



MEMO

To: Mayor and City Council Members
From: Nora Sanchez, Manor Cemetery Manager
Date: January 18, 2023
RE: **December 2022**

December 2, 2022- Survey and monitor the cemetery.
December 10, 2022 - Cleaned grave sites for Christmas visits.
December 15, 2022 - Separated Lester Young grave site next to Maude Taylor. Ms Taylor's family complained that Mr. Young was taking too much room. I shoveled over the dirt and landscaping material.
December 20, 2022 - Survey and monitor the cemetery.
December 21 through January 3, out of pocked with Covid-19 and Severe Sinus Infection.