



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Final Board of Cemetery Commissioners

*Sharon Baldukas
Jim Fiene
Kristine Reisdorf
Sandy Weidner*

Monday, July 28, 2014

4:30 PM

City Hall Annex, Room 130

1. Call To Order

Chairman Baldukas called the meeting to order at 4:33 p.m.

Staff present: Director Molbeck and Kellie Ptaschinski

PRESENT: 4 - Sharon Baldukas, Jim Fiene, Kristine Reisdorf and Sandy Weidner

2. Approval of Minutes for June 16, 2014 Meeting

Kristine Reisdorf moved and Jim Fiene seconded to Approve the Minutes. The motion PASSED by voice vote.

3. Public Comment

No Public Comment

4. Cemetery Supervisor Report

Alderman Weidner entered the meeting at 4:36 p.m.

Director Molbeck handed out a running yearly total comparison sheet, which shows that revenue is down \$8,000 YTD.

Discussion occurred regarding rental of the cemeteries. Alderman Weidner suggests looking over the ordinance wording to determine whether it states if it is allowable or not.

Director Molbeck presented a unique residency situation, the outcome of which determined that residency will be based on the owner of the grave(s) address, not who will be buried at the gravesite.

5. 2014 Budget and Financial Account Review

Director Molbeck handed out a 2014 Cemetery Budget sheet. Kristine Reisdorf asks that CIP information be included. Director Molbeck will revise and bring back requested information upon receipt of account numbers from the Accounting Department.

Kristine Reisdorf moved and Jim Fiene seconded to Receive and File the report.

6. Cemetery Fees and Charges

Director Molbeck hands out suggested package pricing for Section 23. It was determined to remove "Foundation" and "Flower Vases" wording from the package, as the foundation will be included and flower vases will be an add on.

Alderman Weidner would like it determined whether urn vaults can be sold exclusively by the City in the packages.

Director Molbeck hands out Fees and Charges, asking for recommendations on the pricing. Kristine Reisdorf would like Director Molbeck to show a consistent 10% increase between resident and non-resident fees across the board. Discussion occurred regarding other fees and charges, and Director Molbeck will make the necessary changes to present revised document when complete.

Director Molbeck suggests a committee be formed to determine guidelines.

Alderman Weidner exits the meeting at 6:22 p.m.

7. Unclaimed Grave Space Update

Director Molbeck will initiate requesting that the City Attorney's office draft a letter regarding unclaimed grave space.

8. Cemetery Rules and Regulations Review

The item was deferred to next month's meeting.

9. CIMS Project Update

Director Molbeck reports that 80-90% of mapping Mound Cemetery has been done, and will then move to Graceland.

Kristine Reisdorf suggests a demo be done once the upgrade is complete.

Director Molbeck states that CIMS will be available publicly online to determine which grave spaces are available.

10. Adjournment

The August meeting will be held at Graceland Cemetery, 3527 Osborne Blvd.

Chairman Baldukas adjourned the meeting at 6:36 p.m.

If you are disabled and have accessibility needs, or if you need information interpreted for you, please call the Parks, Recreation and Cultural Services Department at (262) 636-9453 at least 48 hours prior to this meeting.