



July 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. Minutes
5. New/Continued Business
 - A. Cemetery Improvements
 - Columbarium Area Water Feature
 - Maintenance Shed
 - Replacement of concrete in original columbarium area
 - B. Activity Report - 2nd Quarter 2026
 - C. Maintenance and Grounds Update
 - D. Discuss Proposed Fees for 2027
6. Communications/Updates
7. Other Business
8. Adjourn

Next Regularly Scheduled Meeting Date: October 20, 2026

City of Apple Valley

April 21, 2026, Lebanon Cemetery Advisory Committee Meeting Minutes

Minutes of the regular meeting of the Lebanon Cemetery Advisory Committee of Apple Valley, Dakota County, Minnesota, held April 21, 2026, at 2:00 p.m., at the Apple Valley Municipal Center.

Present: Nancy Anderson, Tanya Grawe, John Kabat, Alan Kohls, Dave Kurtz, Jan Monro

Absent: Dave Brueshoff

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. Approve Agenda

Motion: of N. Anderson, seconded by T. Grawe approving the agenda for today's meeting as written. Ayes - 6, Nays - 0

3. Audience

There was no one present to speak.

4. Approval of Minutes

Motion: of N. Anderson, seconded by T. Grawe approving the minutes of the January 20, 2026 meeting. Ayes - 6, Nays - 0

5. New/Continued Business

A. Election of Officers

Chair Kohls asked for nominations for Chair. Committee Member T. Grawe nominated Alan Kohls for Chair. There were no other nominations.

MOTION: of T. Grawe, seconded by J. Monro appointing Alan Kohls, Chair of the Lebanon Cemetery Advisory Committee for 2026. Ayes - 6, Nays - 0

Chair Kohls asked for nominations for Secretary. Committee Member T. Grawe nominated David Brueshoff. There were no other nominations.

MOTION: of D. Kurtz, seconded by J. Monro appointing David Brueshoff, Secretary of the Lebanon Cemetery Advisory Committee for 2026. Ayes - 6, Nays - 0

B. Cemetery Improvements

Columbaria Area Water Feature – Mr. Lathrop updated the committee on the status of the water feature near the new columbaria area. Staff have met with vendors to discuss potential design. A design will be brought forward for the committee to review at a future meeting. Mr. Lathrop hopes to have the water feature installed in late 2026.

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 with Engineering staff to look at layouts for the maintenance shed took place last week. Staff will meet with Planning as well. Installation is planned for 2026.

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 this summer.

C. Activity Report – 1st Quarter 2026

Motion: of D. Kurtz seconded by J. Kabat, approving the 2026 1st Quarter Activity Report
Ayes - 6, Nays – 0

D. Maintenance and Grounds Update

Mr. Lathrop informed the committee that burial site restorations have begun and will continue over the next few weeks. Due to a late snowstorm, several ruts exist at the cemetery that will be repaired. A cemetery cleanup will take place on May 1 to collect non-regulation items and dispose of these items. A sandwich board will be placed at the entrance of the cemetery on April 24 informing visitors of the removal and disposal of non-regulation items. The irrigation will be turned on beginning May 8. New plants were planted in the boulder area as well as the flag area.

E. Review Cemetery Regulations Postcard and proposed signage for non-regulation items

Ms. Davis reviewed the postcard that was sent to cemetery purchasers in early April to inform them of the changes that will take place to the regulations on May 1, 2026. Proposed signage regarding regulations and collections and disposal of non-regulation items was provided to committee members for review and discussion. These signs will be placed at four locations within the cemetery.

6. Communications

Workers Day - The annual Workers Day Ceremony will be held at Lebanon Cemetery on April 28 at 6PM. The ceremony commemorates workers who have died while performing their occupations.

7. Other Business

8. Adjourn

Motion: of N. Anderson, seconded by J. Kabat, to adjourn. Ayes - 6 - Nays - 0.

The meeting was adjourned at 2:20 p.m.

Respectfully submitted,

Wendy Davis, PW/Cemetery Admin Coordinator

Approved by the Lebanon Cemetery Committee on _____

Lebanon Cemetery of Apple Valley
2026 Activity Report
(Second Quarter)

April 1 through June 30, 2026

SALES	Resident	Non-Resident	Preneed	At Need	Available
Traditional Lot	20	3	16	7	507
Cremation Lot	6	1	5	2	738
Columbarium Niche	11	4	8	7	98
Cremation Boulder	3	1	4	0	11 spaces
SUBTOTAL	40	9	33	16	

TOTAL SALES 49

BURIALS	Traditional	Creman
Traditional Lot	7	5
Cremation Lot		4
Columbarium Niche	-	6
Cremation Boulder	-	2
SUBTOTAL	7	17

TOTAL BURIALS 24

TITLE CHANGES 0

TRANSFERS 0

RETURNS 3

LOT SPLITS 4