

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