

Cemetery Board  
August 1, 2019

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, August 1, 2019 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

Member Absent: Perry Giles

Others Present: John Smith, Director of Parks and Recreation  
Gumaro Martinez, Assistant Director of Parks and Recreation  
Lori Cartwright, City Secretary  
Melissa Olson, Council Representative

### **1. Call to Order**

Chairman Peggy Crabtree called the meeting to order.

### **2. Approval of minutes of the City Cemetery Board meeting of July 11, 2019**

Chairman Crabtree made an amendment to the minutes as follows:

*Chairman Crabtree reported she attended a seminar and it was suggested to put headstones on concrete. She read from the Texas Historic Commission website pertaining to cemetery restoration and it depicted to not put broken headstones in concrete due to the destruction it will cause over the years.*

#### **Action:**

*Ms. Connie McGuire moved to approve the minutes of the Cemetery Board meeting of July 11, 2019 as amended. Mr. Chad Hicks seconded, All Ayes.*

### **3. Discuss Cemetery activities and take any necessary action**

Parks and Recreation Director John Smith reported, in the month of July, five lots were sold and eleven burials took place with one being a cremation burial.

Assistant Director of Parks and Recreation Gumaro Martinez showed pictures of headstones that were leveled on July 13, 2019. Mr. Smith stated staff can level the smaller headstones.

Councilmember Melissa Olson asked if grave sites can be online for one to look up. Mr. Martinez stated staff is working on an interactive map that will have details including map and photos. He stated a volunteer is currently working on the project and it will take some time to complete.

Mr. Martinez stated the City's budget for Fiscal Year 2019-2020 includes the Cemetery Pavilion and Columbarium in the amount of \$175,000.00. He stated City Council will approve the budget in September.

Chairman Crabtree stated she had been approached asking if the Boy Scouts can clean headstones. Mr. Smith stated he will reach out to the Boy Scouts to discuss.

**4. Discuss Cemetery grave services and take any necessary action**

Mr. Smith reported at the meeting of July 11, 2019, he reported proposals were received for grave opening and closing services and Mr. Perry Giles and Mr. Chad Hicks were appointed to review the proposals and report back to the Board.

Mr. Hicks reported he and Mr. Giles reviewed the proposals and concluded to recommend continuing with the services of NAVCO. He stated one stipulation is NAVCO take a picture of the front of the stone prior to grave digging.

**Action:**

*Ms. Connie McGuire moved to contract with NAVCO for cemetery grave services. Mr. Chad Hicks seconded, All Ayes.*

**5. Consider Cemetery headstone variance request**

Mr. Smith reported that a person visiting the cemetery in the 4<sup>th</sup> Addition noticed a grave marked with a cross made of PVC pipe and offered to gift a headstone. Discussion was held and it was determined to locate the family for permission.

Mr. Brad Roughton, NAVCO, stated some cemeteries charge \$100.00 fee and if the family puts an approved headstone up in a certain timeframe, they would be reimbursed.

**6. Public Comments**

None

**7. Adjourn**

*There being no further business, Ms. Chelsea Holder moved the meeting adjourn at 8:52 a.m. Mr. Chad Hicks seconded, All Ayes.*

Respectfully submitted,

Lori Cartwright  
City Secretary