

# **A G E N D A**

A regular meeting of the City of Waxahachie Cemetery Board to be held on ***Thursday, February 2, 2023*** at ***8:30 a.m.*** in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

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

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 3, 2022
4.     Hear update on Cemetery plot sales and services
5.     Hear update on dumpster enclosure
6.     Hear update on Headstone Restoration Project
7.     Consider proposed Cemetery Waiver Form
8.     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, November 3, 2022 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  
Amber Villarreal, City Secretary  
Patrick Souter, Council Representative

**1. Call to Order**

Brad Barnes, Assistant Director of Parks & Recreation, called the meeting to order.

**2. Public Comments**

None.

**3. Reorganize the Board**

**Action:**

*Mr. Perry Giles moved to nominate Connie McGuire to serve as Chairman. Ms. Marion Reynolds seconded, All Ayes.*

*Chairman Connie McGuire moved to nominate Perry Giles to serve as Vice Chairman. Ms. Chelsea Holder seconded, All Ayes.*

**4. Approval of minutes of the City Cemetery Board meeting of September 8, 2022**

**Action:**

*Ms. Chelsea Holder moved to approve the minutes of the Cemetery Board meeting of September 8, 2022. Chairman Connie McGuire seconded, All Ayes.*

**5. Hear update on Cemetery vandalism repairs**

Mr. Barnes reported Texas Cemetery Restorations was scheduled to begin repairs in October; however, they have been delayed until November due to their full schedule.

**6. Hear update on Babyland headstone project**

Mr. Barnes explained the Jones family has prepared a draft letter to send to families in Babyland to gauge interest for them to provide a flat marker with the child's first and last name and dates for

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unmarked graves. He noted there are currently 9 unmarked spaces and staff has contact information for 8 of those spaces.

It was the consensus of the Board to proceed with sending out letters to the families in Babyland with unmarked graves.

**7. Hear update on security camera project**

Mr. Barnes explained \$50,000 was budgeted for FY 23 and staff is working with the Information Technology Director on a joint effort to purchase and install security cameras at the cemetery. He noted the cameras are planned to be installed at the cemetery entrance, near the parks shop, near the new restroom, and at each section where the trail meets the cemetery. Mr. Barnes explained staff explored the option of using a solar system but they were not reliable or adequate.

The Board expressed support for providing a security system in the cemetery to deter vandalism or to assist with investigating issues.

**8. Discuss and consider upcoming clean-up events**

Mr. Barnes reviewed the City's current ordinance regarding clean-up at the cemetery and noted in the past staff has posted signs notifying the public of upcoming clean-up dates to provide them an opportunity to remove items they wish to keep. He explained the clean-up efforts assist with improving overall maintenance of the cemetery grounds.

The Board discussed clean-up efforts in Babyland and opportunities to notify the public of the ordinance in place outlining the rules and regulations of the cemetery.

It was the consensus of the Board to provide public notification, through signs, social media, and other notification outlets, regarding a future clean-up date at the cemetery.

**9. Adjourn**

There being no further business, the meeting adjourned at 9:38 a.m.

Respectfully submitted,

Amber Villarreal  
City Secretary