



## MARTINEZ CEMETERY COMMISSION

Regular Meeting

Board Room (Upstairs)

525 Henrietta St., Martinez

Wednesday, April 13, 2011

6:30 P.M.

Minutes

### **APPROVED September 21, 2011**

#### I. Call to Order

Chairman Strickland called the meeting to order at 6:35 p.m.

Present were Commissioners Strickland, Carpenter, Duncan and Wilson. Commissioner ~~Zagata~~ **Zagotta** was absent

#### II. Approval of Minutes, February 9, 2011

Changes were made on page 3, first line. It should be Commissioner Carter Wilson made the motion.

Page 4, under Adjournment, It should read "The meeting adjourned at 8:22 p.m. to the next regular meeting, Wednesday, April 13, 2011.

Commissioner Carter made the motion to approve the minutes with the noted changes. Commissioner Duncan seconded the motion. The motion was unanimously approved by all present.

#### III. Old Business

##### a. Engineering Report of Road Repair and Erosion Control – Tim Tucker

Joe Enke, Engineer represented City Engineer, Tim Tucker. Mr. Enke prioritized the work that needed to be done to repair the erosion area east of Potter's Field. This includes grading and paving the road, adding a berm, repairing the erosion, installing new waddles in the most effective pattern along the hill and adding mulch. He discussed the pros and cons of decomposed granite and asphalt.

Commissioner Duncan asked if a locked historical cemetery needed to be ADA accessible. Mr. Enke noted that the pathways needed to be more accessible.

Commissioner Duncan made the motion to have staff get three bids for road repair. The bid package should include the following options; 1 paving the main loop. 2. Paving the main loop and secondary loop. 3. Paving the main loop and scraping the secondary loop. Pete Carpenter seconded the motion. The motion passed unanimously by all present.

b. Urban Tree Grant Update

c. Recreation Supervisor Lorick reported that she had looked into the Urban Tree

Grant . The grant proposal is due in November. The grant requires we have a certified arborist working on this project and includes their salary in the application. Ms. Lorick met with an arborist to walk the cemetery and discuss a fee structure. Unfortunately, this particular arborist was not interested in the project but offered to refer another arborist. Ms. Lorick will continue to work on this grant.

d. Parks Department Update – Prioritizing needed repairs

Ms. Lorick reported that Park Supervisor, Dave Lusty's cemetery priority list was the following:

1. Repair the roadway
2. Take care of drainage issue associated with the road
3. Repair the eroded area east of the Potter's Field
4. Repair the retaining wall behind the Brown Mausoleum

The parks department will only spray herbicide on the road and plans to weed eat the cemetery. Supervisor Lusty noted that it will take 3-4 people a week to weed eat.

e. Maintenance Practices of other Pioneer Cemeteries

Recreation Supervisor Lorick shared her research on thirteen pioneer cemeteries she found on the Internet. She noted that all were begun around the same time as the Alhambra Cemetery and suffered from lack of funds and limited maintenance. She also noted that all the Pioneer Cemeteries looked like the Alhambra Cemetery.

f. Planning for 2011 Spring Clean-up of Cemetery

Commissioner Wilson reported that the Clampers were scheduled for the May 14 clean-up. Supervisor Lorick reported that the Robin Agostino in the Recreation Office would send out post cards reminders for the Cemetery Clean-up. The clean-up will also be announced on Twitter, Facebook and the newspapers.

IV. New Business

a. Phyllis Wainwright Burial and Memorial Fund

Ms. Lorick reported that Phyllis Wainwright's family had established a Memorial Fund in her honor. Approximately \$2300 has been donated. The family will decide on the how the funds will be used and will work with the City and the Martinez Historical Society to carry out the projects.

b. Eagle Scout Project to Rebuild the Chinese Funerary Oven

Recreation Supervisory Lorick stated that Cameron Lloyd, Eagle Scout Candidate had sent a letter to the Commission expressing an interest in rebuilding the Chinese Funerary Oven at the bottom of Potter's Field. Ms. Lorick went on to explain that we had only one of seventy-five documented funerary ovens outside of China. The purpose of the oven was to provide a place for family members to cook small bits of food or burn personal items of the decedent. It was thought that the deceased need these items for the long journey to heaven. Mr. Lloyd also proposed removing some non native invasive species of plants and to repair the erosion next to Potter's Field.

V. Public Comment  
None

VI. Commissioner and Staff Comments

Commissioner Duncan announced the October 8 Home Tour and asked staff if the Alhambra Cemetery could be open and a tour guide present.

Commissioner Pete Carpenter presented the City with a copy of the St. Catherine's Parish burials and an updated map of St. Catherine's Cemetery. Ms. Lorick was thrilled to accept the documents on the City's behalf. The Recreation Office gets numerous requests for information on people buried at St. Catherine's and Alhambra Cemetery. The updated St. Catherine's information will be invaluable to the Recreation Staff.

VII. Adjournment

Meeting adjourned at 8:11 p.m. to a meeting yet to be scheduled.