



**City of San Marcos
Regular Meeting Minutes
Cemetery Commission
February 22, 2023, 4:00 pm**

I. Call to Order

The meeting was called to order at 4:03 pm by Commission Chair, Patsy Pohl.

II. Roll Call

Commissioners Present

Patsy Pohl
Shannon FitzPatrick
Cindy Casparis
Marie Ramirez
Clay Sullivan
Tim Bauerkemper

Commissioners Absent

Gina Eben

Staff Present

Jamie Lee Case, Interim Director
Bert Stratemann, Operations
Manager
Valerie Valdez, Administrative
Coordinator
Victoria Tureaud, Administrative
Assistant
Gene Bagwell, Maintenance
Manager

III. 30 Minute Citizen Comment Period: *Each speaker signed up prior to the meeting being called to order will be called in the order in which they signed-up. Each speaker will be provided up to three minutes to speak. Persons wishing to participate (speak) during the Citizen Comment portion of the meeting must email jcase@sanmarcostx.gov prior to 12:00 p.m. the day of the meeting. A call-in number/link will be provided for participation. Written comments can also be submitted to jcase@sanmarcostx.gov for distribution to the board prior to the meeting.*

- There were no citizen comments.

PRESENTATION

1. Receive a staff presentation on native plant options available for the cemetery entrance.
 - Alex VonRosenberg, City Horticulturalist, gave a presentation the commission.

MINUTES

2. Consider approval, by motion, of the January 25, 2023, regular meeting minutes.
 - Shannon FitzPatrick noted a change on Reports Item #5.
 - Staff will make the amendment to the item.

A motion was made by Shannon FitzPatrick, seconded by Marie Ramirez, to approve of the Amended January 25, 2023, regular meeting minutes. The motion carried by the following vote:

For:	7 -	Patsy Pohl, Shannon FitzPatrick, Cindy Casparis, Marie Ramirez, Clay Sullivan, Tim Bauerkemper
Against:	0 -	
Absent:	0 -	Gina Eben

DISCUSSION ITEMS

3. Hold discussion regarding landscaping for the cemetery entrance.
 - The Commissioners discussed the proposed plants presented by Alex VonRosenberg.
 - Patsy Pohl asked if staff should contact the Gardening Club regarding proposed plans.
 - Bert Stratemann stated the Cemetery Commission did not need to make this an action item since staff will be overseeing the planting project.

REPORTS

4. Receive a staff update regarding the Ground Penetrating Radar at the Roberts Section in collaboration with Texas State University GIS graduate program.
 - Jamie Lee Case, Director, gave an update to the commission.
 - A meeting to review the scope of the project will be held between staff and Dr. Davio of Texas State University.
 - An update will be given to the commission at the next regular meeting.
5. Receive a brief report from Commissioner Gina Eben, Cindy Casparis, and Clay Sullivan on the condition of the cemetery.
 - Clay Sullivan reported that the cemetery is in good condition for this time of the year.
 - Bert Stratemann and Gene Bagwell explained to the commission the ongoing and completed work from the winter storm that took place earlier this month. Several tree branches were down. The city crew and Gene Bagwell's crew worked together to chip the branches and use the remains as mulch throughout the cemetery.
6. Receive a brief staff report on the status of the cemetery expansion project.
 - Bert Stratemann gave an update to the commission.
 - Bert had a meeting with the architect and engineer that was postponed.
 - He will present the questions and suggestions brought by the commission as part of the design discussion.

- Bert Stratemann will give the commission a report at the next regular meeting.

FUTURE AGENDA ITEMS

7. Commission Members may provide requests for discussion items for a future agenda in accordance with the board's approved bylaws. *No further discussion will be held related to topics proposed until they are posted on a future agenda in accordance with the Texas Open Meetings Act.*

- Approval of the meeting minutes.
- Receive a staff update regarding the Ground Penetrating Radar at the Roberts. Section in collaboration with Texas State University GIS graduate program.
- Receive a brief report from Commission on the condition of the cemetery.
- Receive a brief staff report on the status of the cemetery expansion project.

IV. Question and Answer Session with Press and Public.

This is an opportunity for the Press and Public to ask questions related to items on this agenda.

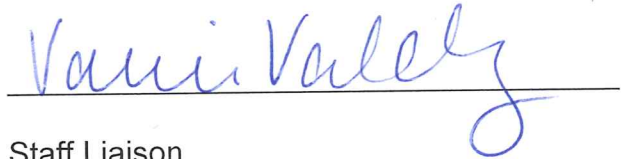
- No were no questions from the Press or Public.

V. Adjournment

Marie Ramirez moved to adjourn at 5:06 PM. Shannon FitzPatrick seconded the motion.



Cemetery Commission Chair



Staff Liaison