



City of Racine

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

Meeting Minutes - Final

Board of Cemetery Commissioners

Kristine Reisdorf
Sharon Baldukas
Jim Fiene
Christina Mueller

Monday, August 20, 2018

4:30 PM

City Hall Annex, Room 130

Call To Order

The meeting was called to order at 4:29 p.m.

Staff present: Tom Molbeck, Crystal Weime, Becky Spika

PRESENT: 3 - Kristine Reisdorf, Sharon Baldukas and Christina Mueller

ABSENT: 1 - Jim Fiene

Public Input

There was no public input.

Approval of Minutes for the July 16, 2018 Meeting

The Board asked to have the notes under "Graceland Cremation Garden Pond Development" stricken from the Minutes as the statements are incorrect. The Board is interested in pre-selling the opening and closing costs only. Preselling in Graceland Section 13 is not permissible at this time.

A motion was made by Reisdorf, and seconded by Baldukas, to Approve the Minutes as amended. The motion PASSED with a Voice Vote.

[0829-18](#)

Subject: Cemetery Report

Attachments: [2018 Burial Billing Records](#)
[2018 Graceland](#)
[2018 Ground Maintenance Billing Record](#)
[2018 Mound](#)
[2018 Snow Removal Billing Report](#)
[Cemetery Crypt & Niche Sales 6 Year Spreadsheet](#)
[Cemetery Sales 6 Year Spreadsheet](#)

Director Molbeck spoke on the August 20th Mound Cemetery Office incident, use of the Fiene/Drummond Fund, and the 2019 Cemetery Maintenance Contract.

A motion was made by Reisdorf, and seconded by Mueller, to Receive and File the Cemetery Monthly Report. The motion PASSED with a Voice Vote.

AYES: 3 - Kristine Reisdorf, Sharon Baldukas and Christina Mueller

ABSENT: 1 - Jim Fiene

Policies and Procedures

The Board discussed adding size dimensions to the section of the Rules and Regulations specifying placement of vases and other items on grave areas.

CIMS

Director Molbeck reported that additional questions and map/sketch requests from the CIMS representative have been submitted to staff causing a further delay in completion.

Cemetery Operational & CIP Budget Review

The 2019 Budget will be relatively similar to the 2018 Budget. Director Molbeck distributed a Capitol Improvement Plan for cemetery projects.

Crypt Fund Balance

Director Molbeck reported that the Crypt Fund balance is currently at \$124,000.

Adjournment

Proposed Agenda items for September: Fees and Charges

The meeting was adjourned at 5:15 p.m.

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