

Regular Meeting Martinez Cemetery Commission
Wednesday, May 2, 2012
6:30 P.M.

APPROVED September 19, 2012

A regular meeting of the Martinez Cemetery Commission was call to order by Chair Harlan Strickland at 6:30 p.m. on May 2, 2012 at the Alhambra Cemetery, Carquinez Scenic Drive, Martinez CA 94553

I. Roll Call

Chairman Strickland called the meeting to order at 6:30 p.m. Present: Commissioners Strickland, Zagotta, Wilson and Carpenter. Absent: Carolyn Boone

II. Approval of Minutes, September 21, 2011

The following corrections were made: Under D. Cemetery Tree Inspection and Tree Removal Report it should have stated that Commissioner Wilson and Carpenter both had name of arborists. V. Public Comment, Commissioner Wilson, not Commission Carpenter.

Commissioner Wilson made the motion to accept the minutes with the corrections. Commissioner Carpenter seconded the motion. The motion passed with all ayes.

III. Public Comment

No one from the public was present.

IV. Old Business

A. Road Repair Update from the Engineering Department

Joe Enke from the Engineering Department made a brief written report stating that the Cemetery paving project would be submitted with the City's summer paving project.

B. Cemetery Clean-up May 12, 2012

Supervisor Lorick reported that the E Vitus Clampus will hold the Spring Cemetery Clean-Up, Saturday, May 12. Everyone is invited to bring a shovel, rake and gloves. Commissioner Carter stated he had received a post card announcing the clean-up. He asked that Janet Wainwright be included in the mailing list for future clean-ups.

V. New Business

A. Tour of the Cemetery to discuss maintenance and future capital improvement projects

The Commissioners and staff walked the Cemetery and asked staff to note the following:

1. The tree limbs need to be pruned away from the flag pole.

2. Commissioner Wilson has offered to document the condition of the cemetery with a photo log. Taking cemetery photos are free but if the commission would like any prints, he would need to be reimbursed.
3. Park needs to reset the waddles
4. Remind the Engineering Department to include drainage with the paving bid.
5. Commissioner Carter reminded the Commission that they had passed a motion to spend up to \$1000 for professional tree pruning in 2011. The money had not been spent. A tree company has agreed to spend a day at the Cemetery pruning trees and removing dead trees for \$900.
6. Remove three volunteer palm trees growing in gravesites. Check to see if a landscape company will buy them.
7. Remind the Parks Department to repair the retaining wall at the Brown Mausoleum.
8. There is some debris that needs to be removed from the Fish Family plot.
9. Discuss with the City paying for paving up to the fence or apron. The apron is part of the road and is used daily by large trucks as a turnaround.

VI. Commissioner and Staff Comments

Commissioner Wilson asked that staff talk to engineering about the apron leading into the cemetery. The apron is part of the road and is used daily by large trucks as a turnaround. The City should pay for paving the apron.

Chair Strickland requested a Cemetery Commission meeting when the paving bids are received. He asked that staff provide the current trust fund balance. Supervisor Lorick will e-mail that information to the Commissioners, Thursday, May 3.

Chair Strickland asked staff to check with Cathy Spinella, Account Manager if the trust fund account can be used for maintenance or is it only capital improvement projects.

VII. Adjournment

Chairman Strickland adjourned to the meeting at 7:45 p.m.