

# **A G E N D A**

A regular meeting of the City of Waxahachie Cemetery Board to be held on **Thursday, January 7, 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 November 5, 2020
4. Discuss cemetery activities and take any necessary action
5. Discuss cemetery Capital Improvement Projects and take any necessary action
6. Discuss columbarium niche pricing and take any necessary action
7. Discuss permanent marker fee and take any necessary action
8. Discuss cemetery clean up and take any necessary action.
9. 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.***

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, November 5, 2020 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 and 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. Reorganize the Board**

**Action:**

*Ms. Connie McGuire moved to nominate Peggy Crabtree as Chairman. Ms. Chelsea Holder seconded, All Ayes.*

**4. Approval of minutes of the City Cemetery Board meeting of March 12, 2020**

**Action:**

*Ms. Connie McGuire moved to approve the minutes of the Cemetery Board meeting of March 12, 2020. Mr. Perry Giles seconded, All Ayes.*

**5. Discuss cemetery activities and take any necessary action**

Mr. Gumaro Martinez, Director of Parks and Recreation, reported that in the month of October 2 plots were sold, 8 burials took place, and he noted that one family plot was sold.

Mr. Martinez proposed the Board approve a cemetery-wide clean-up in the upcoming year to remove excessive decorations that restrict maintenance to those plots.

**Action:**

*Ms. Connie McGuire moved to plan a cemetery-wide clean-up for March 2021. Mr. Chad Hicks seconded, All Ayes.*

**6. Discuss cemetery Capital Improvement Projects and take any necessary action**

Mr. Martinez updated the Board on the progress of the cemetery pavilion construction, as well as the delivery date for the first columbarium. He noted the projected completion date had been moved from December to sometime in January.

Mr. Martinez presented pictures of the restroom to be installed as part of the future expansion of Addition 12. The Board discussed location and timeline of restroom.

**7. Consider fees for sale of columbarium niches**

Ms. Connie McGuire expressed the Board should put parameters on the wording and style of the niche-covers. Mr. Perry Giles mentioned a bronze plate would be too expensive and cause maintenance issues. Mr. Chad Hicks suggested it be mandatory upon purchase to engrave on the granite niche-covers. Mr. Giles replied frosting would look better since the granite is black, and the surface area is small. The Board expressed they would like to see some niche-designs and decide on a requirement for the sake of uniformity and aesthetic.

Ms. McGuire stated that at minimum, to recuperate the total cost of the project, the city would need to charge \$750 to \$900 per niche. She noted waiting until a design is chosen to decide a price point would be best.

**8. Adjourn**

*There being no further business, Ms. Chelsea Holder moved the meeting adjourn at 9:26 a.m. Mr. Chad Hicks seconded, All Ayes.*

Respectfully submitted,

Michaela Drewry  
Recreation Specialist