

Cemetery Board  
July 6, 2023

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, July 6, 2023 at 8:30 a.m. in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

Members Present: Connie McGuire, Chairman  
Perry Giles, Vice Chairman  
Chelsea Holder  
Marion Reynolds

Member Absent: Robin Dukes

Others Present: Kyle Cooper, Director of Parks & Recreation  
Brad Barnes, Assistant Director of Parks & Recreation  
Yadira Campos, Recreation Specialist  
Patrick Souter, Council Representative

**1. Call to Order**

Chairman Connie McGuire called the meeting to order.

**2. Public Comments**

Jeff Jones shared on the completion of his donated Baby Land Headstone project. There were 9 headstones created for Baby Land plots that were missing headstones. Mr. Jones asked staff to evaluate replacing the rose bushes and he offered to assist.

**3. Approval of minutes of the City Cemetery Board meeting of May 4, 2023**

**Action:**

*Chelsea Holder moved to approve the minutes of the Cemetery Board meeting of May 4, 2023. Marion Reynolds seconded, All Ayes.*

**4. Hear update on Baby Land headstone project**

The Board expressed their appreciation to Jeff Jones for donating the headstones to Baby Land.

**5. Hear update on Cemetery plot sales and services**

Brad Barnes, Assistant Director of Parks and Recreation, reported cemetery sales and services as follows:

- June: 6 plot sales, 2 cremation sales, 2 columbarium sales, and 2 burials
- Current total: 35 plot sales, 3 cremation sales, 5 columbarium sales, and 35 burials

**6. Hear update on Cemetery operations**

Marion Reynolds shared that the Chapman family has not heard back from the cemetery contracted grave digger in regards to the request of excavating on their family plot. Staff stated they have

contacted the Chapman family to confirm they have the correct contact information. Ms. Holder requested an update once the Chapman family is contacted.

Perry Giles asked if there was an update on the installation of lights and cameras at the cemetery, and Mr. Barnes stated staff will have a cost for the installment within the next couple of weeks. Chairman McGuire asked how many cameras will be installed at the cemetery. Mr. Barnes shared the four (4) types of camera options and noted the cameras will be positioned at each entrance.

Kyle Cooper, Director of Parks and Recreation, noted the road base for the cemetery has been delivered and will be spread throughout the cemetery by City employees.

Ms. Reynolds asked if the cemetery offers community service hours and Mr. Barnes confirmed they do. He explained each hour is counted as double time at the cemetery. Ms. Reynolds asked if staff has contacted colleges to see if there are students looking for a seasonal position and Mr. Cooper noted staff has. He explained the upcoming salary increase may encourage people to apply for open positions at the cemetery.

#### **7. Consider proposed Cemetery Waiver Form/FAQ**

Mr. Barnes shared the new FAQ form with the Board. After further discussion, staff noted they will present a final form at the next Cemetery Board meeting.

#### **8. Adjourn**

There being no further business, the meeting adjourned at 9:15 a.m.

Respectfully submitted,

Yadira Campos  
Recreation Specialist