




**CITY OF JONESVILLE
CEMETERY COMMITTEE AGENDA
APRIL 13, 2016, 9:00 a.m.
CITY HALL**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
 - A. February 10, 2016 Meeting
- 4. NEW BUSINESS**
 - A. March Activity Report **[Information Item]**
 - B. Corrected 2016 Meeting Calendar **[Action Item]**
 - C. FY 2016-17 Capital Projects **[Discussion/Action Item]**
 - D. Fencerow Clean Up Status **[Information Item]**
- 5. OTHER BUSINESS**
- 6. PUBLIC COMMENTS**
- 7. ADJOURNMENT TO CEMETERY (Weather permitting to review Capital Projects and Clean Up)**



To: Jonesville Cemetery Committee
From: Jeffrey M. Gray, City Manager 
Date: April 2, 2016
Re: Manager Report and Recommendations – April 13, 2016 Committee Meeting

4. A. March Activity Reports

[Information]

The Activity Report is attached. The report details activities during the 2016 Calendar year through the month of March. A brief note is included regarding the continued data entry into our database software. As of the writing of this report, Betsy Brooks has completed all records for the Annex (newest part of the Cemetery), a small area of single graves, and over two-thirds of the portion of the Cemetery between Oak Street and Chicago Street. To date, records have been inputted for 2,766 occupants. *Please refer to the attached March Activity Report.*

4. B. Corrected 2016 Meeting Calendar

[Action]

You will recall that the Committee previously approved a meeting schedule of meetings every other month. Following approval, staff noted that the calendar included in the last packet has some misprints for the meeting dates. The attached calendar has been corrected to reflect the approved schedule. A motion is necessary to approve the corrected calendar. *Please refer to the Corrected 2016 Meeting Calendar.*

4. C. FY 2016-17 Capital Projects

[Discussion/Action]

The City is in the process of developing the Fiscal Year 2016-17 Budget that will take effect on July 1, 2016. A part of that process will be the development of a five-year Capital Improvement Plan (CIP) that is used to project likely future projects. I have attached a copy of the Cemetery projects that were included in last year's CIP. We will discuss the status of our current year projects and offer some recommendations on projects that should be included on the list. We will also talk about the Committee's priorities for completing projects. *Please refer to the attached Cemetery Projects list.*

4. D. Fencerow Clean Up Status

[Information]

The Department of Public Works has completed the grading, brush removal, and tree trimming in the fencerow along the south side of the oldest part of the Cemetery. The area will be seeded for grass as we get closer to Spring. I am very pleased with the work that the staff has done there, and would suggest that we adjourn to the Cemetery to review if weather permits. We can spend some time on additional discussion of capital project while on site, if the Committee desires.