

Cemetery Commission Meeting

June 20th, 2024 at 4:30pm

645 Conference Room & Virtual

In attendance: Martha Dallas, Jennifer Diaz, Nancy Kirby, Mary Wesley, Cindi Wight, Steve Bachand & Meghan O'Daniel

Procedural Items

1.1 Motion to amend/adopt agenda

Diaz called the meeting to order at 4:38pm and listed commissioners and staff present.

She made a motion to adopt the agenda, Wesley seconded the motion. Motion passed.

1.2 Motion to amend/adopt minutes from 5/16/2024

Diaz motioned to adopt the agenda and Dallas seconded. Motion passed.

Public Forum

2.1 Verbal Comments

Public comment opened at 4:40pm. No one from the public was present virtually or in-person so it was closed at 4:41pm.

Agenda

3.1 Update on the storm water project at Lakeview Cemetery

Wight shared her screen and shared that the Commission approved where the storm water tanks will be going. She shared a map of the entire cemetery and explained that they will capture runoff from North Ave and it filters down through the ground instead of just running off and through the cemetery. She then shared another image of the main building and parking area and shared that Cambrian Rise and the City would be sharing the cost of the removal of some pavement and re-doing of the parking area. This process will involve re-grading and that the building will still be accessible with a ramp. She continued by sharing that if there are any complications in the future, it will be in the MOU with DPW that they will need to address those.

Bachand shared that they decided that the access road will be eliminated completely. He has spoken with staff about it and they are aware.

Dallas asked if the idea of the tanks would be to slow down and absorb some of the runoff from North Ave.?

Wight confirmed. And shared that this work may start as early as August.

Dallas asked if there would be any explanatory signage for the public to know what is going on.

Wight said that DPW typically does put out signage, so they most likely will.

The group then discussed how wonderful the office building is looking!

3.2. Annual Report Signatures

Wight shared that she would get signatures from the commissioners who were in person and would be sending a document to e-sign for the commissioners who were remote.

Diaz noted that attendance wasn't recorded for the May 16th meeting and that Holli would be updating that.

3.3. Section 8 Timing Update

Wight said that Suave anticipates sending it back out to bid in July. There was some confusion about whether people were bidding on design or build, so the planning team decided it would be best to put it back out to bid altogether. She continued that part of the process is that the Muslim Association would be a part of the conversation.

Bachand chimed in that they will need to figure out how much of Phase 1 will be dedicated for green burials. There will need to be some discussion and decisions made around that piece of things.

Wight said that the engineer who gets the project will work through that. And the design for each of the lots will have to be done appropriately.

Bachand brought up that this area will be a learning curve but that it is an exciting addition.

Wesley asked if the Commission would be consulted when there is a design.

Wight confirmed that yes that would happen and that it would be good for the commission to approve how much space is set aside for Muslim burials among other things.

3.4. Staff/Director Updates

Bachand shared about a space that was planted by Grow Wild and all of the benefits that will have for the staff, the cemetery and the environment.

Wight said that the maintenance plan is that it will get mowed once a year.

Bachand continued that this was just phase 1 and that there will be more spaces planted like this moving forward and is very excited.

Wight said that the chapel lights are almost done! And brought up the idea of having an upcoming meeting at the chapel. She suggested September.

Bachand shared that the team is fully staffed with seasonals and everything is caught up and looking good after a little bit of a slow start. There are 3 high schoolers, 2 college aged and Jay who is a returning seasonal. He continued that they called in P&P septic recently for help with finding the existing storm water system so that they know where everything is now, which the staff have now marked. This helps with mapping and digging and is a huge benefit overall.

3.5. Commissioner Updates

Kirby shared that she is opening and closing the gate daily and that it went well for the artists who were enjoying the space. She continued that there have been 2 separate tentings but received help from Neil and re-directed them. And that she helped put flags out for Memorial Day! She shared that the only complaint that she has is a community member continues to open the gate near Schmanska Park and let their dog run off-leash.

Wight responded that hopefully the Rangers will be able to pivot to supporting things like this as encampments decline.

Dallas shared that she witnessed emergency services cutting a chain/lock at the Elmwood cemetery and asked if BPRW had gotten a call about it.

Bachand said he had not and asked for folks to let him know if they see that moving forward. He said they would go check it out. And that the staff went over there recently with machinery to remove all of the encampment items.

Kirby shared that she connected with the Lake Monsters to have signage put out during games telling people they can't park there and they have been and will continue to do so.

Wesley asked for confirmation that they would be taking July and August off. Everyone confirmed.

Wight asked for confirmation that the group would like to meet at the chapel for the September 19th meeting. Everyone confirmed.

Adjournment

4.1. Motion to Adjourn

Diaz made a motion to adjourn the meeting at 5:27pm, Kirby seconded. The motion passes.