

A G E N D A

A regular meeting of the City of Waxahachie Cemetery Board to be held on *Thursday, August 2, 2018* at *8:30 a.m.* in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

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

1. Call to Order
2. Approval of minutes of the City Cemetery Board meeting of July 12, 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

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.

Cemetery Board
July 12, 2018

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, July 12, 2018 at 8:30 a.m. in the in the Parks & Recreation Building, 401 South Elm, Waxahachie, Texas.

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

Others Present: John Smith, Director of Parks and Recreation
Amber Villarreal, Assistant City Secretary
Melissa Olson, Council Representative

1. Call to Order

Chairman Chad Hicks called the meeting to order at 8:30 a.m.

2. Approval of minutes of the City Cemetery Board meeting of June 14, 2018

Action:

Ms. Chelsea Holder moved to approve the minutes of the Cemetery Board meeting of June 14, 2018. Ms. Connie McGuire seconded, All Ayes.

3. Hear update on cemetery activities

Parks and Recreation Director John Smith updated the board on the following activities:

- eight cemetery lots sold and four burials in June
- introduced new employee Mr. Luke Smolka who is working on cemetery mapping
- minimal storm damage in the cemetery
- concrete slab poured for new accessory building and fencing is complete
- possible field trip to the cemetery in August

4. Discuss cemetery pavilion and columbarium project and take any necessary action

Mr. Smith discussed the cemetery pavilion and columbarium project and presented the slideshow from Sunset Memorial. He explained a representative from Sunset Memorial would oversee the entire project.

{Ms. Melissa Olson arrived}

Members discussed identification measures including numbering and graphing style.

After a brief discussion, the board decided to set the budget for the project at the next meeting. It was the consensus of the board to use 48 niche legacy, gray and black colors, nylene core, polished sides, rock pitched double base, pitched roof, and directed Mr. Smith to inquire about additional costs for inscriptions, shipping, crane, and obtain a copy of the warranty contract.

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5. Public Comments

None

6. Adjourn

There being no further business, the meeting adjourned at 9:07 a.m.

Respectfully submitted,

Amber Villarreal
Assistant City Secretary