

Burleson Cemetery Board
Minutes
June 21, 2023

Roll Call

Board Members Present:

Esmerelda Martin
Jamie Jones
John Gonzales
Steve Ann Richie
Laurene Davidson
Vanessa Shimek

Board Members Absent

Jaime Ibarra
John Weeks

Staff Present:

Jen Basham, Director
David Lopez, Deputy Director, Parks
Kerry Montgomery, Senior Administrative Secretary

1. CALL TO ORDER: 6:00 PM

2. APPROVE THE MINUTES

A. Approve minutes from the May 17, 2023 meeting.

A motion was made by Jamie Jones and seconded by Steve Ann Richie to approve the minutes as presented.

The motion passed 6 - 0, with Jaime Ibarra and John Weeks being absent.

3. CITIZEN APPEARANCES

None.

4. REPORTS AND DISCUSSION ITEMS:

A. Consider recommending approval of contract amendment with Lucas and Blessing (Burleson Cemetery Operators) to include proposed fees for grave and cremation spaces for newly expanded section of Burleson Memorial Cemetery. (Staff Presenter: Jen Basham, Director of Parks and Recreation)

Staff provided a presentation of the proposed fee schedule for the cemetery to provide more details and clarity in a revised format from the May 17th meeting presentation. A discussion followed. Jamie Jones made a motion to recommend the proposed fee schedule with the following amendments: restrict old space sales to flat marker spaces only, in the new section, reduce the single space fee from \$2500 to \$2000, and baby spaces from \$500 to \$400. Vanessa Shimek seconded the motion. The motion passed 6-0 with Jaime Ibarra and John Weeks being absent.

5. Community Announcements;

None

6. Board Requests for Future Agenda Items or Reports

The board requested that the cemetery webpage be reviewed and a frequently asked question section be added, along with other details about the cemetery. Provide a financial report at the next meeting in September.

Adjourn

There being no further business, Esmerelda Martin, Chair, adjourned the meeting at 6:57 PM.

Kerry Montgomery, Senior Administrative Secretary