Londeen.

Employees Present: Mr. Mike Mohler, Cemetery Sexton, Mr. Casey Smithson, Park Superintendent, and Mr. Alfonso Leyva, Park Planner.

A. MINUTES

Mr. Mohler called the meeting to order. The Board's Chair-person and Vice Chair-person are both absent. The Board needs to call a vote to elect a presiding officer to run the meeting. It was moved and seconded to elect Mr. Pat Gormely as the Presiding Officer for today's meeting. On vote, motion carried 5-0.

Mr. Mohler stated the Board lacked a quorum of voting members to approve the minutes from the previous meeting held on October 20, 2022. These minutes will need to be approved at the next regular meeting in April.

B. PUBLIC COMMENT

None.

C. INTRODUCTION OF NEW BOARD MEMBERS

The Cemetery Advisory Board welcomed two new members. Mr. Joe Gerken and Mr. Dustin Duntz introduced themselves to the Board.

D. SEXTON'S REPORT

Mr. Mohler shared that revenue for the current year were as follows: Sunrise Cemetery \$90,825 to include sales and burials; Sunset Cemetery \$11,900 to include sales and burials. Mr. Mohler provided an annual report for January – December 2022 burials.

Mr. Mohler shared the Cemetery is wording on getting a new dump truck to replace an old one.

Mr. Gerken asked if the Cemetery had a budget. Mr. Mohler shared it is out of the Parks and Recreation budget but did not know the exact amount. He stated the revenues from the Cemeteries do not even cover the cost of maintenance.

E. OLD BUSINESS

Mr. Leyva shared the Cemetery hasn't had a Master Plan for a very long time and the City is working on creating one. He presented a brief history of the Cemeteries to the Board. The shop at Sunrise is not big enough to fit the equipment needed, and the Sexton's House and existing shops are not ADA compliant. Mr. Leyva shared a preliminary concept, which is to relocate the office and/or shop areas at Sunrise Cemetery and provided new locations to choose from.

The Board was in agreeance to leave the maintenance shop in its existing location at Sunrise Cemetery, and to move the office to the new location area presented which is just a little way down the hill towards the entrance from where the current office is located.

Mr. Leyva also presented two potential locations for a new shop at Sunset Cemetery. Option A is to have it in Girl Scout Park, and Option B is to be on the west side of the Cemetery. There would also not be an office located at Sunset, the main office will be at Sunrise.

Mr. Leyva shared a potential funding source to pay for Phase 1 is to sell the Sexton's House and maintenance facility. The lots together are worth over \$300,000.

Mr. Gerken shared Option B seems to be the most logical and will get the least amount of pushback from the public. Mr. Mohler shared with Option B, it will create more internal traffic on the main road through the Cemetery as there is no other way to get to the far west side as of right now. Some discussion and questions occurred on which location would be best for a new shop or if the current location could work.

The Board would like for Staff to do a feasibility study on the current shop location in Sunset Cemetery to see if that location would work for what is needed. If not, the Board would prefer Option B as the new shop location.

F. NEW BUSINESS

None.

Meeting adjourned.