



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Cemetery Commission

*Pat Grulke, President*

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Monday, October 11, 2021

5:30 PM

Room 162, First Floor City Hall

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#### 1. Call to Order

**Present** 4 - Grulke, Rodriguez, Trotter, and Lambert

**Absent** 3 - Andrews, Raether, and McElderry

#### 2. Public Comment

Comments will be limited to 2 minutes and the Commission will take all comments under advisement at our next meeting.

#### 3. Approval of Minutes

**A motion was made by Alderman Rodriguez, seconded by Member Trotter, that this be approved. The motion carried by the following vote:**

**Aye:** 4 - Grulke, Rodriguez, Trotter and Lambert

**Absent:** 3 - Andrews, Raether and McElderry

[ID#21-2969](#)

**Attachments:** [Minutes from September 13, 2021](#)

#### 4. New Business

[ID#21-2810](#)

**Attachments:** [Cover Sheet ID# 21-2810](#)

[Wisconsin Statute 29.604 Endangered and threatened species protected](#)

*Ald. Rodriguez asked Interim Cemetery Director Vicky Lewis for contact information of DNR Officer that was contacted regarding the prairie. She and Ald. McElderry will follow up. Will continue discussion of this matter at next meeting.*

#### 5. Reports

### a. Cemetery Manager's Report

*September had 19 burials and October has had 6 so far. Our total revenue for September was \$101,179.49.*

*We had the Pet Walk on September 25th that was very successful.*

*We also participated in Waukesha Unlocked this past weekend to celebrate the city's 125th birthday. We provided hayride tours thru the cemetery. We had 96 visitors on Saturday and 71 visitors on Sunday. A special thank you to Steve Gunther of Steve G's Music, Kristy Sizemore a docent from Waukesha County Historical Society and Museum, and Terry Timm and the Friend's of Prairie Home Cemetery for helping to make this weekend happen.*

*We have a Boy Scout working on his Eagle Project to create a path walkway into the pet cemetery and stain the bridge in the pet remembrance garden.*

*We are getting ready for our wreath and silk flower sales for the holidays and should be starting the Feature mausoleum niche project by the end of the month.*

*End of Report.*

[ID#21-2970](#)

**Attachments:** [October 2021 Service and Sales](#)

[ID#21-2971](#)

**Attachments:** [Comparative Sales Summary October 2021](#)

### b. Friends of Prairie Home Cemetery President's Report

*The Pet Walk raised \$1,711.00. Waukesha Unlocked raised \$468 with Elegant Farmer fundraiser and selling history books.*

*We have designated \$80,000 the cost to raise for K9 Project.*

*A lot of new members signed up. Next meeting is November 4th at 6:00pm in Cemetery Chapel.*

c. Cemetery Commission President's Report

*Pat Grulke attended Waukesha Unlocked and enjoyed the first hayride.*

*Recruitment for the new Cemetery Director. Met with representative from GovHR to give feedback.*

*Waukesha County Historical Society and Museum is partnering with Prairie Home Cemetery to have two walking tours at the end of the month. The event sold out and will be led by Kristy Sizemore the docent who helped with hayride tours and joined the Friends of the Cemetery.*

*Discussion between members about the recruitment process.*

d. Alderman's Report

*Thanks to the Friends and Interim Cemetery Director Vicky for successful events. Participated in the cemetery events and had a great time. Looks forward to more events.*

6. Referrals

*No Referrals*

7. Set Next Meeting Date

*Next meeting is set for November 8, 2021 at 5:30pm.*

8. Adjournment

**A motion was made by Alderman Rodriguez, seconded by Member Lambert, that this be approved. The motion carried by the following vote:**

**Aye:** 4 - Grulke, Rodriguez, Trotter and Lambert

**Absent:** 3 - Andrews, Raether and McElderry

Please Note: There may be a majority of Council Members attending this meeting.

Notice: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Prairie Home Cemetery, 48 hours prior to the meeting, at 262-524-3540 or TDD at (800) 947-3529 so that arrangements may be made to accommodate the request.