

# **AGENDA**

A regular meeting of the City of Waxahachie Cemetery Board to be held on ***Thursday, November 4, 2021*** at ***9:00 a.m.*** at the City Cemetery Pavilion, 300 S. Hawkins Street, 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. Reorganize the Board
4. Approval of minutes of the City Cemetery Board meeting of September 2, 2021
5. Discuss cemetery activities
6. 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) 309-4006 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, September 2, 2021 at 8:30 a.m. at the City Cemetery Pavilion, 300 S. Hawkins Street, Waxahachie, Texas.

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

Others Present: Gumaro Martinez, Executive Director of Parks & Leisure Services  
Brad Barnes, Assistant Parks & Recreation Director  
Yadira Campos, Recreation Specialist  
Travis Smith, Council Representative  
Jami Bonner, Assistant City Secretary

**1. Call to Order**

Chairman Peggy Crabtree called the meeting to order.

**2. Public Comments**

Ms. Angela Robertson expressed her gratitude to Mr. Gumaro Martinez for assisting in her search of her grandparents' grave. Ms. Robertson stated she believes she knows where her grandparents' plots are located, but has not been able to confirm the details. Ms. Robertson requested ideas from the board on how to locate more information to confirm her research.

**3. Approval of minutes of the City Cemetery Board meeting of June 3, 2021**

**Action:**

*Ms. Connie McGuire moved to approve the minutes of the Cemetery Board meeting of June 3, 2021. Ms. Chelsea Holder seconded, All Ayes.*

**4. Consider request from Craig & Janet Rudolph for bench on cemetery plot**

Mr. Craig Rudolph stated the bench would be made of stone and similar to a bench adjacent to his son's plot. Mr. Perry Giles recommended the concrete base be a little larger than the bench itself to decrease the opportunity of potential damage to the bench.

**Action:**

*Ms. Connie McGuire moved to approve a request from Craig and Janet Rudolph for bench on cemetery plot. Ms. Chelsea Holder seconded, All Ayes.*

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

Mr. Gumaro Martinez, Executive Director of Parks and Leisure Services, presented the progress and near completion of the Cemetery Pavilion project. Board members expressed concerns in regards to the color of the pillars and recommended considering either painting the pillars a different color or adding masonry. Mr. Perry Giles asked if funeral homes are able to utilize the

pavilion and if there will be communication to notify funeral homes of the pavilion. Mr. Martinez responded the pavilion is available for funeral home use and once completed, the City will communicate with area funeral homes.

Mr. Chad Hicks recognized Mr. Steve Hamm for presenting the idea for the Cemetery Pavilion.

Mr. Martinez reported lot sales and services as follows:

June – 5 lots sales, 9 services

July – 5 lot sales, 7 services

August – 14 lot sales, 6 services

**6. Consider cemetery pavilion landscaping options and take any action**

Mr. Martinez and Mr. Chris Seale, Horticulturist, presented landscaping options for the pavilion. Ms. Peggy Crabtree recommended planting shrubs that will not grow too tall. Mr. Chad Hicks requested adding planters to line the sidewalks.

Mr. Martinez requested the board to approve project landscaping funds of \$12,000. Mr. Chad Hicks recommended adding \$1,000 to add additional planters at the entrance of the pavilion.

**Action:**

*Mr. Chad Hicks moved to approve funding of \$13,000 for Cemetery Pavilion landscaping project.  
Ms. Chelsea Holder seconded, **All Ayes.***

**7. Adjourn**

There being no further business, the meeting adjourned at 9:05 a.m.

Respectfully submitted,

Jami Bonner  
Assistant City Secretary