

A G E N D A

A regular meeting of the City of Waxahachie Cemetery Board to be held on *Thursday, June 14, 2018* at *8:30 a.m.* in the in the Parks & Recreation Building, 401 South Elm, Waxahachie, Texas.

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

1. Call to Order
2. Approval of minutes of the City Cemetery Board meeting of May 3, 2018
3. Hear update on cemetery activities
4. Discuss cemetery pavilion and columbarium project and take any necessary action
5. Public Comments
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) 309-4005 or (TDD) 1-800-RELAY TX

Cemetery Board
May 3, 2018

(2)

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, May 3, 2018 at 8:30 a.m. in the City Council Conference Room at City Hall, 401 S. Rogers, Waxahachie, Texas.

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

Others Present: John Smith, Director of Parks and Recreation
Albert Lawrence, Assistant City Manager
Lori Cartwright, City Secretary
David Hill, Council Representative

1. Call to Order

Chairman Chad Hicks called the meeting to order.

2. Approval of minutes of the City Cemetery Board meeting of March 8, 2018

Action:

Mrs. Peggy Crabtree moved to approve the minutes of the Cemetery Board meeting of March 8, 2018. Mrs. Connie McGuire seconded, All Ayes.

3. Hear update on cemetery activities

{Ms. Chelsea Holder arrived}

Director of Parks and Recreation John Smith reported in the months of March and April, the cemetery had 11 burials and sold 19 spaces. He stated the Board recently approved up to \$4,000 for a slab with security fencing at the maintenance building to hold and store more equipment and reported the project is complete.

4. Discuss cemetery pavilion and take any necessary action

Mr. Smith reported at the last meeting the Board reviewed a revised conceptual drawing of the pavilion that accommodated columbarium burials. He stated the Board also heard a presentation for columbarium's and did not like the locking mechanism. Mr. Smith presented a handout from Sunset Memorial & Stone noting Sunset has an easy to use locking system with a key locked inter aluminum security door that improves the ease of niche access. Mr. Smith stated the size configuration for a columbarium ranges from \$17,684.00 to 23,870.00. He noted the pavilion will be in the range of \$80,000.00 noting the pavilion is a bid project. It was determined to have stained cedar for the pavilion with a standing seam roof. Mr. Smith stated including columbarium's the total cost will be estimated around \$100,000.00.

Discussion was held and it was concluded to have a representative from Sunset Memorial and Stone at the next Board meeting to provide color and finish out samples and visit up to three (3) cemeteries where Sunset's product is located.

(2)

5. Public Comments

None

6. Adjourn

*There being no further business, Mrs. Connie McGuire moved the meeting adjourn at 8:51a.m.
Mrs. Peggy Crabtree seconded, All Ayes.*

Respectfully submitted,

Lori Cartwright
City Secretary