

A G E N D A

A meeting of the City of Waxahachie Cemetery Board to be held on *Thursday, March 8, 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

1. Call to Order
2. Approval of minutes of the City Cemetery Board meeting of January 4, 2018
3. Discuss cemetery activities and take any necessary action
4. Discuss Cemetery Pavilion and take any necessary action
5. Discuss improvements to Cemetery maintenance building
6. Public Comments
7. 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
January 4, 2018

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A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, January 4, 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
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 December 7, 2017

Action:

Mrs. Peggy Crabtree moved to approve the minutes of the Cemetery Board meeting of December 7, 2017. Mrs. Connie McGuire seconded, All Ayes.

3. Discuss cemetery activities and take any necessary action

Director of Parks and Recreation John Smith stated in the past thirty days the cemetery had four burials and four burial purchases. He noted there are no issues to address.

No action taken.

4. Discuss cemetery pavilion and take any necessary action

Mr. Smith presented preliminary renderings of a 40x36 pavilion. Discussion was held and it was concluded to expand the roof to reach over the column burials for better weather protection, add seating on the edge for overflow during a funeral service and add tie downs for wind breaks. Mr. Smith stated he will have the drawings revised and will bring back for further review.

No action taken.

5. Review cemetery services and take any necessary action

Mr. Smith reported approximately ten years ago the city went out for bids for cemetery services and at that time NAVCO Cemetery Services was awarded the bid and currently services the cemetery. He explained the contract does not expire but can be revisited at any time.

Mr. Jeff Hess, Complete Cemetery Services, reviewed his company's services noting they service approximately fifty cemeteries and have enough equipment to do six funerals per day. He presented a pricelist of complete cemetery services. He stated pickups are used for hauling

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dirt due to the weight of a dump truck. Mr. Hess presented pictures after burials serviced by his company noting they use sand on top to allow the grave to look very nice with no clods. The sand settles in as the ground shifts and it is easier on lawnmowers. Mr. Hess stated grass will grow through the sand.

Mr. Smith stated there is no action necessary and if the board wishes to consider another vendor, from our current vendor, NAVCO Cemetery Services, the city would have to go out for bids.

No action taken.

6. Public Comments

None

7. Adjourn

There being no further business, the meeting adjourned at 9:09 a.m.

Respectfully submitted,

Lori Cartwright
City Secretary