

## Carol Capes

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**From:** Ed Henschel  
**Sent:** Friday, August 29, 2014 8:30 AM  
**To:** Carol Capes  
**Subject:** Council Agenda Item

Carol,

The Cemetery Commission asked that the following item be placed on Tuesday's consent agenda:

The City of Waukesha Prairie Home Cemetery Commission is requesting that an RFP (Request for Proposal) be initiated and sent out to Cemetery Management Companies or qualified individuals who are experts in the field of cemetery management, in order to conduct a meaningful study in terms of the accuracy of cemetery operations including but not limited to investment accounts, current operating costs, current revenue sources and pricing practices, potential revenue sources, sales, and other accounting practices. We are also requesting the Cemetery Commission which includes two aldermen, review the RFPs and oversee the study, which will then report and make recommendations to the Council.

Ed Henschel  
City Administrator  
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