



County of El Dorado Cemetery Advisory Committee

Committee Members:

Creighton Avila, Deputy CAO, Cemetery Director
Bonnie Wurm, Cemetery Director Alternate
Melinda Peak, District I
Mary Tran, District II
Mike Roberts, District III
Frank Clark, District IV
Joan Wicklund, District V

Brian Veerkamp, Board of Supervisors
Kathy Witherow, BOS Alternate
Sgt. Troy Morton, Coroner's Office
Vacant, Archeological Representative
Ramona Tripp-Verbeck, Native American Cemeteries
Jeffrey A. Schmidt, Fraternal Organizations, Chair

CEMETERY ADVISORY COMMITTEE MINUTES August 22, 2018

1. The meeting was called to order by 1st Vice Chairman Mike Roberts at 3:05 PM and the Agenda was adopted. Committee members present: Creighton Avila, Bonnie Wurm (alternate), Brian Veerkamp, Kathy Witherow (alternate), Melinda Peak, Mary Tran, Mike Roberts, Joan Wicklund, and Ramona Tripp-Verbeck. Guests: John Hidahl, Maggie Killackey, Nichole Jordan Davis, and Mary Ann Schroth. County Staff: Sherrie Busby, Julianne Melchor, and Mary Cory.
2. The minutes of July 25, 2018 were approved with the addition of the comments and questions about ADA requirements in #5b.
3. Introductions and Announcements –
 - (a) Bonnie announced that she will be retiring from the County in October, and thanked everyone for their support and participation with cemeteries over the years.
 - (b) Mike asked everyone to introduce themselves.
4. Staff Reports:
 - (a) Summary of burials – Bonnie distributed the table of burials in County-managed cemeteries, through August 2018.
 - (b) Planter's House Cemetery access – Bonnie reported that the people have died who made the agreement with the County to provide pedestrian access as part of their building permit. It is now owned by a Trust and she has not been able to reach anyone regarding the access, which needs to have an unlocked gate and brush cleared up.
 - (c) Development projects adjacent to cemeteries –
 - i. Planning Department asked about the Mormon Island Cemetery boundaries. The proposed project in that area is now doing a traffic study.
 - ii. The storage unit going in near Clarksville has done GPR between the church and the project area, and found nothing.
 - iii. Creighton reported that there will be a workshop on Trak It, the County's program on land management. He also reported that there will be presentation on the Brown Act for Commission and Committee members.
5. New Business
 - (a) Cemetery setback language in Building Codes – Mary Tran distributed her updated verbiage. She explained that this was the result of the workshop with Roger Trout, and her report to Supervisor Frentzen. Bonnie noted that the setback language included in the CAC's revised ordinance was removed from the Zoning Ordinance. Mary Tran made a motion to form an ad hoc committee to work on setback language, and to bring back a draft to the full CAC. Mike seconded and the motion was approved. Mary Tran, Mike Roberts, and a representative from Planning Dept. will be on the subcommittee.
6. Old Business
 - (a) Cemetery Ordinance and Management Plan – the "redline" version was distributed and a brief history of the document provided. Creighton suggested a subcommittee to discuss

this draft ordinance, how the ordinance can be enforced, and the possible impact of forming a cemetery district will have. Mike made a motion to form an ad hoc committee, Mary Tran seconded, and the motion was approved. Joan, Bonnie, Nichole, and Roger Runkle will be on the committee. Supervisor Hidahl asked that comments be sent to Julianne so that she can track changes to the document

- (b) Adopt-A-Cemetery-Projects program – the program, as adopted by the Board of Supervisors on June 26 was distributed. Julianne handed out a list of the cemeteries that this program can be applied to.
- (c) Placerville Union –
 - i. Julianne distributed a map that shows the very few available plots in the walkways, as the practice of selling plots in the walkways was established many years ago before the County took over the cemetery. Mike made a motion to rescind his request to stop burying in the walkways, Creighton seconded and the motion was approved. Committee members asked that potential purchasers of walkway plots be fully informed about the location of those plots.
 - ii. Julianne has been working with the Church of the Latter Day Saints to survey the Cemetery. They are about 2/3rd done.
- (d) Exchange of information with the Information Center at Sacramento State (NCIC) – Melinda would like El Dorado County to provide the information to the NCIC. Julianne reported that an updated Assessor's Parcel Number (APN) report needs to be done before that information can be sent to them
- (e) El Dorado Cemetery – no new information.

7. Representative Reports

- (a) BOS Alternate – no report
- (b) Coroner's Office – absent
- (c) Native American Cemeteries – no report
- (d) Fraternal Organizations – absent
- (e) Archaeological Rep – vacant
- (f) District I – no report
- (g) District II – Mary Tran asked about scheduling training for cemetery care.
- (h) District III – no report
- (i) District IV – absent
- (j) District V – no report

8. Public Comment - none

9. The meeting was adjourned at 4:40 PM. The next meeting will be September 26, 2018 in the Library Meeting Room.

Mary Cory, Museum Administrator

Committee Staff: Museum Administrator, Mary Cory
Office of County Counsel, Roger Runkle
Community Development Services, Operations Unit, ASO, Sherrie Busby
Community Development Services, Operations Unit, Dept. Analyst, Julianne Melchor