

Burleson Cemetery Board  
Minutes  
September 15, 2022

## Roll Call

### Board Members Present:

Michelle Griffith  
John Weeks  
Lynn Patrick Herbert  
John Gonzales  
Esmerelda Martin

### Board Members Absent

### Staff Present:

Jen Basham, Director  
David Lopez, Deputy Director, Parks

Call to Order - 6:00 PM

## **1. Approve minutes from the October 15, 2021 meeting.**

The agenda identified the minutes from October 16, 2022 in error. Motion was made by John Weeks and seconded by Lynn Patrick Herbert to approve the minutes as presented from October 16, 2021.

Motion passed 5 to 0.

## **2. Citizen Appearances**

## **3. Receive a report, hold a discussion, and provide staff feedback regarding the Burleson Memorial Cemetery operation, maintenance, and expansion (Staff Presenter: Jen Basham, Director of Parks and Recreation).**

Staff updated the board in regards to the current status of the cemetery expansion. The grading, flat work, irrigation are complete. The shelter is currently under construction. We hope to have a ribbon cutting by the end of the year. The granite cap on the water fountain will be complete in six months due to supply chain issues.

Parks staff has assumed the responsibility of maintenance to provide a higher level of service. The flower bed has been removed and will be replaced along with a new monument sign at the entrance, prior to the ribbon cutting. A discussion followed.

## **6. Board Requests for Future Agenda Items or Reports**

The board requested staff to email board members project status reports, including updates on the Dog Park because of its proximity to cemetery.

## Adjourn

There being no further business, Michelle Griffith, Chair, adjourned the meeting at 6:33 p.m.

  
Kerry Montgomery, Senior Administrative Secretary