



AGENDA
BROOKSVILLE CEMETERY ADVISORY COMMITTEE
JOSEPH E. JOHNSTON III COUNCIL CHAMBERS
201 HOWELL AVENUE

August 22, 2018

3:00 PM

- A. Call to Order**
- B. Invocation and Pledge of Allegiance**
- C. Minutes**
 - 1. May 23, 2018
- D. Mike Walker, Parks/Facilities & Recreation Director**
 - 1. Founders Week Cemetery Tours
 - 2. Jamielove Miller Memorial
 - 3. July 2018 Monthly Report
- E. Old Business**
- F. New Business**
- G. Next Meeting Date**
 - October 24, 2018 – 3:00 pm
- H. Adjournment**

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Lynnette Sosa, ADA Coordinator, no later than 48 hours in advance of the meeting at (352) 540-3810. Meeting agendas and supporting documentation are available from the City Clerk's office and on line at www.cityofbrooksville.us.

Any person desiring to appeal any decision with respect to any matter considered at this meeting, may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and therefore must make arrangements for a court reporter to ensure that a verbatim record of the proceedings is made.

**CITY OF BROOKSVILLE
201 HOWELL AVENUE
JOSEPH E. JOHNSTON III COUNCIL CHAMBERS
BROOKSVILLE CEMETERY ADVISORY COMMITTEE
MINUTES**

May 23, 2018

3:00 P.M.

Brooksville Cemetery Advisory Committee met with Members: Chairman Wayne Vutech, Vice Chairman Kathleen Hudak, Board Members Jan Knowles and Roberta "Bobbie" Hilliard and Council Liaison Joe Bernardini. Absent was Board Member Jamielove Miller. Also present were Mike Walker, Parks/Facilities and Recreation Director, Mike Hughes, Cemetery Sexton and Leota "Dodie" Barger, Recording Secretary.

The meeting was called to order by Chairman Vutech at 3:00 p.m., followed by the Pledge of Allegiance and an Invocation led by Vice Chairman Hudak.

MINUTES – February 28, 2018

Motion:

Motion to approve the February 28, 2018 minutes was made by Council Liaison Joe Bernardini and seconded by Vice Chairman Hudak. Motion carried unanimously.

MIKE WALKER, PARKS/FACILITIES & RECREATION DIRECTOR

1. CIMS Data Migration Update and Demonstration

Director Walker updated Board Members regarding the progress being made in migrating data from the old system to the new CIMS system and provided a database demonstration.

Cemetery Sexton Hughes noted the program simplifies the way they search for owner and lot information as one screen now provides the data that they used to look into multiple sheets to retrieve.

Director Walker noted that at some point they would like to incorporate GPS mapping into the program but that will be an additional cost.

OLD BUSINESS

None

NEW BUSINESS

Board Member Knowles asked about the tree maintenance program for the Cemetery and if it had been completed yet. Hughes noted 15 trees had been removed and there are approximately 30 trees left that need to be removed however we have exhausted the \$3,500 budget provided by the City.

Director Walker noted that Founders Week will be coming up soon and asked the Board to start thinking about the Cemetery Tours so we can address it at the next Cemetery Advisory Committee meeting.

Brooksville Cemetery Advisory Board Minutes – May 23, 2018

Vice Chairman Hudak asked if a call could be placed spraying to deal with the mosquitoes at the Cemetery.

SET NEXT MEETING DATE

Next meeting is scheduled for August 22, 2018.

ADJOURNMENT

There being no further business, Chairman Vutech asked for a motion to adjourn the meeting. Motion to adjourn the meeting was made by Vice Chairman Hudak and seconded by Board Member Knowles at 3:30 p.m.

Recording Secretary

Chairman