

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2012-53

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL CREATING A CITY OF DILLINGHAM CEMETERY COMMITTEE

WHEREAS, some citizens approached the City Council and City staff requesting that the City make improvements on the cemeteries located on City property; and

WHEREAS, the City Council understands that the City cemeteries have not had much structure for usage and access; and

WHEREAS, the City Council will appoint a Cemetery Committee to address the expressed concern of citizens, which would meet the expectations of citizens without a resulting financial and administrative cost to the City; and

WHEREAS, the City Council is sensitive to the City's limitations of available funding and available administrative support and staffing; and

WHEREAS, the City Council is very proud and thankful for the volunteer efforts of our citizens, and acknowledges that currently it is primarily through that effort that the cemeteries are accessible and coordinated within the community; and

WHEREAS, the City Council finds that providing a Cemetery Committee may provide better control and structure of the cemeteries that will benefit the community; and

WHEREAS, a Cemetery Committee made up of council members and citizens will allow for providing support, but also aid in exploring a structure that might best serve the limitations and needs of the community;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council establishes a Cemetery Committee with the following structure and responsibilities:

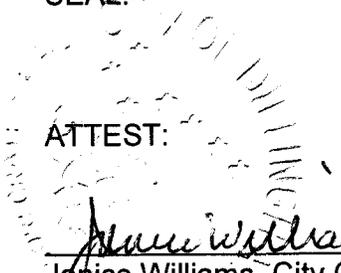
1. Unless extended by the Council, the Committee shall expire on October 31, 2014.
2. The Committee shall be made up of 7 members appointed according to DMC 2.90 Advisory Boards and Committees. At least one of the members will be a current City Council.
3. The Committee will assist and advise the City Manager on the following activities:
 - a. Create a comprehensive map and records for current city owned cemeteries as to the current occupant locations, available sites and access points (trails, roads etc.).
 - b. Establish a process for maintaining records of sites in the cemeteries.
 - c. Establish a process for procurement of City cemetery lots.
 - d. Identify improvements needed and ways to accomplish the improvements.

4. The Committee may not obligate the City of Dillingham but may serve as advisory to the City Manager on application for, receipt of and/or management of any funds for or by the City of Dillingham.
5. The Committee shall be responsible for arranging, conducting and recording minutes for its meetings and shall be responsible for administrative duties not specifically addressed in this resolution.
6. The Committee shall conduct all meetings according to the requirements of DMC 2.90.
7. Prior to expiration the Committee shall provide a report to the Council as to whether the desires of the City and the citizen group were met through this structure and recommend continuance of or changes to the structure for the future.

PASSED and ADOPTED by the Dillingham City Council on Oct. 4 2012.

SEAL:

ATTEST:


Janice Williams
Janice Williams, City Clerk


Alice Ruby, Mayor

City of Dillingham Information Memorandum R2012-53

Subject: A Resolution of the Dillingham City Council Creating a Cemetery Committee

Agenda of: October 4, 2012

City Council Action:

Manager: ~~Recommend~~ approval.

City Manager: Rose Loera

Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	City Clerk / Janice Williams	gw	

Fiscal Note: Yes _____ No X Funds Available: Yes _____ No _____

Other Attachment(s): None

Summary Statement.

At the September 6, 2012, City Council Meeting, Mayor Ruby noted the Council had earlier committed to an ad hoc cemetery committee. She had since contacted a few people, but was waiting for their confirmation. The process would be similar to creating the Parks and Recreation Committee: bring forward a resolution; create an interim committee with the responsibility to do specific items; council would revisit it in 2-3 years to see if was effective, and should continue on. It would be advisory, assisting city staff.