

Wylie Cemetery Advisory Board

September 02, 2021 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

PRESENTATION

[Cemetery](#) Advisory Board Presentation

REGULAR AGENDA

1. Consider and act upon the election of the Board Chair for the 2021-2022 Term.
2. Consider and act upon the election of the Board Vice-Chair for the 2021-2022 Term.
- [3.](#) Consider and act upon the Cemetery Advisory Board Meeting Rules and Procedures.
- [4.](#) Consider and act upon approving the meeting calendars for 2021 and 2022.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on August 30, 2021 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary

Date Notice Removed

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings

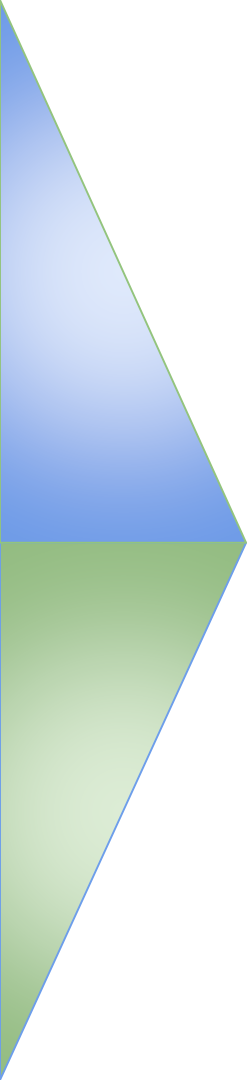
Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

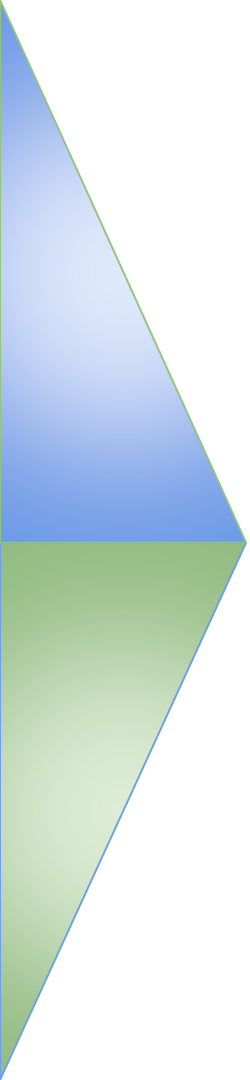
§ 551.071 – Private consultation with an attorney for the City.

§ 551.072 – Discussing purchase, exchange, lease or value of real property.

§ 551.073 – Discussing prospective gift or donation to the City.

A large decorative triangle on the left side of the slide, split horizontally into a blue upper half and a green lower half.

So you are on the Cemetery
Advisory Board....

A large decorative triangle on the left side of the slide, split horizontally into a blue top half and a green bottom half.

Everything you need to know
about the role and responsibility of
being a Cemetery Advisory Board
Member (almost).

Governance of Cemeteries

- Governed by Ordinance 2021-21, and as amended
 - Act in an advisory capacity to the City Council
 - Recommend policies to govern the operation and programs of municipally owned cemeteries
 - Recommend acceptance of donations for the continued support and maintenance of municipally owned cemeteries
 - Encourage the preservation and designation of historical cemeteries in the City
 - Report to the council annually the revenue and expenditures of operations and maintenance of municipally owned cemeteries

Historic Preservation

- Encourage in every possible way the preservation of historic cemeteries
- Recommend/encourage appropriate repairs and cleaning
- Assist with the implementation of programs that foster an understanding of cemeteries as cultural landscapes.
- Assist with weighing the value/importance of Historic Texas Cemetery (HTC) designation.

General item format

- Chairman introduction
- Staff report
- Applicant remarks and citizen comments
- Board discussion
- Motion (approve, approve with conditions, disapprove, or continue)

General meeting format

- Chairman calls meeting to order (min 4 members for a quorum)
- Citizen comments on non-agenda items
- Consent items (agenda minutes)
- Regular agenda items
- Executive session, as needed
- Worksessions, as needed
- Adjournment

Other considerations

- Packet delivery
- Attendance
- Quorums / Open meetings
- Pre-meeting questions
- Open records
- Conflict of Interest

County & State Resources

Texas Health and Safety Code Chapter 713. Local Regulation of Cemeteries

<https://statutes.capitol.texas.gov/Docs/HS/htm/HS.713.htm>

- Sec. 713.009. LOCAL POSSESSION AND CONTROL OF UNKEPT OR ABANDONED CEMETERY. (a) Except as provided by Subsection (i), a municipality with a cemetery inside the municipality's boundaries or extraterritorial jurisdiction may, by resolution, take possession and control of the cemetery on behalf of the public if the cemetery threatens or endangers public health, safety, comfort, or welfare.
- Sec. 713.011, A municipality that operates or has jurisdiction over a public cemetery shall maintain the cemetery in a condition that does not endanger the public health, safety, comfort, or welfare.

Links to cemetery laws can be found on Texas Historic Commission website at www.thc.texas.gov/cemetery

Staff



PARD Director

- robert.diaz@wylietexas.gov
- 972-516-6341

PARD Administrative Assistant-Board Secretary

- janet.hawkes@wylietexas.gov
- 972-516-6342

Assistant City Manager-Board Liaison

- renae.ollie@wylietexas.gov
- 972-516-6009



ORDINANCE NO. 2021-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE’S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 78 (PARKS AND RECREATION) TO ADD ARTICLE IX (CEMETERIES); ESTABLISHING A CEMETERY ADVISORY BOARD; DEFINING TERMS; PRESCRIBING POWERS AND DUTIES OF THE BOARD; PROVIDING FOR BOARD MEMBER APPOINTMENT, QUALIFICATIONS, TERMS, MEETINGS AND REMOVAL; AND PROVIDING A SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, cemeteries are among the most valuable historic and cultural heritage resources;

WHEREAS, Article XI, Section 18 of the Home Rule Charter of the City of Wylie, Texas (“Wylie” or “City”) and state law authorize Wylie to acquire, establish and own all property that may be useful or necessary for establishing, maintaining and operating one or more cemeteries;

WHEREAS, the Wylie Cemetery Association has asked Wylie to consider taking over operation and maintenance of the Wylie and Hughes Cemeteries;

WHEREAS, the City Council of the City of Wylie, Texas (“City Council”) desires to explore whether to take over operation and maintenance of the Wylie and Hughes Cemeteries and, to assist in that process, finds that it would be helpful to establish a cemetery board to act in an advisory capacity; and

WHEREAS, the City Council finds that it is in the best interest of the citizens of Wylie to amend Chapter 78 (Parks and Recreation) of the City’s Code of Ordinances, Ordinance No. 2021-17, as amended (“Code of Ordinances”), as set forth below, to promote public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Amendment to Chapter 78 (Parks and Recreation) of the Code of Ordinances. Chapter 78 (Parks and Recreation) of the Code of Ordinances is hereby amended to add Article IX (Cemeteries) as follows:

“CHAPTER 78 – PARKS AND RECREATION

ARTICLE IX – CEMETERIES

DIVISION 1 – IN GENERAL

Sec. 78-300. – Sec. 78-349. - Reserved.

DIVISION 2 – CEMETERY ADVISORY BOARD

Sec. 78-350. - Definitions.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (a) *Board* means the Cemetery Advisory Board of the City of Wylie, Texas.
- (b) *Board Member* means a person who serves as a member of the Board.
- (c) *Cemetery* means each cemetery owned or controlled by the City.
- (d) *City* means the City of Wylie, Texas.
- (e) *Staff Liaison* means the City Manager of the City of Wylie, Texas, or his/her designee.

Sec. 78-351. - Establishment of the Cemetery Advisory Board.

There is hereby created and established the Cemetery Advisory Board for the purposes of providing recommendations to preserve, protect and maintain cemeteries; raise funds for the protection and maintenance of cemeteries; make recommendations to the City Council regarding appropriations for funds raised and operation of cemeteries; and to encourage the preservation and designation of historical cemeteries in the City.

Sec. 78-352. - Number of Members; Appointment; Terms.

The Board shall consist of seven members to be appointed by the City Council. The City Council may appoint up to two alternates to serve in the event of an unexpired vacancy. Alternate members may participate in all board meetings and activities but have no voting rights. If a quorum is needed, an alternate may be allowed to vote without any special action by the Board or City Council.

Board members shall be appointed by the City Council for a term of two years; provided, however, that the members of the first Board to serve shall be appointed so that three (3) members shall serve one (1) year terms and four (4) members

shall serve two (2) year terms. The limit for consecutive service on the Cemetery Advisory Board is three (3) consecutive, full terms, regardless of term length (2-year, 3-year, etc.). Service in office for more than half of a term shall constitute a full term; service in office for less than half of a term shall not count toward a term limit. After expiration of the term limit, the member must wait one year before reapplying to the same board. Should a Board member's replacement not be qualified upon the expiration of any term of a Board member, then that Board member shall hold over on the Board until a qualified replacement Board member has been appointed. Each Board member shall serve without compensation, but may be reimbursed for actual expenses approved in advance by the City Council.

Sec. 78-353. - Board Member Qualifications.

Each Board member shall be a qualified voter and shall not be an employee of the City. Each Board member shall have any other qualification as the City Council deems necessary and appropriate.

Sec. 78-354. - Meetings.

The Board shall meet at least once each month at such time and place as shall be fixed by the Board by its standing rules, which meetings shall be open to the public. Special meetings may be called by the chairperson or by written request sent to the chairperson or vice-chairperson by three members of the Board. Minutes shall be kept of all such meetings, and any special meetings, with copies of said minutes and any other reports to be promptly transmitted to the City Council and the City Manager. The Board shall have technical and logistical support provided as determined by the City Manager.

Sec. 78-355. - Vacancies.

When vacancies occur on the board, the City Council shall appoint, by majority vote, a replacement to serve the remainder of the unexpired term.

Sec. 78-356. - Removal.

Each board member serves at the pleasure of the City Council and may be removed by a majority vote of the City Council. The consequences of Board member absences shall be governed by Article VIII of the City Charter.

Sec. 78-357. - Quorum; Voting.

Four (4) board members shall constitute a quorum of the Board for the purpose of conducting its business, exercising its powers and for all other purposes. No action of the Board shall be valid or binding unless adopted by the affirmative vote of a majority of those Board members present and voting.

Sec. 78-358. - Officers.

The Board shall have a chairperson and vice-chairperson whose terms shall be one (1) year. The chairperson and vice-chairperson shall be appointed by the Board. Neither the chairperson nor vice-chairperson shall serve as an officer for more than two (2) consecutive terms. The chairperson shall preside over meetings and shall be entitled to vote upon each issue. The vice-chairperson shall assist the chairperson in directing the affairs of the board. In the absence or disability of the chairperson, the vice-chairperson shall assume all duties of the chairperson.

Sec. 78-359. - Powers and Duties.

- (a) The Board shall act principally in an advisory capacity to the City Council and the City staff in any matter pertaining to municipally owned and operated cemeteries.
- (b) The Board shall have the power to:
 - (1) Develop a set of bylaws governing rules of procedure for the Board's meetings and operation, which must be approved by the City Council;
 - (2) Review and recommend actions to the City Council for proposed amendments to rules and regulations governing cemeteries and the historic preservation of cemeteries;
 - (3) Work with City staff to recommend an annual budget for projects, facilities and upkeep costs within municipally owned and operated cemeteries;
 - (4) To solicit and make recommendations to City staff and City Council regarding grants, gifts and donations from public and private sources for cemetery purposes;
 - (5) Encourage public outreach, education and awareness programs;
 - (6) Work with City staff regarding security matters at the cemeteries to lessen damage to monuments, cornerstones and fences; and
 - (7) Exercise other powers and duties as prescribed and authorized by the City Council.
- (c) All powers and duties prescribed and delegated herein are delegated to the Board, as a unit, and all action hereunder shall be of the Board acting as a

whole. No action of any individual Board member is authorized, except through the approval of the City Council.

- (d) The Board shall not have the power to obligate the City for funding and/or expenditures or incur any debt on behalf of the City.

Secs. 78-360 – 78-369. - Reserved.”

SECTION 3: Savings/Repealing Clause. All provisions of the Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 4: Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

SECTION 5: Effective Date. This Ordinance shall become effective immediately upon its adoption.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, on this ____ day of _____, 2021.

Matthew Porter, Mayor

ATTEST:

Stephanie Storm, City Secretary



Wylie Wylie Cemetery Board

AGENDA REPORT

Department: Parks
Prepared By: Renae' Ollie

Account Code: _____

Subject

Consider, and act upon, a recommendation to the City Council regarding acceptance of the Bylaws governing the rules of procedure for the Cemetery Advisory Board.

Recommendation

Motion to approve as presented

Discussion

The Wylie Cemetery Association Board was established by Ordinance No. 2021-21, on April 13, 2021 by the Wylie City Council.

Section 78-359. Powers and Duties, requires that the Board develop for City Council approval, a set of bylaws governing rules of procedure for the meetings and operation.

Staff is requesting the Board to review the rules of procedures and forward a recommendation of approval for Council to adopt said bylaws.

Our Mission...
*...to be responsible stewards of the public trust,
 to strive for excellence in public service, and*

City of Wylie

Cemetery Advisory Board

Bylaws

Rules of Procedures



1. Statement

- 1.1. It is hereby declared that appointment to the Cemetery Advisory Board is a distinct honor and the trust imposed in the appointee involves the corresponding obligation of the appointee to serve the community by regular attendance and participation in the proceedings of the body.
- 1.2. The Advisory Board has the responsibility of being an advocate for the preservation of historic cemeteries and as advisors on policies and procedures of all municipally owned cemeteries.

2. Creation and Membership

- 2.1. The Cemetery Advisory Board was created by Ordinance No. 2021-21, and serves at the will of the City Council.
- 2.2. The Cemetery Advisory Board shall consist of seven (7) regular members who will serve for terms of two (2) years. A board member shall generally be limited to three consecutive full terms, per Ordinance 2020-04. The members will be qualified voters and shall not be an employee of the city. Each board member shall have any other qualification as the City Council deems necessary and appropriate.
- 2.3. In accordance with State law, the members are required to complete Open Meetings training and receive a Certificate of Completion within the first ninety (90) days of first year appointment. This may be taken online via the Office of Attorney General's website (www.oag.state.tx.us). The Office of the Attorney General offers free video training courses to ensure that all elected and appointed government officials have a good command of both open records and open meetings laws.

3. Officers

- 3.1. The board shall, at the first meeting after July 1st (and at such other times as these offices may become vacant), select from among its members a Chairperson and Vice-Chairperson to serve for a period of one (1) year.
- 3.2. In the absence of both the Chairperson and Vice-Chairperson during a meeting, the remaining board members shall elect an Acting Chairperson.

4. Officer's Duties

- 4.1. The Chairperson shall preside over all meetings and briefing sessions, and perform all duties as required by law.
- 4.2. The Vice-Chairperson shall assume all duties of the Chairperson in the absence of the Chairperson.

5. Powers and Duties of the Board

- 5.1. The Cemetery Advisory Board shall make recommendations to the City Council and assist City staff in the establishment of essential policies, rules, and regulations relating to the planning, operation, preservation, care, and maintenance of municipally owned cemeteries.
- 5.2. Establish rules and procedures to be adopted by the Governing Body.

- 5.3. Encourage public outreach/education/awareness programs.
- 5.4. Recommend/encourage appropriate repairs and cleaning.
- 5.5. The Board shall hear all grievances or disputes brought forward by grave or plot owners, who have not been satisfied by the resolution provided by the staff liaison. If the Board cannot provide an adequate solution, the grievance or issue is to be brought to the governing body for final decision.
- 5.6. The Board shall not have the power to obligate the city for funds and/or expenditures or incur any debt on behalf of the city.
- 5.7. Recommend acceptance of donations for the continued support and maintenance of municipally owned cemeteries
- 5.8. Members of the Board may provide services to any municipally owned cemetery, distinct from their duties as Members of the Board, for non-monetary compensation.
- 5.9. The Board shall report to the council annually the revenue and expenditures of operations and maintenance of municipally owned cemeteries.
- 5.10. The Board shall perform all other duties as the City Council may direct

6. Rules of Order

- 6.1. The Chairperson shall rule on all points of order.
- 6.2. The Board may overrule the Chairperson on points of order by a two-thirds (2/3) vote of members present.
- 6.3. Any provisions of these rules not governed by City Ordinance may be temporarily suspended by a favorable two-thirds (2/3) vote of all members of the board, whose vote shall be entered upon the minutes.

7. Quorum

- 7.1. A quorum shall consist of four (4) members.
- 7.2. A majority vote of the members present at a meeting shall govern the auctions of the Board.
- 7.3. No matters may be handled without the presence of a quorum.

8. Agendas

- 8.1. An agenda shall be prepared by city staff for each meeting of the Cemetery Advisory Board. A copy of the agenda shall be posted in the Municipal Complex as required by law, as well as on the website.
- 8.2. There shall be attached to each agenda item, a report of matters pending further action by the Board.
- 8.3. All regular and special meetings shall follow, as closely as possible, to the printed agenda. The agenda should include, but is not limited to the following;
 - a. Ratification of Minutes;
 - b. Citizens' participation on items not on the agenda;

- c. Executive Session, as needed;
- d. Consent agenda;
- e. Items for individual consideration;
- f. Breaks at the discretion of the Chairperson;
- g. Board member or Staff comments on general business;
- h. Adjournment.

8.4. Agendas may be amended by the Chairperson as to order of items, but not as to content, unless overruled by a majority of the members present.

9. Minutes of Meetings

- 9.1. Minutes of all regular and special meetings shall be kept by the Secretary, and are subject to amendment and ratification by the Board at the next regular meeting.
- 9.2. The minutes of the Board's proceeding shall show the overall vote, or if absent or failing to vote, shall reflect that fact.

10. Regular meetings

- 10.1. The Board shall meet on the third Thursday of each month at 6:00 pm in the Council Chambers of the Municipal Complex, unless noted otherwise. All meetings shall be open to the public, and the public is encouraged to attend.
- 10.2. Any board member missing three (3) consecutive regularly scheduled meetings without prior notification to Staff and/or a valid reason, which may include family emergency, illness, or other reasonable cause, may be subject to dismissal from the Board by the City Council.
- 10.3. The Board shall have technical and logistical support provided as designated by the City Manager.

11. Special Meetings

- 11.1. Special meetings may be called by the Chairperson, or at the request of two (2) or more members, or may be scheduled by a majority of the Board at any previous meeting. The time and place of the special meeting shall be determined by the convening authority.
- 11.2. All members must be notified of any special meeting by giving written notice to all members by an email address of record at least seventy-two (72) hours before the meeting, and the notice must specify the purpose of the meeting.
- 11.3. Special meetings must be posted in accordance with the open meetings act.

12. Addressing the Board

- 12.1. Persons desiring to address the Board shall complete a "Request to Speak" card and submit the card to the Secretary.
- 12.2. The Secretary will sort the speaker cards by agenda item and deliver them to the Chairperson.
- 12.3. The Chairperson will refer to the speaker cards for comments on items not on the printed agenda, individual agenda item comments.

- 12.4. Persons who note on a speaker card their desire to address the board will be called to the podium by the Chairperson at the appropriate time and will follow the guidelines of Ordinance 2019-29 as outlined below when addressing the Board;
- Approach the podium, state their name and address and whether or not they are representing a person, group, or organization;
 - Speak so that all present in the room may hear clearly;
 - Address all statements and questions to the Chairperson;
 - Be courteous in language and deportment;
 - Be concise and focused in their Comments;
 - Group comments should not exceed 6 minutes, individual comments should not exceed 3 minutes unless an interpreter is needed, in which case 6 minutes is allowed.
- 12.5. The Chairperson will read into the record the names of persons who filled out a speaker card in support of or in opposition to an agenda item but did not wish to address the Board.
- 12.6. The Chairperson may interrupt an individual to redirect or terminate remarks when they are not relevant to the matter before the Board, or when the Chairperson determines the remarks to be out of order.

13. Evidence

- 13.1. Only relevant evidence and testimony will be received.
- 13.2. Petitions and other physical evidence should be submitted to the Chairman of the Board. Petitions may not be read in full into the record, but may be noted into the record.
- 13.3. Ex Parte Communications
- Any Board member having new factual information regarding regular meeting or work session agenda items shall make that information known to all Board members.
 - Board members shall not make voting commitments prior to hearing all submitted evidence regarding meeting agenda items.

14. City Staff Responsibilities

- 14.1. City staff shall be responsible for providing the Board with the necessary professional, technical, and clerical services, including:
- Prepare and submit the agenda with staff reports and any special items as directed by the Chairperson;
 - Introduce and factually explain each item on the agenda;
 - Coordinate the services of all City Staff and other sources of public information for and on behalf of the Board;
 - Maintain a true copy of all Board proceedings;
 - Maintain all Board records;
 - Attend all official correspondence and communications to and of the Board.

15. Written Request Required

- 15.1. Every proposal submitted for Board action shall be made in accordance with approved application procedures from the appropriate Ordinance or Regulations from the City. The proposal shall be complete in all respects before being accepted for filing.

16. Conflict of Interest Rules

- 16.1. Conflict of Interest. Should any member of the Board feel he/she has a conflict of interest with an agenda item before the Board, they should openly declare so at the introduction of the item. They are thereby prohibited from discussing, participating in, or voting on the item in question. They shall also fill out a Conflict of Interest form and file it with the Secretary.
- 16.2. Abstention. Should any member of the Board choose to abstain from voting on any question before the Board where no declared conflict of interest exists, their vote shall be recorded as an affirmative vote in the official minutes.

17. Motions

- 17.1. A motion may be made by any member. A second to the motion shall be required before an item is put to a vote.
- 17.2. All votes shall be by a simple majority of members present, except as otherwise stated in these rules of procedure.
- 17.3. When fewer than all the members are present for voting and when all motions for a given application fail to carry by a majority vote, consideration of the application shall be continued under this rule to the next regular meeting, to the extent allowed by law. Failure of the Board to secure a majority concurring vote at said next regular meeting shall be recorded in the minutes as a denial of the proposal under the rule.
- 17.4. When a vote is required by state law or other requirement, and fewer than all members are present, and a simple majority is not reached, the vote shall be recorded as a denial.

18. Suspension of Rules of Procedure

- 18.1. Any one or all of these rules of procedure may be suspended in order to allow a particular consideration of a matter, provided that it does not violate the state law or home rule charter, and provided that not less than two-thirds Board members vote in favor of such suspension. Where any rule embodies a provision of state law, identically or in substance, such rule may not be suspended.

PASSED AND APPROVED BY THE CEMETERY ADVISORY BOARD OF THE CITY OF WYLIE THIS _____ day of _____ 2021.

, Chairman

, Vice-Chairman

Filed in the Office of the City Secretary this _____ day of _____, 2021

Stephanie Storm, City Secretary
City of Wylie, Texas

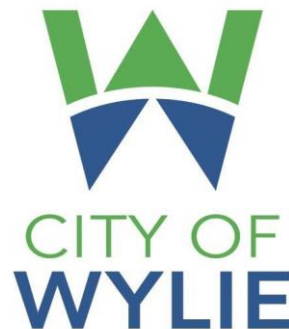
Cemetery Advisory Board Meeting Calendar

2021

January	April	July	October
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2	1 2 3	1 2 3	1 2
3 4 5 6 7 8 9	4 5 6 7 8 9 10	4 5 6 7 8 9 10	3 4 5 6 7 8 9
10 11 12 13 14 15 16	11 12 13 14 15 16 17	11 12 13 14 15 16 17	10 11 12 13 14 15 16
17 18 19 20 21 22 23	18 19 20 21 22 23 24	18 19 20 21 22 23 24	17 18 19 20 21 22 23
24 25 26 27 28 29 30	25 26 27 28 29 30	25 26 27 28 29 30 31	24 25 26 27 28 29 30
31			31
February	May	August	November
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6	1	1 2 3 4 5 6 7	1 2 3 4 5 6
7 8 9 10 11 12 13	2 3 4 5 6 7 8	8 9 10 11 12 13 14	7 8 9 10 11 12 13
14 15 16 17 18 19 20	9 10 11 12 13 14 15	15 16 17 18 19 20 21	14 15 16 17 18 19 20
21 22 23 24 25 26 27	16 17 18 19 20 21 22	22 23 24 25 26 27 28	21 22 23 24 25 26 27
28	23 24 25 26 27 28 29	29 30 31	28 29 30
	30 31		
March	June	September	December
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6	1 2 3 4 5	1 2 3 4	1 2 3 4
7 8 9 10 11 12 13	6 7 8 9 10 11 12	5 6 7 8 9 10 11	5 6 7 8 9 10 11
14 15 16 17 18 19 20	13 14 15 16 17 18 19	12 13 14 15 16 17 18	12 13 14 15 16 17 18
21 22 23 24 25 26 27	20 21 22 23 24 25 26	19 20 21 22 23 24 25	19 20 21 22 23 24 25
28 29 30 31	27 28 29 30	26 27 28 29 30	26 27 28 29 30 31

CITY HOLIDAYS

January 1 – New Year's
 April 2 – Good Friday
 May 31 – Memorial Day
 July 5 – Independence Day
 September 6 – Labor Day
 November 25 & 26 – Thanksgiving
 December 23 & 24 – Christmas
 December 31 – New Year's



CAB Meeting Schedule
(First Thursday of each month)

Deadline for CAB Agenda Submissions

City Council Meetings

Cemetery Advisory Board Meeting Calendar

2022

January						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
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		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March						
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

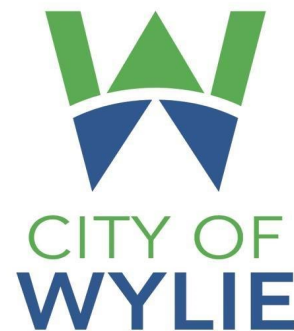
October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

CITY HOLIDAYS

April 15 – Good Friday
 May 30 – Memorial Day
 July 4 – Independence Day
 September 5 – Labor Day
 November 24 & 25 – Thanksgiving
 December 22 & 23 – Christmas
 December 30 - New Year's



CAB Meeting Schedule
(First Thursday of each month)

Deadline for CAB Agenda Submissions

City Council Meetings