

**MINUTES
SPECIAL CALL MEETING
HIGHLAND CEMETERY BOARD
FEBRUARY 22, 2012**

The Chairman, Chris Elledge, called the Special Call Meeting of the Highland Cemetery Board to order at 2:00 p.m., Wednesday, February 22nd, 2012 at the Highland Cemetery Office. Notice of the meeting and agenda were posted on the City Hall bulletin board as required by State Law.

ROLL CALL

PRESENT: Chris Elledge, Raymond Jackson, and Robert Williams.

MEMBERS ABSENT: None.

STAFF PRESENT: Gerald Catlett, Parks and Grounds Administrator
Azalee McGahee, Cemetery Sexton
Debbie Griswold, Recording Secretary

WELCOME VISITORS: NONE

CONSIDERATION OF THE MINUTES OF THE RESCHEDULED REGULAR MEETING OF January 11, 2012 . Elledge asked for consideration of the minutes of the Rescheduled Regular Meeting of January 11, 2012, and they were approved as written.

AUDIENCE PARTICIPATION: None.

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NEW BUSINESS ITEMS:

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE THE CAPITAL OUTLAY REQUESTS FOR THE UPCOMING FISCAL YEAR OF 2012-2013.

Elledge introduced this item for discussion and asked the members for their review and consideration for discussion and approval as appropriate.

Catlett provided background information and justification for each Capital Outlay item requested. He also elaborated on the approval process before submitting to the City Council for their approval.

There was continued discussion among the board members and staff members referencing each item requested.

After no further discussion, a motion was called.

MOTION by Williams; SECOND by Jackson, to approve the Capital Outlay Requests for fiscal year 2012-2013 as presented by staff.

HIGHLAND CEMETERY SIGN	\$ 5,000
LANDSCAPE MATERIALS/SUPPLIES	\$ 2,500
COLUMBARIUM	<u>\$ 32,000</u>
TOTAL	\$ 42,000

AYES: Elledge, Jackson, Williams. NAYS: None. MOTION CARRIED

COMMENTS/DISCUSSION/ADJOURNMENT

There were no other comments or discussion and the meeting adjourned at 2:30 p.m.

RESPECTFULLY SUBMITTED,
CHRIS ELLEDGE, CHAIRMAN
HIGHLAND CEMETERY BOARD