



AGENDA
HIGHLAND CEMETERY BOARD
REGULAR MEETING
OWEN'S MULTIPURPOSE CENTER
1405 SW 11TH STREET, LAWTON, OKLAHOMA
SOUTH CONFERENCE ROOM/BREAK ROOM
WEDNESDAY, APRIL 5, 2023, 2:00 PM

AGENDA

I. CALL TO ORDER/ ROLL CALL

II. REPORTS

- A. Parks & Recreation Staff
- B. Commission Members

III. AUDIENCE PARTICIPATION

Anyone having an item of business to present to the commission that does not appear on the agenda please come forward.

IV. UNFINISHED BUSINESS:

- A. Consider discussion with Misty Tilghman and Marsha Pendley about a stolen grave marker from their mother's/sister's lot and take appropriate action as needed.

V. BUSINESS:

- A. Consider approving minutes from the Special Meeting held on January 11, 2023.
Attachment: Draft of Highland Cemetery Board Minutes from Special Meeting held on January 11, 2023.
- B. Consider approving donation of two (2) Niche Columbarium from Barry Beauchamp and Gerald "Deuce" Gragg for use at Highland Cemetery valued at approximately \$3,000 each.
Attachment: Photo(s) of Niche Columbarium
- C. Consider approving Highland Cemetery fees and making recommendations to City Council on approving modifications to the fees.

VI. ADJOURN

"The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if interpreters for the deaf (signing) are not the necessary accommodation."

ITEM NO. 5A

MTG. DATE April 5, 2023

HIGHLAND CEMETERY BOARD
AGENDA ITEM COMMENTARY

ITEM TITLE: Consider approving minutes from Special Meeting held on January 11, 2023.

INITIATOR: Kyla Christorf, Recording Secretary

INFORMATION SOURCE: Parks & Recreation Office

BACKGROUND: Minutes from the Special Meeting held on January 11, 2023 have been drafted and are awaiting approval.

EXHIBITS: Draft minutes from January 11, 2023, Special Meeting

KEY ISSUES: N/A

FUNDING SOURCE: N/A

RECOMMENDED ACTION: Approve minutes from January 11, 2023, Special Meeting

**2023 MINUTES
SPECIAL MEETING
HIGHLAND CEMETERY BOARD
WEDNESDAY, JANUARY 11, 2023, 2:00 PM
OWENS MULTIPURPOSE CENTER
1405 SW 11th STREET, LAWTON, OK, 73501
CONFERENCE/BREAK ROOM**

The Meeting of the Highland Cemetery Board was held Wednesday, January 11, 2023, at the Owens Multipurpose Center, 1405 SW 11th Street, Lawton, Oklahoma, and called to order by Chairperson, Barry Beauchamp, at 2:03 p.m.

ROLL CALL:

MEMBERS PRESENT: Barry Beauchamp, Robert Williams, Gerald “Deuce” Gragg

MEMBERS ABSENT: None

STAFF PRESENT: Donald Kousman, Sexton; Ryan Brady, Recording Secretary; Greg Gibson, Assistant City Attorney

OTHERS PRESENT: None

II. REPORTS

A. None

B. None

III. AUDIENCE PARTICIPATION

None

IV. UNFINISHED BUSINESS

A. Consider approving the minutes of the July 6, 2022, regularly scheduled meeting.

MOTION by Robert Williams; SECOND by Gerald “Deuce” Gragg

AYES: Robert Williams, Gerald “Deuce” Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

B. Consider approving new signs for Highland Cemetery.

MOTION by Robert Williams; SECOND by Gerald “Deuce” Gragg

AYES: Robert Williams, Gerald “Deuce” Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

- C. Consider replacing the John Deere Gator and making a recommendation to the Parks & Recreation Director to include such replacement in the next city budget.

MOTION by Robert Williams; SECOND by Gerald “Deuce” Gragg

AYES: Robert Williams, Gerald “Deuce” Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

V. NEW BUSINESS

- A. Consider approving minutes from the Regular Meeting held on October 5, 2022.

MOTION by Robert Williams; SECOND by Gerald “Deuce” Gragg

AYES: Robert Williams, Gerald “Deuce” Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

- B. Consider approving minutes from the Special Meeting held on November 23, 2022.

MOTION by Robert Williams; SECOND by Gerald “Deuce” Gragg

AYES: Robert Williams, Gerald “Deuce” Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

- C. Consider discussion with Misty Tilghman and Marsha Pendley about a stolen grave marker from their mother’s/sister’s lot.

Motion to table Agenda Item as guests Misty Tilghman and Marsha Pendley were not in attendance.

MOTION by Robert Williams; SECOND by Gerald “Deuce” Gragg

AYES: Robert Williams, Gerald “Deuce” Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

- D.** Receive a presentation from the City Attorney's Office regarding the Oklahoma Open Meeting Act.

Assistant City Attorney Greg Gibson gave a small presentation over the Oklahoma Open Meeting Act. Gibson then entertained a series of questions from staff and board members.

VI. ADJOURN

MOTION by Robert Williams; SECOND by Gerald "Deuce" Gragg

AYES: Robert Williams, Gerald "Deuce" Gragg, Barry Beauchamp

NAYS: None

MOTION CARRIES

Meeting adjourned @ 3:01 p.m.

ITEM NO. 5B

MTG. DATE April 5, 2023

HIGHLAND CEMETERY BOARD
AGENDA ITEM COMMENTARY

ITEM TITLE: Consider approving donation of two (2) Niche Columbarium from Barry Beauchamp and Deuce Gragg for use at Highland Cemetery valued at \$3,000 each.

INITIATOR: Gerald “Deuce” Gragg

INFORMATION SOURCE: Gerald “Deuce” Gragg

BACKGROUND: The cemetery currently has no tents for use at funeral services. The two board members would like to purchase and donate one (1) tent each to the Highland Cemetery.

EXHIBITS: Photo(s) of Niche Columbarium

KEY ISSUES: N/A

FUNDING SOURCE: N/A

RECOMMENDED ACTION: Approve donations of Niche Columbarium.

Item Code	Item	Color	Size	Weight	Whts.	Qty.	Rate	Price	Est. deliv. dt
COL155CGIB_24NICHE	24 Niche Horizontal Columbarium 4-7x2-7x3-10 China Grey/18 China Grey Walls/Jet Black Doors; 2 Sided, 4x3 Niches Includes Rosettes, Key & 2 Extra Niche Doors	China Grey	55x31x46	3307.00	ELB	1.00	4140.00	4140.00	11/16/2022
COL263CGIB16	16 Niche Columbarium 4-11x1-5.5x4-11 China Grey/Jet Black China Grey Walls/Jet Black Doors; 1 Sided, 4x4 Niches Includes Rosettes & Key	China Grey	59x17.5x59	2205.00	ELB	1.00	3310.00	3310.00	11/16/2022
COL154CGIB_12NICHE	12 Niche Columbarium 4-6x1-6x3-7 China Grey/Jet Black China Grey Walls/Jet Black Doors; 1 Sided, 4x3 Niches Includes Rosettes & Key	China Grey	54x18x43	2204.00	ELB	1.00	2960.00	2960.00	11/16/2022
SVC_TARFF	Tariff for Chinese Goods				ELB	1.00	2602.50	2602.50	
SVC_IFSCOST	International Freight Surcharge				ELB	1.00	1157.40	1157.40	
							Total	14169.90	

CM-12

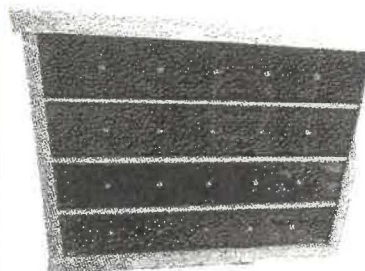


Oriental Grey

\$1865

CM-12, 12 Niche Standard columbarium with Black Doors, comes with Front Door System
Overall Size: 3-11 x 1-6 x 5-0.5

24 Niche Columbarium Option II



24 Niche Standard columbarium with Black Doors, comes with Front Door System
Overall Size: 7-2 x 1-5.5 x 5-4



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CHECKOUT

Twelve Niche Columbarium - Single


[\(Enlarge\)](#)

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Contact Us for a Price Quote.

This is a twelve niche columbarium. It has twelve single niches and a polished finish.

Dimensions:

Overall Size: 46" X 17.5" X 57.75"

Niche Size: 12" X 12" X 12"

Weight: 1,900 lbs

Standard Granite Colors: Gray with Black niche doors.

Included in the price:

- Layout Proof of Engraving (if applicable)
- Lifetime Warranty
- Coordinate Cemetery Approval of the columbarium with you and the cemetery
- Coordinate Installation with you and the Cemetery or Installation Company

Additional Options: (not included)

- Laser etching of artwork or photo image (available on black granite niche panels)
- Inscription of the name and dates of birth and passing on each niche panel is \$110 each
- Porcelain Photos
- Custom Artwork
- Cremation Urns

Important Notes:

- Our price does not include shipping or installation. Contact us for a shipping quote.
- Most cemeteries have restrictions regarding the style, color, and size, etc., of columbaria permitted in the cemetery. Check with the cemetery for their columbarium specifications/restrictions.



- Be sure to pay the cemetery their columbarium setting fees (if applicable) before we ship your columbaria. If the cemetery does not provide installation service we will find you a local professional to set the columbarium.

[Email Friend](#)

Price: \$0.00

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Cremation Granite Columbarium 48 Niche Burial

Min Order : 1 Pieces

Grade	Size	Surface	FOB Price
A	200*150*60	Polished	\$4000/Sets

Material: Stone Name:
Black - Granite

Trade Terms:

Port : XiaMen Port-China Shipment Terms: FOB CFR
CIF EXW Express Delivery

Payment : T/T L / C PayPal Western Union

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Shanxi Black Granite 4 Nich...

https://www.stonecontact.com/products-841001/cremation-granite-columbarium-48-niche-burial1/3



Mausoleum Of the Ukrainian...

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2021 Hot Sell Cheap Granite...



2021 Natural Stone Granite Niche...







Cremation Granite Columbarium 48 Niche Burial from China

Min Order : 1 Pieces

Xiamen Mars Stone Co.,Ltd

Mr.Tiger Hui
Sales Manager

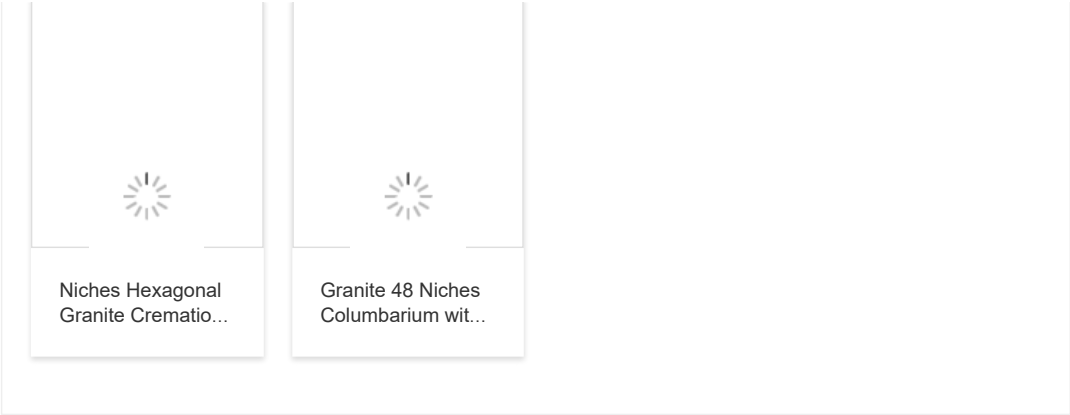


China 8YR

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Tiger Hui

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ITEM NO. 5C

MTG. DATE April 5, 2023

HIGHLAND CEMETERY BOARD
AGENDA ITEM COMMENTARY

ITEM TITLE: Consider approving Highland Cemetery fees and making recommendations to City Council on approving modifications to the fees

INITIATOR: Donald Kousman, Cemetery Sexton

INFORMATION SOURCE: Donald Kousman, Cemetery Sexton

BACKGROUND: Highland Cemetery last updated fees and charge schedule was August 20th, 2015

EXHIBITS: Highland's Cemetery Fees and Charges Schedule

KEY ISSUES: Setting fees for Cemetery.

FUNDING SOURCE: N/A

RECOMMENDED ACTION: Consider approving Highland Cemetery fees and making recommendations to City Council on approving modifications to the fees.

CITY OF LAWTON
Highland Cemetery

Fees & Charges Schedule

Effective August 29, 2015

All fees are payable to the City of Lawton

PRICE OF LOTS AND SPACES

The purchase price for a lot is the same regardless of the location in the cemetery.

Single	(1) space lot (Baby land -Reserved for Babies only)	\$	300.00
Single	(1) space lot (Cremation)		300.00
Single	(1) space lot		775.00
Two	(2) space lots		1,550.00
Four	(4) space lots		3,100.00
Six	(6) space lots		4,650.00
Eight	(8) space lots		6,200.00
Ten	(10) space lots		7,750.00
Twelve	(12) space lots		9,300.00

(An additional fee of \$50 is charged for all Lot sale transactions that occur after 5:00 pm on week days, Weekends and Holidays.)

PRICE OF SERVICES ~ INTERMENT COSTS

WEEK DAY FEES (MONDAY – FRIDAY 8:00 AM TO 2:30 PM)

Adult	\$	450.00
Infant to 10 years (setting of vault included)		150.00
Cremation		150.00

WEEK DAY FEES FOR DEPARTURE OF CEMETERY AFTER 3:30 PM

Adult		600.00
Infant to 10 years (setting of vaults included)		300.00
Cremation		300.00

SATURDAY FEES

Adult	\$	850.00
Infant to 10 years (setting of vaults included)		550.00
Cremation		550.00

An outside container must be provided for all interments. Additional fee will be charged for setting of steel vaults. (Cement Box - \$25, Steel Vault - \$50)

DISINTERMENT COST

Remove from Cemetery	\$	1,000.00
Remove and remain within Cemetery		1,450.00