

City of Bastrop
Cemetery Advisory Board Meeting
July 8, 2010 4:00 p.m.
City Hall Council Chambers
904 Main Street
Bastrop, Texas 78602

I. Call to Order.

Chairperson Terry Sanders called the meeting to order at 4:12 p.m. Board members attending the meeting were Terry Sanders, Ted Schaefer, Joel Reed, and Carl Spooner. Mary Williams was unable to attend. Staff members attending the meeting were Mike Talbot, Karla Stovall, Traci Chavez and Tracy Board.

II. Approval of June 17, 2010 minutes.

Carl Spooner moved to approve the June 17, 2010 minutes as written, seconded by Ted Schaefer and carried unanimously.

III. Discussion and possible action regarding Flags being placed at the gravesite for Veterans. (This item was tabled at the June 17, 2010 meeting.)

Carl Spooner discussed the situation regarding placing flags on the gravesites of Veterans during the Memorial Day celebrations at the cemetery. The American Legion has been responsible for this task. For the past five years Mr. Spooner has been approached by family members of Veterans upset that their loved one's gravesites did not receive flags. It was suggested to:

- a) invite Mr. Wallace from the American Legion to our next meeting to see how this situation can be taken care of
- b) obtain a listing of all Veterans in the cemetery
- c) have extra flags on hand for any gravesites that were overlooked

IV. Discussion and possible action on the Grave Depth (Sec. 15.13, f of Ordinance 2009-31).

Discussion was held among the board members regarding the differences between the city ordinance and the state law. Ted Schaefer moved to approve that the ordinance be amended to read "grave depth needs to be in compliance with state law", seconded by Carl Spooner and carried unanimously.

V. Discussion and possible action on proposed cemetery budget for FY 2010-2011 (This item was tabled at the June 17, 2010 meeting.):

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| A. General items | E. Hiring Cemetery personnel |
| B. Maintenance of White Gazebo (painting) | F. Acquisition of more property |
| C. Clearing of brush on the North Hill | G. Cleaning Old Headstones |
| D. Clearing and leveling the southeast lot | H. Cost of Each Plot |

Cemetery budget items were discussed.

It was the consensus of the attending members that hiring an employee to be responsible for the mowing and locating of plots would be more of a management decision and that the current contractor was doing a good job.

Carl Spooner moved to approve recommendation to City Council to increase the cost per plot to \$1,000 each; with \$400 being deposited into the Permanent Fund and \$600 being deposited into the Operating Fund, seconded by Ted Schaefer and carried unanimously.

To be included in FY 2011 budget: a) cost to paint the gazebos and try to find a voluntary organization to provide the labor for painting; b) clearing of the brush along the road way of the north hill so that it doesn't scratch vehicle; c) cost to clear, level, and survey the southeast lot (Block 9), and; d) cost to extend water to Blocks 7 and 8.

During discussions on clearing and leveling the southeast lot (Block 9) it was determined that the ordinance needs to state that contractor's equipment could not be left at the cemetery over night and that it needed to be parked away from other gravesites during the day.

- VI. Public Comment. [Note: By law, the Board cannot include 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 upcoming agenda for both discussion and action at that upcoming meeting.]

Mr. Talbot requested at the next meeting the Board Members recommend individuals that would be interested in serving on the Cemetery Advisory Board. There is one vacant seat.

- VII. Discussion and possible action on setting dates and times for next meetings.

It was decided to have the next meeting on August 5, 2010 at 4:00 p.m.

- VIII. Discussion and possible action to determine if there are any items a Board Member would like to place on the next Agenda.

At this time there were no other items to be placed on the next agenda.

- IX. Adjourn.

At 5:30 p.m. it was moved and approved to adjourn the meeting.

APPROVED:

ATTESTED:

Terry Sanders, Chairperson

Mary Williams, Secretary