

**FOX HALL/CEMETERY MEETING**  
**6:30 p.m., MONDAY, APRIL 27, 2026**  
**City Hall**

Livestream link:

<https://boxcast.tv/view/planning-commission-raypzcymvpywypkaeyo>

1. CALL TO ORDER
2. ADOPT AGENDA
3. APPROVE MINUTES - of Feb. 23, 2026, regular meeting – *not available to be included in the packet.*
4. Election of Officers - (*no memo*)
5. RECOGNITION OF SCHEDULED VISITORS
6. PUBLIC COMMENTS - Persons who wish to address the Mayor and City Council regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only. Please state your name and address.
7. FINANCIAL REPORTS – Fox Hall and Cemetery –
8. NEW BUSINESS
  - A. Process for selling grave spaces (*no memo*)
  - B. Review of grave space prices
  - C. Cannon repairs
9. OLD BUSINESS
  - A. Cemetery Software Review
  - B. Tree Planting at Cemetery
10. REPORTS
  - Fox Hall usage report
  - Cemetery report
11. ADJOURNMENT

Next meeting is scheduled for 6:30 p.m. Monday, July 27, 2026.



**To:** Fox Hall/Cemetery Board

**From:** Jean Carder

**Date:** April 24, 2026

**Re:** Financial reports

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Finance Director Mikesic was on vacation the end of this week through Monday. Staff was unaware of his pending vacation and did not get him asked to print the finance reports before he left. Those will be available for the next meeting.



**To:** Fox Hall/Cemetery Board

**From:** Jean Carder

**Date:** April 24, 2026

**Re:** Grave Space Pricing

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At the previous meeting, Staff was asked to bring back pricing for Louisburg Cemetery grave spaces.

A single grave space is \$700 and may contain one traditional casket burial or two cremains.

This compares to cemeteries staff contacted when searching for information on the software companies:

**Paola, KS** – population 5,758

- Grave spaces range from \$100 to \$175 depending on cemetery/section with two sections that must be purchased in pairs ranging in price from \$225-\$250. They allow for one casket per space, two cremains per space or they allow for two cremains to be buried on top of a vault/casket

**Osawatomie, KS** – population 4,244

- Spaces are \$250 (if you live within the city limits), \$350 (if you live within the ZIP code) and all other are \$500. They allow 1) one casket plus three cremated remains; 2) four cremated remains in each space.

**Spring Hill, KS** – population 9,689

- Single grave space is \$600 and allows for one casket burial or 2 cremains. The cemetery is City-owned but there is a mill levy to support it. The board pays for mowing and maintenance (mowing, street repaving) without oversight.

**Goodland, KS** - population: 4,465

- Charges a burial permit fee of \$100 and a grave space fee of \$100

**Wamego, KS** – population 4,800

- Grave space is \$125. Cemetery has more than 9,000 spaces A new section was just opened with about 500 spaces left.

**Overland Park** – Pleasant Valley Cemetery – 159<sup>th</sup> & west of Antioch

- Single burial space is \$2,500. For a double burial (cremation) the cost is \$3,750 (or the original \$2,500 plus an additional \$1,250 for the second burial). Additionally, the cemetery is owned by those individuals who have burial rights within the boundaries and is governed by a Board of nine individuals who are all volunteers. They receive no tax money for cemetery maintenance, etc.

**Loveland, CO** – population 80,000

- A single grave space is \$2,000 and may contain 1) single casket; 2) 6 cremains
- Cremains plot – may contain 2 cremains is \$800

Legal: None

Financial: None

Recommendation: Receive and file.



**To:** Fox Hall/Cemetery Board

**From:** Jean Carder

**Date:** April 24, 2026

**Re:** Cannon repairs

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The cannon in the old cemetery was recently repaired and that project is now complete.

Here are before and after pictures:



*Old cannon while crew was making repairs*



*Cannon being set on new base*



Cannon and new base. The contractor went the extra mile to paint the concrete base to make it look like rock.

Legal: None

Financial: None

Recommendation: Receive and file.



**To:** Fox Hall/Cemetery Board

**From:** Jean Carder

**Date:** April 14, 2026

**Re:** Software Review

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With Chairman Dennis DeShazer's assistance, staff put together a software review guide. You may find this useful for review prior to the workshop.

	Track Sales	Inventory	Assign Owners	Notes Feature	Deed	Imagery	GPS tagging	Veteran Grave Tracking	Mapping				Data Migration	
									aerial/Google	Drone	360 imagery	Custom map	user	contractor
<b>CIMS-Gold</b>	X	X	X		Yes - \$ TBD				X	\$3,200 + travel not available	\$7,600 + travel not available		X	\$4000*
<b>CIMS-Light</b>	X	X			Yes - \$ TBD								X	\$4000*
<b>All-Funeral-Legacy#</b>	X	X				X	X	X	X				X	on-site
<b>All Funeral-Basic#</b>	X	X							not available				X	
<b>Cemify</b>	X	X	X	X	X				X**	X			X	
<b>Byond^</b>	X	X			X		X			X - extra \$6,000				X (in Lburg)
<b>webCemeteries</b>	X	X	X	X	X	X	X		\$400/acre					X (in Lburg)

\*CIMS - 25 hrs of data migration included. Add't time is billed at \$200/hr

# All Funeral - Price based on 5-year agreement

^ All-Funeral - integrates with City's new Financial System

\*\* Cemify - mapping costs est at \$3,600

! webCemeteries - allows families/friends to upload obits, military record, family history, photos, etc)

Burial Search-Public	Generate Deeds	Generate Reports	Generate Work Orders	Timeline	App/Portal	Website	Records Audit	Support	Cost				TOTAL COST FIRST YR	All offer 1 license unless more offered as part of base rate
									Base	Set-up fee	Annual fee	Add't license		
\$600 + \$600/yr \$400 + \$500/yr	X	X	X	16 weeks	X				\$2,000 (1 license) \$1,300 (1 license)	\$1,600 not available	\$700 \$500	\$800 + \$175/yr \$400 + \$150/yr	\$4,500 \$1,800	Does not include optional services if available Does not include optional services, if available
X		X	X		X	X	X		\$670/month#				\$8,040	5 yr commitment
not available		X							\$299/month				\$3,588	5 yr commitment
X	X	X	X	1-3 months	X	X		X	Preservation - \$799/yr				\$4,399	Basic plan includes record keeping & mapping tools, public searchable website, email support, 1 hr/yr for map updates/data/records consultation , includes 3 log-ins/licenses Preservation PLUS document templates, work orders, email & phone support, mapping tools, 3 hrs/ yr map updates/data/records consultation
									Management - \$1,299/yr				\$4,899	
									Partner - \$1,899/yr				\$5,499	Management PLUS priority phone/email support, mapping tools, priority mapping/data updates/ annual feature ugrade review; 6 hrs/yr map updates/data/record consultation, inlucses 5 log-ins/license
	X			6-9 months			X	X (24-hr)	\$16,000 - fee can be amortized over 5 years				\$5,300	flat fee includes system set-up, mgmt, data assessment, analysis, doc digitlization, data cleaning and import, testing and training
											\$2,100 (then 4% annually)			
					X	X!		X	\$5,599 - includes set-up & mapping add't fees: \$3,998 for scanning AND \$4,000 custom data entry		\$249 (monthly)		\$9,846	Includes scanning



**To:** Fox Hall/Cemetery Board

**From:** Jean Carder

**Date:** April 24, 2026

**Re:** Potential tree planting at the cemetery

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Attached is the memo and handouts for potential planting trees at the Louisburg Cemetery as discussed at a special meeting between the Cemetery and Park & Tree boards at a special meeting in March.

The board should discuss this option and determine if any additional information is desired.

Legal: None

Financial: None

Recommendation: Discuss and direct staff accordingly



**To:** Park & Tree and Cemetery Boards

**From:** Staff

**Date:** March 23, 2026

**Re:** Tree planting at the Louisburg Cemetery

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At the February and March Park & Tree Board meeting, members discussed annual tree planting. Park & Tree staffer Danny Summa told board members there is currently \$5,000 in the Parks fund for tree planting. He would like to schedule the tree planting in conjunction with Arbor Day and with the volunteer effort during the parks spruce-up day April 25. Tree planting fulfills a requirement to maintain the Tree City USA status. During that discussion it was mentioned the Cemetery Board had previously discussed planting trees at the cemetery, but that Board does not have budgeted money for tree planting. Two of the Park members have tree background with one a certified arborist and landscape designer, and the other a forestry manager for the Forestry Service. At the March meeting Park member Andy Gibbons provided drawings of how potential landscape would look if planted between the sidewalk and the cemetery's drive that would provide some screening from Amity Street and also help beautify the cemetery. (See attached images). The other option discussed was planting a long line of trees but generally the Park board thought this grouping looked more visually appealing.

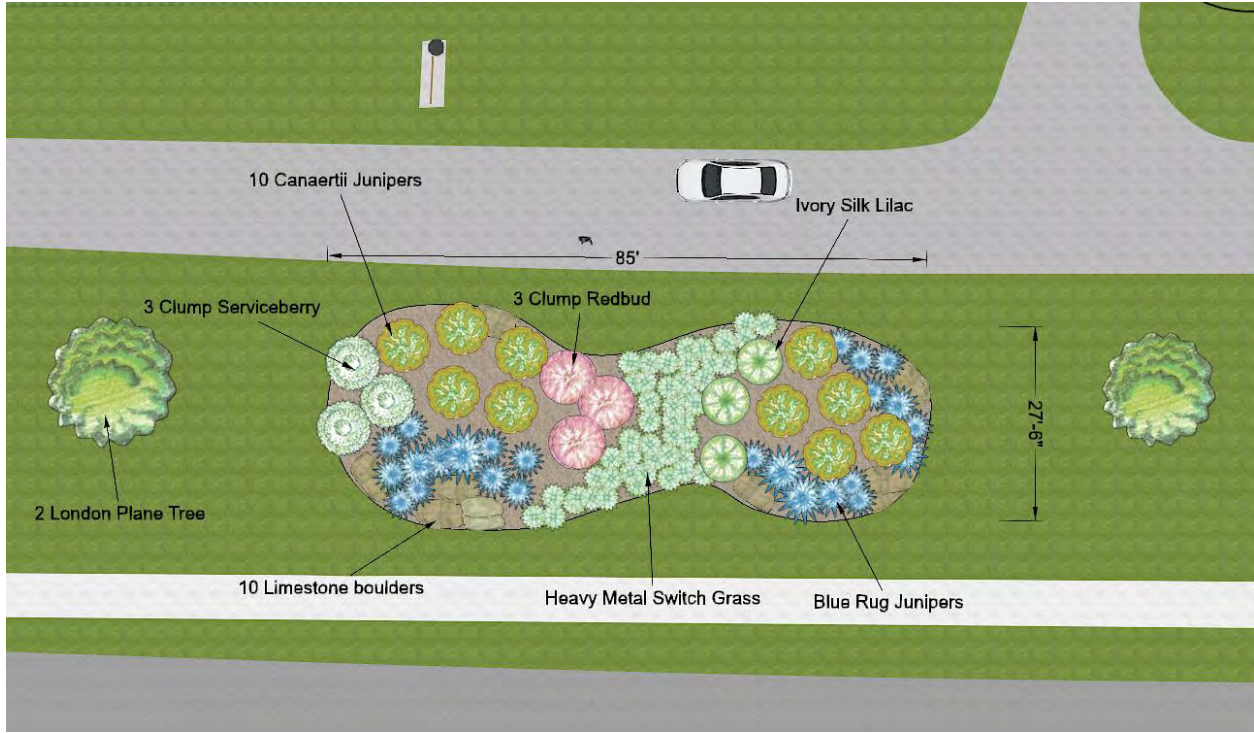
There was discussion if the plantings might hinder the view of the City's community sign located on the west edge of the cemetery. Mr. Gibbons created a You Tube video that helps see the plantings in 3D and noted the sign's visibility should not be a problem. He said this video is to scale. View the video: <https://youtu.be/sj8rBjZV654> (This video will be shown during the meeting.)

Park & Tree Board wanted to involve the Cemetery Board in the discussion before any further action is taken. Members of the two boards should discuss the merit of using some or all of the Park & Tree Board budget to plant trees and other plants at the cemetery.

Financial: None at this time.

Recommendation: Discuss the option to plant trees at the Louisburg Cemetery. Any recommendation to the Council to proceed would need to be made by the Park & Tree Board as that is the board that oversees the tree planting being discussed. Additional consideration would be to have Andy Gibbons and/or Patrick Martin work with staff to select the trees, other plants and materials to be purchased to enable all items to be planted on April 25.

Sample motion: *I move to recommend to City Council to allocate the total \$5,000 (or some other amount to be determined) tree planting line item to install trees and other plants at the Louisburg Cemetery in a landscape area as outlined in the images and video provided at the meeting.*













**To:** Fox Hall/Cemetery Board

**From:** Staff

**Date:** April 24, 2026

**Re:** Fox Hall Rental Update

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Facilities Coordinator Danny Summa provided the following information on Fox Hall rentals from March through August 2026:

**Mar-May Rentals**

March- 16

April- 13

May- 16

**Jun-Aug Reservations**

June- 13

July- 10

Aug- 4

Financial: None at this time.

Recommendation: Receive and file



**To:** Fox Hall/Cemetery Board

**From:** Staff

**Date:** April 24, 2026

**Re:** Cemetery Update

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To date from February to current:

Graves Sold: 4

Burials: 4

Transfers: 2

Financial: None at this time.

Recommendation: Receive and file