

**RECORD OF PROCEEDINGS  
CEMETERY ADVISORY COMMITTEE  
AUGUST 16, 2018**

The Cemetery Advisory Committee of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue, on Thursday, August 16, 2018. Chairperson Barbara Rodgers called the meeting to order at 6:00 p.m.

**ROLL CALL**

Chairperson Barbara Rodgers, called the roll. Those present were Chairperson Barbara Rodgers, Vice-Chairperson Cris Criswell, and member Marilyn Bangert. Also present were Interem City Clerk Mari Peña, Public Works Director Roy Vestal, and Public Works Administrative Assistant Amber Phillips.

**APPROVAL OF AGENDA**

It was moved by Marilyn Bangert and seconded by Cris Criswell to approve the agenda as presented. Motion carried unanimously by voice vote.

**CONSENT AGENDA**

It was moved by Marilyn Bangert and seconded by Cris Criswell to approve the consent agenda with the following items: May 17, 2018, Cemetery Committee Meeting Minutes. Motion carried unanimously by voice vote.

**PUBLIC AND VISITOR INPUT**

There was no public or visitor present.

**DISCUSSION**

**Memorial Day Service Recap**

The general feeling among the Cemetery Committee was that the Memorial Day Service was a success. Chairperson, Barbara Rodgers mentioned that Anadarko, who has a well pad site near the cemetery, was very helpful with placing signs to slow traffic. Ms. Rodgers also commented that the Public Works Department did a great job cleaning the cemetery as well as placing signage for the Memorial Day patrons. Interim City Clerk, Mari Peña, received an email about the Memorial Day event being like a church service and not inclusive to other beliefs. After a brief discussion among the committee members, it was concluded that the concert may have contained elements that could have lead the citizen to feel this way. The Memorial Day event was advertised as having the concert start at 9:30 am and the service itself at 10:00 am. The committee decided that the service itself was non-religious and inclusive. Citizens may choose to attend only the service if they feel like the concert is not relevant to their beliefs.

**Columbarium**

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Interim City Clerk, Mari Peña brought to attention the fact that the columbarium is down to 14 spaces. She announced that City Administrator, Claud Hanes, has already brought this matter up to the City Council for their approval of the purchase. Committee Member, Cris Criswell, mentioned that the new columbarium should be consistent in color and design as the existing columbariums. Mari Peña explained that the columbarium has been an increasingly popular choice in funeral plans. Public Works Director, Roy Vestal added that 4 columbariums were on the plans for the cemetery.

**Tree Carving**

Mari Peña has submitted a Request for Qualifications (RFQ) for the tree carving project. This project would include 1 tree for City Hall grounds and 3 at Hillside Cemetery. The theme for the sculpture located at City Hall is “Past, Present, and Future”. The themes for the Hillside Cemetery tree sculptures are “Forgotten Soldier”, “Pioneer Spirit” and “Rest in Peace”. The Cemetery Committee will review the artist’s submissions for the trees at the cemetery. Ms. Peña also let the committee know that if any changes were made due to any problems with the trees an email would be sent out to the Cemetery Committee. Ms. Peña also announced that the ribbon cutting was tentatively scheduled for November 15, 2018, this is considering weather and funerals which may slow the process.

**Other Business**

Chairperson, Barbara Rodgers, requested an update on several topics discussed at the last meeting. She asked if signs were put up at the cemetery concerning the placement of decorations at the owner’s expense. The idea of a monthly cemetery cleanup was also addressed at the last meeting. Public Works Director, Roy Vestal, said this was mostly maintained when the grounds were being prepared to be mowed, the graves were cleaned to ensure nothing was ran over with the mower. Committee member, Cris Criswell mentioned that more could be done with the upkeep of the cemetery rules such as the direction of the shepherd’s hooks. Roy Vestal indicated that he will check on the clean up schedule.

Mari Peña stated that the Cemetery Walk was confirmed for October 13, 2018. The Historic Preservation Board is organizing the event and is looking for volunteers. Volunteers are directed to call Alyssa Knutson at 720-466-6128. Mari Peña mentioned that a complaint was made at the last Cemetery Walk. The citizen felt the historic BINGO activity was disrespectful. It was suggested that if an activity were to take place a different terminology may be used.

**ADJOURNMENT**

It was moved by Marilyn Bangert and seconded by Cris Criswell to adjourn the August 16, 2018, Cemetery Advisory Committee meeting at 6:38 p.m.

Motion carried unanimously on voice vote.

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Respectfully submitted,

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Maricela Peña, Interim City Clerk

Approved by Cemetery Committee

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Barbara Rodgers, Chairperson