CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: SWWRPC Cemetery GIS System Update Proposal

Requested & Presented by: DPW Jasen Glasbrenner in coordination with Cemetery Sexton Tess Barr-Hamblin

Meeting Date: Public Works Committee on 09-18-2025

Committee Review:

Background: A discrepancy has been identified in the GIS mapping of the Richland Center Cemetery's Memorial Section (AA–HH). The original digital map was built using spreadsheet data that inaccurately listed the same number of plots per row, despite row lengths decreasing due to a road curve. For example, row AA contains 34 plots while row CC has only 29, yet all were mapped as if they had 34.

This discrepancy has resulted in nonexistent "extra" plots appearing as unsold and plot widths in shorter rows being compressed below the standard 4 feet. This only became evident after additional legacy maps and physical layout details were reviewed post-GIS development.

In coordination with SWWRPC, a correction plan has been developed. The proposed work includes:

- Fixing alignment and spacing in Sections AA–HH to match original maps.
- Correcting ~1,000 additional plots across the cemetery flagged for missing/conflicting information.

Department Recommendation: Staff recommends the approval of the expenditure of $1,000 for the Cemetery GIS System correction work from unallocated contingency to resolve known issues and ensure continued accuracy of the cemetery platform.

Financial Impact: $1,000 unbudgeted expenditure separate from the annual SWWRPC maintenance contract.

Funding Source: Unallocated Contingency 10-59100-390

Requested Action:

PUBLIC WORKS: Motion to recommend to the Finance Committee to approve the expenditure of $1,000 for the Cemetery GIS System correction work from unallocated contingency.

FINANCE: Motion to recommend to the Common Council to approve the expenditure of $1,000 for the Cemetery GIS System correction work from unallocated contingency.

COUNCIL: Motion to approve the expenditure of $1,000 for the Cemetery GIS System correction work from unallocated contingency.

Attachment(s):

SWWRPC Cemetery GIS System Correction Proposal