

AGENDA

A regular meeting of the City of Waxahachie Cemetery Board to be held on **October 1, 2026** at **8:30 a.m.** in the Hatchet Conference Room at the Charles Beatty Municipal Services Building, 408 S. Rogers, Waxahachie, Texas.

Members: Perry Giles, Chairman
Trudy Hankins, Vice Chair
Connie McGuire
Mark Gundert
Alex Lohmann

1. Call to Order
2. **Public Comments:** Persons may address the Board on any issues. This is the appropriate time for citizens to address the Board on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Board may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code. Speakers must observe the three (3) minute time limit.

In order to be recognized during Public Comments, please complete a Public Appearance Card located at the entrance of the meeting room. Please present the card to the City Secretary, or their designee, ten (10) minutes before the start of the business meeting.

3. Reorganize the Board
4. Consider approval of minutes of the City Cemetery Board meeting of August 6, 2026
5. Hear update on cemetery yard and shop improvements
6. Hear update on wastewater line discovered in family addition
7. Hear update on monument cleaning
8. Set next meeting date and time
9. Adjourn

The Cemetery Board reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein.

ACCESSIBILITY STATEMENT

This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the ADA Coordinator at (469) 309-4000 or (TDD) 1-800-RELAY TX

Notice of Potential Quorum

***One or more members of the Waxahachie City Council may be present at this meeting.
No action will be taken by the City Council at this meeting.***

Cemetery Board
August 6, 2026

A regular meeting of the City of Waxahachie Cemetery Board was held on Thursday, August 6, 2026 at 8:30 a.m. in the Hatchet Conference Room at the Charles Beatty Municipal Services Building, 408 S. Rogers, Waxahachie, Texas.

Members Present: Perry Giles, Chairman
Trudy Hankins, Vice Chair
Mark Gundert
Alex Lohmann

Member Absent: Connie McGuire

Others Present: Gumaro Martinez, Director of Parks & Recreation
Brad Barnes, Assistant Director of Parks & Recreation
Steve Hamm, Cemetery Supervisor
Morgan Davis, Administrative Coordinator
Patrick Souter, City Council Liaison

1. Call to Order

Chairman Perry Giles called the meeting to order at 8:32 a.m.

2. Public Comments

None.

3. Consider approval of minutes of the City Cemetery Board meeting of June 4, 2026

Action:

Trudy Hankins moved to approve the minutes of the Cemetery Board meeting of June 4, 2026 as presented. Motion was seconded by Alex Lohmann and carried unanimously (4-0).

4. Hear update on new infant area

Gumaro Martinez, Director of Parks and Recreation, provided an update on the proposed expansion of the infant burial area and presented a slideshow outlining the proposed layout. The identified area will allow for 65 additional infant plots, consisting of five additional rows with 13 spaces per row. The expansion is expected to provide additional capacity for approximately 8–12 years.

The Board discussed the name of the existing infant area, as well as the possibility of adding a memorial or sponsored tree to serve as a focal point within the new section. The Board also discussed the possibility of adding landscaping or another visual buffer between the infant area and the cemetery shop yard while maintaining adequate visibility for security purposes.

The Board agreed to proceed with the expansion of the infant burial area.

5. Hear Update on Cemetery Shop Yard

Bradley Barnes, Assistant Director of Parks and Recreation, provided an update on the cemetery shop yard improvement project. The purchase order has been issued, and the project is currently awaiting issuance of the required building permit. The improvements will include a new awning for covered equipment storage, fencing and a gravel pad for outdoor storage, a rolling gate, a mini-split system and ventilation improvements, and concrete pads for the propane tank and fuel tank trailer.

The Board and staff discussed landscaping, security, and other potential improvements to the shop area. The Board also discussed the need for restroom or handwashing facilities within the shop and the possibility of investigating options such as a lift station or other wastewater solution.

Staff will continue to follow up on the permit and explore potential options for additional shop improvements.

6. Review Year-to-Date Numbers on Cemetery Plot Sales and Burials

Steve Hamm, Cemetery Supervisor, provided year-to-date cemetery sales and burial numbers and reviewed the current inventory of available spaces throughout the cemetery.

Current available inventory includes approximately:

- OC Area: 1,051 spaces
- Greensward Edition/Block 3: Approximately 88 spaces
- Babyland: 10 spaces remaining prior to the proposed expansion
- Family Lots: 2 lots remaining
- Cremation Wall: 27 spaces remaining
- Columbarium: 23 niches remaining

Mr. Hamm estimated approximately 1,200 total spaces remain available throughout the cemetery. The Board and staff discussed cemetery capacity, available spaces near existing trees, and the challenges associated with maintaining trees while accommodating future burials.

7. Set next meeting date and time

The next meeting of the City Cemetery Board will be held October 1, 2026, at 8:30 a.m.

8. Adjourn

There being no further business, the meeting adjourned at 8:59 a.m.

Respectfully submitted,

Morgan Davis
Administrative Coordinator