



April 21, 2026, Cemetery Advisory Committee Meeting Agenda

2:00 PM

Apple Valley Municipal Center
7100 147th Street West, Apple Valley

1. Call To Order
2. Approval Of Agenda
3. Audience - 10 Minutes Total Time Limit - For Items Not On This Agenda
4. Approval Of Minutes
5. New/Continued Business
 - A. Election of Officers
 - B. Cemetery Improvements
 - Columbarium Area Water Feature
 - Maintenance Shed
 - Replacement of concrete in original columbarium area
 - C. Activity Report - 1st Quarter 2026
 - D. Maintenance and Grounds Update
 - E. Review Cemetery Regulations Postcard and proposed signage for non-regulation items
6. Communications/Updates
 - A. Worker's Day Ceremony - April 28, 2026
7. Other Business
8. Adjourn

Next Regularly Scheduled Meeting Date: July 21, 2026

CITY OF APPLE VALLEY
LEBANON CEMETERY ADVISORY COMMITTEE
January 20, 2026

Minutes of the regular meeting of the Lebanon Cemetery Advisory Committee of Apple Valley, Dakota County, Minnesota, held January 20, 2026, at 2:00 p.m. at Apple Valley Municipal Center.

PRESENT: Nancy Anderson, Dave Brueshoff, John Kabat, Alan Kohls, Dave Kurtz, Jan Monro

ABSENT: Tanya Grawe

City staff members present were Public Works Director Matt Saam, Streets Superintendent Jeff Lathrop, and Cemetery/Public Works Coordinator Wendy Davis.

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m. by Chair Kohls.

2. APPROVAL OF AGENDA

MOTION: of N. Anderson, seconded by D. Brueshoff approving the agenda for today's meeting as written. Ayes - 6, Nays - 0

3. AUDIENCE – 10 MINUTES TOTAL TIME LIMIT FOR ITEMS NOT ON THIS AGENDA

There was no one present to speak.

4. APPROVAL OF MINUTES – October 21, 2025

MOTION: of D. Brueshoff, seconded by J. Monro approving the minutes of the October 21, 2025, meeting. Ayes - 6, Nays - 0

5. NEW/CONTINUED BUSINESS

A. 2026 Goals

Maintenance Shed - The maintenance shed will be on the west side of the cemetery and will be an approximately 30' x 40' building that stores cemetery equipment such as lowering devices and vaults. Mr. Lathrop informed the committee that a meeting is scheduled with Engineering staff to look at layouts for the maintenance shed. Installation is planned for Summer of 2026.

Columbaria Area Water Feature – Mr. Saam updated the committee on the status of the water feature near the new columbaria area. Previously, a private donor has expressed interest in assisting with the water feature as well, however, Mr. Saam has reached out to the donor twice but has not been able to make contact. There are funds allocated in this year's budget to begin the process of designing and installing the water feature.

Original Columbarium Concrete Replacement – Jeff Lathrop informed the committee that the concrete in the original columbarium area is breaking up and needs replacement as it is over 20 years old. This replacement will take place in early spring / summer.

B. Maintenance and Grounds Update

Mr. Lathrop reported that several maintenance activities took place in the fall of 2025. A number of families have collected non-regulation items that were left at the cemetery. These families have been informed of potential regulation changes going forward. In the next two months, a cemetery cleanup will take place, weather dependent. Holiday décor will be left in place until the end of February.

C. Discuss Processes for Non-Regulation Items and Proposed Changes to Cemetery Regulations

Ms. Davis reviewed the proposed changes to the cemetery regulations with the committee and discussed the timeframe for process implementation. The proposed changes include collection and disposal of non-regulation items, changes to payment types accepted, minimum time required for interment and changes to when overtime begins. These proposed changes require City Council approval. If approved by council, a mailing will go out to the cemetery lot owners in April to inform them of the changes that will take place to the regulations on May 1, 2026. Discussion was also had regarding lot owners signing a décor waiver at the time of lot purchase that informs purchasers of what non-regulation items are and that if left at the cemetery, items will be collected and disposed of.

MOTION: of J. Kabat seconded by N. Anderson, approving the proposed 2026 Goals. Ayes - 6, Nays - 0

D. 4th Quarter Activity Report 2025

MOTION: of D. Brueshoff seconded by J. Monro approving the 2025 4th Quarter Activity Report. Ayes - 6, Nays - 0

E. 2025 Cemetery Report

MOTION: of N. Anderson seconded by D. Kurtz, approving the 2025 Cemetery Report. Ayes - 6, Nays - 0

F. Cemetery Advisory Committee Term Expirations

The terms of Nancy Anderson, David Brueshoff and Alan Kohls expire March 1, 2026. All have expressed interest in serving another term.

6. COMMUNICATIONS / UPDATES

7. OTHER BUSINESS

8. ADJOURN

MOTION: of J. Kabat, seconded by D. Kurtz to adjourn the meeting. Ayes - 6, Nays - 0

Meeting adjourned at 2:43 p.m.

Respectfully submitted,

Wendy Davis, Cemetery/ Public Works Coordinator

Approved by the Cemetery Advisory Committee on _____

**Lebanon Cemetery of Apple Valley
2026 Activity Report
(First Quarter)**

January 1 to March 31, 2026

SALES	Resident	Non-Resident	Preneed	At Need	Available
Traditional Lot	4	1	3	2	
Cremation Lot	1		0	1	
Columbarium Niche	8	1	6	3	
Cremation Boulder	0			0	
SUBTOTAL	13	2	9	6	

TOTAL SALES 15

BURIALS	Traditional	Creman
Traditional Lot	6	2
Cremation Lot	0	0
Columbarium Niche	-	1
Cremation Boulder	-	0
SUBTOTAL	6	3

TOTAL BURIALS 9

TITLE CHANGES 0

TRANSFERS 0

RETURNS 0

LOT SPLITS