

**MINUTES
SPECIAL CALLED MEETING
HIGHLAND CEMETERY BOARD
WEDNESDAY, JANUARY 16, 2019**

Chairman Robert Williams called to order the Special Called Meeting of the Highland Cemetery Board at 2:00 p.m., Wednesday, January 16, 2019, 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: Gerald (Deuce) Gragg, Robert Williams, Emilio Perez Toro

MEMBERS ABSENT: None

STAFF PRESENT: Azalee McGahee, Cemetery Sexton

Jack Hanna, Parks and Recreation Director

Keith Neitzke, Parks and Grounds Superintendent

Deborah Long, Recording Secretary

VISITORS:

AUDIENCE PARTICIPATION:

none

NEW BUSINESS ITEMS:

1. Consider and take appropriate action to approve the Capital Outlay Requests for the Cemetery Care Fund for the upcoming fiscal year 2019-2020.

A list of the Capital Outlay requests from the Cemetery Care Fund for the upcoming fiscal year 2019-2020, was provided and distributed by McGahee and consisted of the following items:

1 Utility Gator –	\$16,800.00
1 Self-propelled Push Mower –	\$1,100.00
1 Small Utility Trailer –	\$745.00
Safe and Sound Alarm Company Annual Monitoring Fee	\$550.00
	<u>Total \$19,195.00 (corrected)</u>

Additional Requests:

Trees –	\$3,000.00
Top Dressing –	\$2,000.00
Alarm Monitoring Increase –	\$ 5.00

Amended Total \$24,200.00

McGahee submitted and explained the requested items and quotes obtained for the items. After a brief discussion trees and top dressing were added to the list. The alarm monitoring fee has been increased by five dollars to allow for an increase in the amount due.

Williams called for a motion for the item on the floor.

SUBSTITUTE MOTION by WILLIAMS; SECOND by PEREZ TORO, to approve the \$24,200 Capital Outlay request, as amended, from the Cemetery Care Fund for the upcoming fiscal year 2019-2020.

AYES: Williams, Gragg, Perez Toro **NAYS:** None **MOTION CARRIED**

2. Consider and take appropriate action to request certain items from the Perpetual Care Fund for the upcoming fiscal year 2018-2019.

No requests for funds from the Perpetual Care Fund.

No action taken

Discussion followed regarding the particulars of the certificates of deposit, i.e., how many, terms, maturity dates, rates, banks, and the possibility of moving the CDs to obtain a better rate. It was decided that Julie Magness in Finance will be contacted to get the answers for discussion at the next meeting.

MOTION by PEREZ TORO; SECOND by GRAGG, to adjourn

Meeting adjourned at 2:30 p.m.

Respectfully Submitted,
Robert Williams, Chairman
Highland Cemetery Board