



CEMETERY COMMITTEE

*Minutes
March 27, 2014*

Meeting Summary

Year-to-date activity and other cemetery-related matters were discussed.

Roll Call

The meeting was called to order at 8 a.m. in the Aspen Room at the Paul Derda Recreation Center.

Present: George Brandt, Larry Burt, Richard Byrne, Bob Davenport, Maria (Bernie) DiFalco, Dan Florez, Don Piehn, Bob Prince

Absent: Rae Melin

Others in

Attendance: Nancy Harrold, Recreation Services Director
Gary Schnoor, Park Maintenance Superintendent
Ellen Cancino, Recording Secretary

Agenda Minutes

APPROVAL OF MINUTES

After a motion by Bernie, the minutes of the November 21, 2013 meeting were unanimously approved.

WELCOME INCOMING MEMBERS

Richard Byrne and Bob Prince, who were appointed by City Council to four-year terms on the Committee and will begin their terms on April 1, were introduced.

STAFF REPORTS

Updated activity reports. Nancy provided a spreadsheet covering activity year-to-date and through year-end 2013. She noted that 64 lots, including a 10-lot family estate, were sold and Broomfield County Commons Cemetery (BCCC) in 2013. There were 35 interments. Eight BCCC spaces have been sold through the end of February 2014, and there have been three interments. There are 163 full burial spaces still available in the general area at BCCC, with an additional 74 in the veterans' area.

The purchase of an additional upright columbarium for Lakeview Cemetery is scheduled for 2015.

Bob Davenport said that two Broomfield churches, the Church of Hope and the Episcopal church, plan to construct their own columbaria.

Nancy continued by saying that, in Broomfield, the preference for full burials remains high.

Updates on maintenance/enhancement items. Gary reported:

- Spring cleanup is beginning.
- Irrigation may begin soon.
- The veterans' monument at BCCC was broken by snow equipment and will be repaired soon.
- The American Legion has asked to assume responsibility for the flag placement at the cemeteries on Memorial Day and Veterans Day. Staff would ask the Legion to be in charge and offer assistance, as needed.
- Gary suggested getting the Broomfield Veterans Memorial Museum involved in flag placement. Bob Prince suggested inviting someone from the Museum to a Cemetery meeting.

New software - status update. Staff continues to research cemetery software options that will incorporate plotting, sales, and financial information. In addition, Broomfield's GIS division is mapping plots in the cemeteries.

CIP request for expansion of Commons Cemetery/letter of support from Committee. Staff has submitted a Capital Improvement Program request to develop more spaces at BCCC. The request includes the maintenance/administration building.

It had been suggested that the Committee write a letter of support for this project to be sent to City Council. Bob Prince offered to help Nancy compose the letter.

Tracking cemetery inquiries - spreadsheet. Beginning in January 2014, all inquiries regarding the cemetery, as well as pertinent information about the inquiring parties, are being tracked on a spreadsheet by staff.

NEW BUSINESS

New project for Committee-ideas? There was discussion about the inadequacy of the entrance sign at BCCC. The Committee reiterated that it would like to see options for improving the visibility of the signage. Other talking points:

- Raise existing lettering?
- Need sign visible from both directions on Sheridan Boulevard.
- Put sign on the north end of BCCC along Sheridan.
- Use the piece of ground in front of the existing sign.

OLD BUSINESS

None

COMMITTEE COMMENTS

- The American Legion has been looking for more community activities in which to be involved.
- Dan added that he would like flags placed on Independence Day also. He will work with George and interested groups to organize the flag placement.
- Dan suggested getting auxiliary women's groups involved, as well.
- Bob Davenport asked that Dan get a written proposal from the interested groups.
- The Committee would like Kevin Standbridge to attend the next meeting, if possible.

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NEXT REGULAR MEETING DATE/AGENDA ITEMS

The next meeting is planned for Thursday, June 19.

Agenda Items:

- Updated activity reports
- Updates on maintenance/enhancement items

Adjournment

The meeting was adjourned at 9:15 a.m.

Approval

Minutes Prepared by: Ellen Cancino, Recording Secretary

Approved on June 19, 2014.