



## AGENDA ITEM # 9.2.B

### REPORT TO CITY COUNCIL

**Report Prepared by: Jason Gorr – Public Works Director**

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**Date:** May 5, 2020

**Subject:** Cemetery – Sign

**Report:** To allow for proper communication and compliance, we would like to erect a sign displaying key rules in the Cemetery. Design goals were to be aesthetically appealing and to be built with long lasting construction. The plan was reviewed by the Zoning Specialist to ensure compliance with the City's zoning ordinances.

The following quotes were solicited from two local vendors for the actual sign portion.

- Jessie Jane's Signs – ¼" thick poly-metal sign board with vinyl lettering. This combination is rated as an 8-10 year product with no maintenance. Cost is \$400 for a 4' x 8' sign
- Dallman Signs – A 4' x 6' sign would cost \$396.

Attached is the sign wording/design. I am recommending acceptance of the quote from Jessie Jane's Signs.

Sign structure construction would be completed by Public Works Staff and will consist of cedar lumber, wood burning for grain accents, a small shingled roof, and set in a decorative oval shaped landscaped area (attached is a map of the proposed location and structure plans). Total costs for this sign project are below.

- 4' x 8' ¼" poly-metal sign board with vinyl lettering - \$400
- Cedar wood posts and frame - \$90
- Metal landscape edging - \$30
- Cat-mint flowers (same as in Dru's Garden) - \$45
- TOTAL - \$565

**Council Action Requested:** Council motion approving the Cemetery sign project for a total cost of \$565 which includes the acceptance of the sign quote from Jessie Jane's Signs at a cost of \$400 and supplies at a cost of \$165 to be paid from the Cemetery Fund.



*City of*  
**Pequot  
Lakes**  *Cemetery*

The following rules are to keep a high standard of appearance. Thank you for complying and helping in this process.

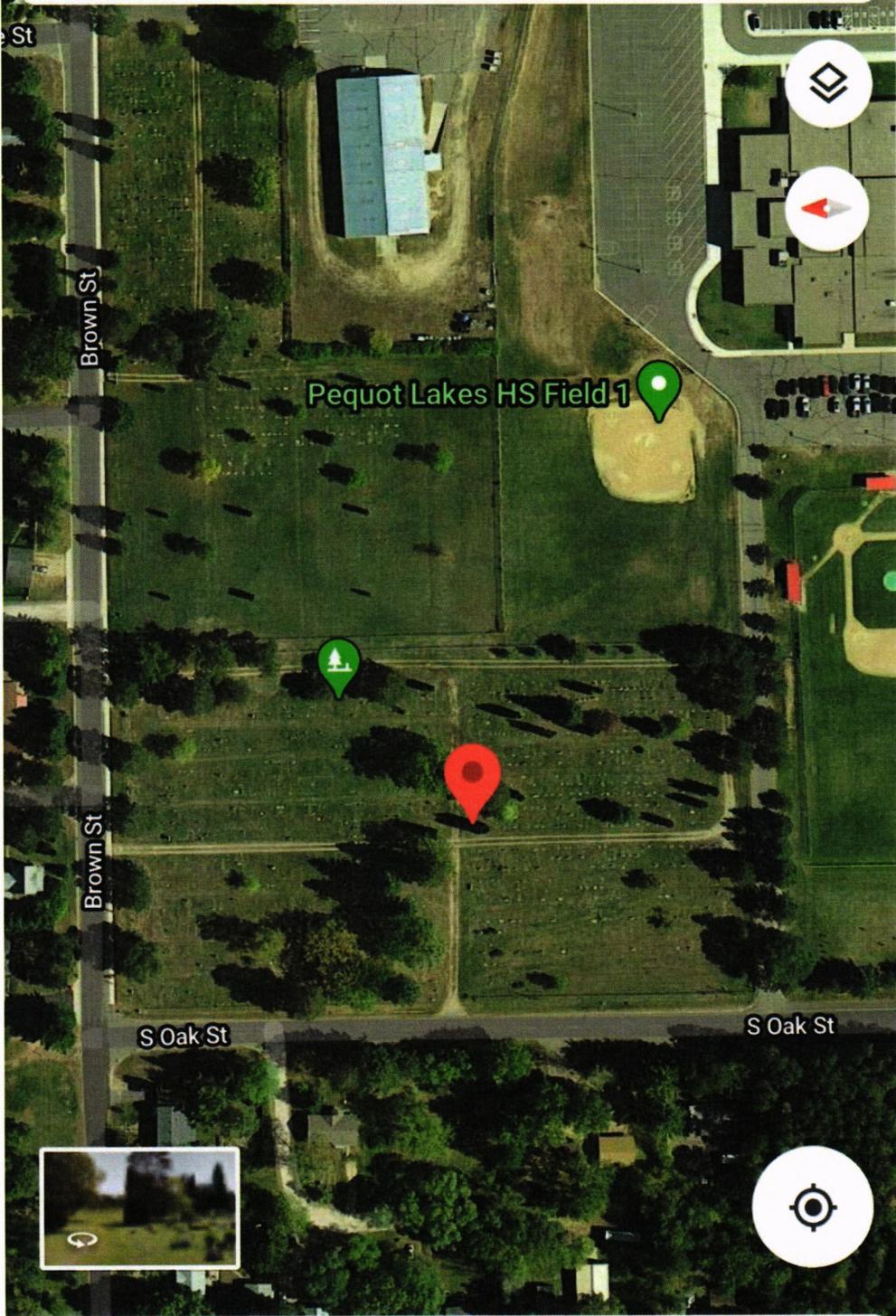
1. All headstones need approval by the Public Works Director prior to installation.  
Please contact City Hall at (218)568-5222.
2. All flowers, wreaths, or funeral designs must be within 6 inches of the headstone.
3. All potted plants must be in an elevated planter, platform, or shepherds hook at a minimum of 3 feet in height and within 6 inches of the headstones.
4. All flowers, wreaths, and funeral designs must be removed by October 1st.  
If not removed by October 1st, the Public Works Department will dispose of them.
5. No plantings of any kind are allowed in the cemetery.
6. A full list of cemetery rules is available on the City's web site at [www.pequotlakes-mn.gov](http://www.pequotlakes-mn.gov).

2:15

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Pequot Lakes HS Field 1

Dropped pin

Near Pequot Lakes Cemetery, Pequot Lakes, MN 56472 ·

Directions

Start

Save

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Subject: \_\_\_\_\_  
Project No: \_\_\_\_\_  
Sheet No: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

