

**MINUTES OF FAIRVIEW CEMETERY ADVISORY BOARD
MEETING
May 17, 2022**

The Fairview Cemetery Advisory Board met in a regularly scheduled meeting on May 17, 2022 at 5:30 p.m., in the Council Chambers of City Hall at 1311 Chestnut Street, Bastrop, Texas. Members present were, Bryan Whitten, Robbie Sanders, Carol Kysar, Cheryl Long, and Darren Kesselus. Mary Williams and Cheryl Lee were absent. City Staff in attendance were Chief Financial Officer Tracy Waldron, and Public Works Director Curtis Hancock. Brent Luck, landscape architect, also was in attendance as well as John Kirkland.

1. CALL TO ORDER

Board Member Sanders called the meeting to order at 5:30 p.m. with a quorum being present.

2. PUBLIC COMMENTS

None

3. PRESENTATION

3A. Hear presentation of unaudited Financial Report for the period ending April 30, 2022.

Ms. Waldron reviewed the April 30, 2022, financial statements.

4. ITEMS FOR INDIVIDUAL CONSIDERATION

4A. Consider action to approve minutes from the April 14, 2022, meeting.

Board Member Long made a motion to approve the minutes with the edits, which was seconded by Board Member Kysar. The minutes were approved as written.

4B. Discussion, consideration, and possible action on development options for Section 9.

Mr. Luck reviewed images representing the concept for the columbarium and recapped the conversation from the last meeting. He recapped the layout of Section 9, including the streets, plots, trees, shade structure, and proposed walkways.

There was discussion about using the CCC-type Bastrop stone to be consistent with existing structures in the cemetery, as well as the type of trees to be used. The proposed 6 ft. columbarium would be 4 rows in height. There was discussion about the height of the columbarium and management of decorative vegetation as well as possible phases of construction. The Board asked to plan on including the canopy and keep the design close to CCC-type style.

There was discussion about the pros and cons of a possible water feature.

Mr. Luck gave a rough cost for the roadways and will bring back costs for the 4 niche high columbarium as well as the canopy feature to the next meeting.

There was discussion about sales price of the niches and where to obtain the Bastrop stone.

Mr. Luck left the meeting.

- 4C. Discussion, consideration, and possible action to confirm dates and times for next Cemetery Board Meeting(s).

There was discussion about possible meeting dates in June. It was decided to meet on June 21st at 5:30 pm.

5. UPDATES

- 5A. Update on general maintenance in the cemetery.

Mr. Hancock reported that the erosion mats have arrived and will be installed on the hillside May 24th. He also reported that Public Works will be putting out a bid for street maintenance in June that will include the streets in Fairview Cemetery so he hopes to pricing for that work soon.

- 5C. Invitation for input from Board Members related to issues for possible inclusion on the next meeting agenda.

Ms. Waldron advised that she would bring the draft budget for Fiscal Year 22-23 to the June meeting.

6. ADJOURNMENT

Board Member Kesselus motioned to adjourn the meeting and Board Member Long seconded. The meeting was adjourned.m. with no further business.

APPROVED:

ATTESTED:



Robbie Sanders, Chairperson



Mary Williams, Secretary