

City of Bastrop
Cemetery Advisory Board Meeting Minutes
October 21, 2015 4:00 p.m.

The Cemetery Advisory Board met in a regularly scheduled meeting on October 21, 2015 at 4:00 p.m., in the Council Chambers of the City Hall at 1311 Chestnut Street, Bastrop, Texas. Members present were Terry Sanders, Carl Spooner, Ted Schaefer, Mary Williams and Jerry Woehl. City Staff in attendance was Tracy Waldron, Zana Jones, Trey Job and Jason Alfaro.

I. Call to Order

Board Chair Terry Sanders called the meeting to order at 4:04 p.m.

II. Announcements

There were no announcements.

III. Public Comments

There were no public comments.

IV. Consideration, discussion and/or approval of the Cemetery Advisory Board's July 29, 2015 meeting minutes

Jerry Woehl made a motion to approve the minutes as written. Motion was seconded by Carl Spooner. Board members Woehl, Spooner, Schaefer and Williams voted to approve the minutes as written. Terry Sanders abstained from voting due to his not being present at the July 29, 2015 meeting.

V. Presentation to Board by staff on financials for period ending September 30, 2015

Tracy Waldron presented the financial report for the fiscal year ending September 30, 2015 and the proposed revenue and expenditures for fiscal year 2016. Terry Sanders asked what happened to the fund balance that was transferred from the Cemetery Association and where the fund balance came from. Tracy responded that the \$383,000 principal balance is the funds that were transferred from the Cemetery Association which cannot be touched and the fund balance is from lot sales. Terry suggested to wait and see how lot sales go before drawing down the fund balance for the budgeted road repairs and maintenance.

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

Trey Job reported that the plans are to start road repairs on Aster Street and tie it into Honeysuckle, which will cost approximately \$40,000; and also patch and level all existing roads. He added that paving will be the most expensive part of the repairs. Carl Spooner asked if there are plans to open the gate located on the south side of the Cemetery. Trey responded that this can be done at the same time of the road work.

Jason Alfaro reported that 15 trees have been removed from the Cemetery, with an additional 36 that will be removed throughout the year. Jason suggested a tree replacement program be considered in the future.

Discussion was held regarding purchasing adjacent properties, columbarium's and mausoleums. Tracy Waldron reported that based on current sales, there are approximately 17 years of available plots. Carl Spooner asked if there had been any consideration of purchasing the property located on the west side of Highway 95. Tracy responded that according to the City's attorney, that property is considered adjacent. Tracy added that purchasing properties directly bordering the cemetery should they become available is a better option.

- VII. Discussion, consideration and possible action on setting the dates and times for next Cemetery Advisory Board meeting(s)

Tracy Waldron set the next meeting for January 20, 2016 at 4:00 p.m.

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

Trey Job will present a written estimate of road repair costs.

- IX. Adjourn

Carl Spooner made a motion to adjourn the meeting at 4:32 p.m., seconded by Mary Williams and carried unanimously.

APPROVED:

ATTESTED:

Terry Sanders, Chair

Mary Williams, Secretary