

A G E N D A

A regular meeting of the City of Waxahachie Cemetery Board to be held on ***Thursday, April 1, 2021*** at ***8:30 a.m.*** in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

Members: Peggy Crabtree, Chairman
Chad Hicks
Connie McGuire
Chelsea Holder
Perry Giles

1. Call to Order
2. ***Public Comments:*** Persons may address the Cemetery Board on any issues. This is the appropriate time for citizens to address the Board on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Board may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
3. Approval of minutes of the City Cemetery Board meeting of February 4, 2021
4. Discuss cemetery activities and take any necessary action
5. Discuss cemetery pavilion project and take any necessary action
6. Discuss cemetery clean-up schedule and take any necessary action
7. Adjourn

The Cemetery Board reserves the right to go into Executive Session on any posted item.

This meeting location is wheelchair-accessible. Parking for mobility impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at (469) 309-4005 or (TDD) 1-800-RELAY TX

Notice of Potential Quorum
One or more members of the Waxahachie City Council may be present at this meeting.
No action will be taken by the City Council at this meeting.

Cemetery Board
February 4, 2021

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, February 4, 2021 at 8:30 a.m. in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

Members Present: Peggy Crabtree, Chairman
Chad Hicks
Chelsea Holder
Perry Giles

Member Absent: Connie McGuire

Others Present: Gumaro Martinez, Director of Parks and Recreation
Brad Barnes, Assistant Parks & Recreation Director

Melissa Olson, Council Representative

1. Call to Order

Chairman Peggy Crabtree called the meeting to order.

2. Public Comments

None

3. Approval of minutes of the City Cemetery Board meeting of January 7, 2021

Action:

Mr. Chad Hicks moved to approve the minutes of the Cemetery Board meeting of January 7, 2021. Mr. Perry Giles seconded, All Ayes.

4. Discuss cemetery activities and take any necessary action

Director of Parks and Recreation Gumaro Martinez reported January 2021 had eleven (11) plots sold and seven (7) burials. He reported clean-up of the cemetery is scheduled for March 1, 2021 noting signs are posted. He stated to use discretion when throwing things away noting items are allowed on the headstone. Mr. Martinez discussed establishing recurring annual clean-ups noting a schedule will need to be posted on a sign and noted staff will bring a schedule to the next meeting.

5. Discuss cemetery Capital Improvement Projects and take any necessary action

Mr. Martinez discussed the drawing height of the columbarium pavilion. He stated the last proposal from the contractor was 9 feet. Mr. Hicks stated the post can be wrapped with stone or brick if the posts appear to be too small.

Action:

After further discussion, Mr. Chad Hicks moved to keep the original height design of eleven (11'). Mr. Perry Giles seconded, All Ayes.

6. Discuss plot and columbarium niche pricing and take any necessary action

Mr. Martinez reviewed the cemetery plot pricing and surrounding areas ranged from \$1,800 to \$2,200. He stated the current cost of plots are \$1,400 in the new addition and \$1,700 in the old addition. The proposed fee increase is \$1,700 in the new addition and \$2,000 in the old addition. An additional \$25.00 processing fee will be added to the proposed fee increases.

Mr. Martinez reviewed the columbarium niche pricing and presented a price structure ranging from \$1,400 to \$1,800. Moving forward the board agreed to review cemetery fees on a five-year basis.

Action:

After further discussion Ms. Chelsea Holder moved to adopt pricing as presented by staff. Mr. Chad Hicks seconded, All Ayes.

7. Discuss permanent marker fee and take any necessary action

Mr. Martinez reported approximately 10 – 20 graves (20%) of graves do not have a permanent marker after one (1) year of burial.

Mr. Perry Giles recommended waiting two (2) years and then putting out an affordable marker that will be funded through cemetery revenues.

Action:

Mr. Perry Giles moved to install affordable inexpensive granite markers after two (2) years and cemetery to be paid by cemetery revenues. Ms. Chelsea Holder seconded, All Ayes.

8. Adjourn

There being no further business the meeting adjourned at 9:25 a.m.

Respectfully submitted,

Brad Barnes
Assistant Parks & Recreation Director