Minutes of the Cemetery Board Meeting
Tuesday, January 19, 2016

REGULAR MEETING 4:00 P.M

Committee Member Present:	Jack Ferguson, President Jake Trujillo, Member Tommy Weathers, Member
Committee Members Absent:	Jim Bloodhart, Vice President Rita Kane-Doerhoefer, Secretary
Staff Present:	Tim Williams, Parks and Recreation Director Ruben Esquivel, Cemetery Supervisor Daisy Diaz, Administrative Assistant
Others Present:	Gabriel Casaus, LaGrone Funeral Home

The meeting was called to order at 4:00 p.m. by President, Jack Ferguson. Committee members Weathers, and Trujillo were present. Also present was City Liaison Jason Perry.

Mr. Weathers moved to approve the agenda as presented. Mr. Trujillo was the second. A voice vote was unanimous and the motion carried.

Mr. Trujillo moved to approve the October 20, 2015 minutes. Mr. Weathers was the second. A voice vote was unanimous and the motion carried.

Public Participation on Agenda Items: None

Sexton's Report:
Cemetery Supervisor, Ruben Esquivel, reported for the month of October there were twenty internments including 13 casket burials, and 7 cremations at South Park Cemetery. Total of three internments at General Douglas McBride Veteran's Cemetery two casket burial, and one cremation. For the month of November there were twenty four interments including thirteen casket burials, and eleven cremations at South Park Cemetery. A total of two interments for General Douglas McBride Veteran's Cemetery one caskets, and one cremation. For December twenty nine services for South Park twenty casket burials, and 9 cremations. Two services for McBride Veteran's Cemetery one casket, and one cremation. As of January 19, 2016 there had been twenty two internments at South Park Cemetery and two at General Douglas McBride Veteran's Cemetery.

Bookkeeper's Report:
Cemetery Administrative Assistant, Daisy Diaz, reported that for the month of October 2015, there had been five new contracts started, one pay off and one transfer. For the month of November there was two spaces paid off, two transfers and one new contract. For December there were 2 pay offs, and one new contract. As of January 19, 2016 there had been one new contract.

Regular Items: **None**

Old Business:
2. Update on Terrell Estate: Ruben Esquivel, Cemetery Supervisor, presented some points and ideas that were talked about during a meeting with Gabriel Casaus, and Daisy Diaz about the Terrell Estate which will be put in writing once it is all put together. Some of the guidelines mentioned was the size of the estate which would be 3x3 lot with a minimum of 9 spaces. The estate must be located where a 10ft walkway will surround the lot on two sides. The benches would be placed within the 3x3 estate on the foot end of the last row by the walkway. Also the spaces within the estate would not be allowed to be sold or used by non-members of the estate owner's family. Spaces within the estate used for bench purposes will be used only for that purpose and benches will not be removed once placed. A limit of the number of benches and size of benches will be talked about, and any other guidelines that seem necessary.
4. Recap of Temporary Marker idea for Veteran's Cemetery: Ruben Esquivel, Cemetery Supervisor, proceeded to give the board a recap of the idea for the use of temporary plaques for spouses and dependents of a veteran that was presented in October 2015. A marble plaque will be used temporarily until permanent stone is set. Since General Douglas McBride Veteran's Cemetery is considered a municipal cemetery it does not meet the requirements to get a veteran stone placed before the veteran passes. Board members liked the temporary marker idea presented by Mr. Esquivel, and Mr. Weathers moved to approve and continue with the use of temporary markers at the veteran's cemetery. Mr. Trujillo was the second. A voice vote was unanimous and the motion carried and the use of the temporary markers will continue. Councilor Jason Perry suggested that a few spaces be withheld at the veteran's cemetery for spouses and dependents that pass before the veteran. That will provide a better look to the cemetery having the spaces with permanent stones in one area, and having the spaces with temporary markers in another as opposed to having them all mixed. He also mentioned his plans to present the board with proposals as he wishes to secure funding to build a committal shelter at South Park Cemetery in the near future.

New Business: **None**

Public Participation on Non-Agenda Items:

Next Meeting Date:
Next meeting to be held March 15, 2016 at 4:00 p.m.

Adjourn:
The meeting was adjourned at 4:55 p.m.