

City of Bastrop
Cemetery Advisory Board Meeting Minutes
April 12, 2017 4:00 p.m.

The Cemetery Board met in a regularly scheduled meeting on April 12, 2017 at 4:00 p.m., in the Council Chambers of the City Hall at 1311 Chestnut Street, Bastrop, Texas. Members present were Cheryl Long, Ted Schaefer, and Mary Williams. Terry Sanders, Tom Scott and Carl Spooner were absent. City staff in attendance were Tracy Waldron and Heather Ambrose.

I. Call to Order

The meeting was called to order at 4:05 p.m.

II. Announcements

There were no announcements.

III. Public Comments [Note: Persons may address the Cemetery Advisory Board on any issue not otherwise listed on this Agenda. Please observe the time limit of three (3) minutes for general public comments. In accordance with the State of Texas Open Meetings Act, the Board cannot undertake discussion or take any action on Public Comments received at the meeting, but can: (1) recite Board/City policy on the points raised and/or (2) place items on an upcoming agenda for both discussion and action at that upcoming meeting.]

There were no public comments.

IV. Consideration, discussion and/or approval of the Cemetery Advisory Board's January 11, 2017, meeting minutes.

Due to Board absences, no action was taken and the January 11, 2017 minutes will be placed on the July 12, 2017 meeting agenda.

V. Hear presentation of the Financial Report for the period ending March 31, 2017.

Chief Financial Officer Tracy Waldron advised that the report reflects the budget to the halfway point of the fiscal year. A total of \$72,000 in revenues was anticipated for FY17 and as of the report, revenues are at \$54,000. Ms. Waldron also reported that the expenses are on track as expected.

Ted Schaefer commented that he thinks the newly repaved cemetery roads look good.

VI. Informational update to Board, by Staff, on matters related to the Fairview Cemetery operations and maintenance.

- The revised cemetery ordinance is in effect. There have been positive comments from citizens related to the revisions.
- The memorial tree program that City staff hopes to implement is still in the planning stages. However, the City Parks staff arborist left employment and has not been replaced at this time. Updates will be coming soon. Cheryl Long inquired whether the Cemetery Board will have input into the tree program and Ms. Waldron assured her that would happen.
- The new City Manager may implement changes related to the supervision of cemetery maintenance and maintenance staff.
- The City has joined the Texas Cemetery Association and Ms. Waldron hopes the membership will serve as a resource in the future.

- Planning is underway related to the Carbajal fence variance that was approved by the Board at a previous meeting.
- The City was not selected for the competitive grant from the Texas Preservation Trust Fund. However, the City still has strong interest in having ground-truthing and radar completed in the west section areas of the cemetery. Ms. Long asked if the City would be able to budget money from City funds to complete this work. Ms. Waldron said the City will continue its efforts in acquiring funding.
- In Block 1, along Honeysuckle, rocks have been placed in the drainage ditch along the fence for safety. Reflectors have been placed along the road next to the closest gravesites.
- A Memorial Day celebration is planned in the cemetery as in past years.

VII. **Discussion, consideration and possible action to confirm dates and times for next Cemetery Advisory Board meeting(s).**

The next regular meeting will be on July 12, 2017 at 4:00 PM.

VIII. **Invitation for input from Board Members related to issues for possible inclusion on the next meeting agenda.**

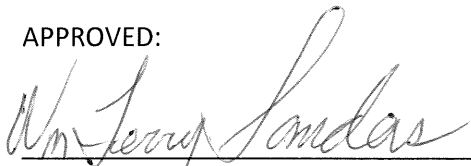
Cheryl Long inquired why the Cemetery cannot use City funds for work to be done. Ms. Waldron explained that the Cemetery is basically self-supporting at this time.

Cheryl Long and Ted Schaefer suggested that the City share the Cemetery's history through markers placed around the property. The markers could identify notable gravesites and other historical and interesting information.

IX. **Adjourn.**

At 4:25 PM, the meeting was adjourned.

APPROVED:



Terry Sanders, Chair

ATTESTED:



Mary Williams, Secretary