

**MINUTES OF FAIRVIEW CEMETERY ADVISORY BOARD
MEETING
April 14, 2022**

The Fairview Cemetery Advisory Board met in a regularly scheduled meeting on April 14, 2022 at 5:30 p.m., in the Council Chambers of City Hall at 1311 Chestnut Street, Bastrop, Texas. Members present were, Bryan Whitten, Mary Williams, Robbie Sanders, Carol Kysar, Cheryl Long, Darren Kesselus, and Bill Peterson. 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 Judy Seymore and Cheri Ray from the daughters of the American Revolution.

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 from the Daughters of the American Revolution regarding Wreaths Across America.

Board member Sanders introduced Ms. Seymore and Ms. Rey from the Daughters of the American Revolution. Wreaths across America would like to include Fairview Cemetery by honoring our veterans by laying live wreaths at their graves this year. There are 648 veterans in Fairview Cemetery. Wreaths would be placed by volunteers on the 3rd Saturday (December 17th) of December and then picked up the Saturday after New Year's. They are working to obtain a dumpster for the weekend of cleanup of the wreaths. They will ask various groups to participate in the event, including the American Legion, VFW, Jeep clubs, Boy & Girl Scouts and so on.

The Daughters' proposed marking the graves the week before the event.

There was discussion about how the wreaths will be laid at each grave. There was also discuss about the fundraising needs and plans to pay for the wreaths.

The CFO advised that the City will need to verify if this event qualifies as a special event so that all appropriate departments are involved, if needed.

Ms. Seymore and Ms. Ray left the meeting.

3B. Hear presentation of unaudited Financial Report for the period ending March 31, 2022.

Ms. Waldron reviewed the March 31, 2022, financial statements.

4. ITEMS FOR INDIVIDUAL CONSIDERATION

4A. Consider action to approve minutes from the January 12, 2022, meeting.

There was discussion about edits needed to the January 12, 2022 minutes. Board Member Kesselus made a motion to approve the minutes with the edits, which was seconded by Board Member Kysar. The minutes were approved with the edits.

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

Mr. Luck reviewed a couple of images representing the concept for Block 9 and recapped the previous discussion from the January meeting. The concept for the columbarium included for air flow, parking and seating. The columbarium include a stone veneer and is proposed to include 540 niches.

There was discussion about sizing and dimensions of the columbarium. Cost for a 9x6 niche columbarium is approximately \$62,000.

There was discussion about the paths for accessibility. There was discussion about phasing the construction, ease of access, and traffic/parking needs.

Mr. Luck will prepare elevation sketches to provide views of what the concept will look visually for the next meeting along with estimated costs.

Mr. Luck left the meeting.

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

Ms. Waldron advised we have July 21 on the calendar for the next meeting. We can propose meeting again on May 17th or May 19th, pending room availability.

5. UPDATES

5A. Update on general maintenance in the cemetery.

Mr. Hancock advised that there are difficulties obtaining the matting material to address the erosion issue. He hopes to have an update for the next meeting.

He also advised that he will be getting a street maintenance bid in May, which will include chip seal for the Cemetery. The City will fill potholes in-house.

There was discussion about the condition of the northernmost entrance to the Cemetery, which Mr. Hancock will look at.

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

Board member Sanders asked for an update on the northernmost entrance at the next meeting.

6. ADJOURNMENT

Board Member Kesselus motioned to adjourn the meeting and Board Member Long seconded. The meeting was adjourned at 6:48 p.m. with no further business.

APPROVED:

ATTESTED:



Robbie Sanders, Chairperson



Mary Williams, Secretary