

Cemetery Board
January 7, 2021

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, January 7, 2021 at 8:30 a.m. in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

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

Others Present: Gumaro Martinez, Director of Parks and Recreation
Brad Barnes, Assistant Parks & Recreation Director
Michaela Drewry, Recreation Specialist
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 November 5, 2020

Action:

Ms. Connie McGuire moved to approve the minutes of the Cemetery Board meeting of November 5, 2020. Ms. Chelsea Holder seconded, All Ayes.

4. Discuss cemetery activities and take any necessary action

Mr. Gumaro Martinez, Director of Parks and Recreation, reported that in the month of November 2020, five burials took place and ten plots were sold. In December 2020, ten burials took place, and eleven plots were sold.

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

Mr. Martinez updated the board on the status of the columbarium pavilion project and reported the engineer had to alter the plans due to a supply shortage. Mr. Doug Pate, the Nay Company, also advised the Board of structural changes and will proceed upon approval of plans. The Board discussed the aesthetic sacrifice of altering the design and expressed they would like to see both the original and revised plans before continuing construction.

Action:

Ms. Connie McGuire moved to halt construction on pavilion project until plans have been reviewed and approved. Mr. Chad Hicks seconded, All Ayes.

Mr. Martinez reported the cemetery restroom is to be installed early spring once utilities have been set up.

6. Discuss columbarium niche pricing and take any necessary action

Mr. Martinez presented project cost in relation to number of niches to calculate price per niche, stating price point needs to be above \$1,400 to cover project cost. The Board discussed prices of all plots in comparison to surrounding cemeteries. Ms. McGuire asked if the Board could be given comparable pricing before next meeting to prepare a decision.

Mr. Martinez presented possible designs for niche doors from Giles Monument and Sunset Memorial. The Board proposed waiting to decide on niche design until the price is set.

Action:

Ms. Connie McGuire moved to discuss a price increase for current plots, and for columbarium pricing to be decided at a future meeting. Mr. Chad Hicks seconded, All Ayes.

7. Discuss permanent marker fee and take any necessary action

Mr. Martinez asked the Board to reconsider requiring a permanent marker for all plots due to record-keeping issues and payment logistics. Mr. Martinez suggested the purchaser provide proof of headstone purchase before buying a plot. Mr. Perry Giles noted that the timeline to require a footstone should be more than a year.

Action:

Mr. Chad Hicks moved to discuss a permanent marker fee at a future meeting. Mr. Perry Giles seconded, All Ayes.

8. Discuss cemetery clean up and take any necessary action.

Action:

Ms. Chelsea Holder moved to approve cemetery clean-up signs and advertising clean-up in the newspaper before March 1, 2021. Ms. Connie McGuire seconded, All Ayes.

9. Adjourn

Respectfully submitted,

Michaela Drewry
Recreation Specialist