

**MINUTES
SPECIAL CALLED MEETING
HIGHLAND CEMETERY BOARD
WEDNESDAY, FEBRUARY 5, 2020**

Chairman Robert Williams called to order the Special Called Meeting of the Highland Cemetery Board at 2:00 p.m., Wednesday, February 5, 2020, at the Parks and Recreations 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

MEMBERS ABSENT: Emilio Perez Toro

STAFF PRESENT: Azalee McGahee, Cemetery Sexton

Jack Hanna, Parks and Recreation Director

Keith Neitzke, Parks and Grounds Superintendent

Tiffany Beemer, Recording Secretary

Deborah Long, Administrative Assistant

VISITORS: None

AUDIENCE PARTICIPATION:

none

NEW BUSINESS ITEMS:

1. Consider and take appropriate action to approve items for the Capital Outlay Requests for the Cemetery Care Fund for the upcoming fiscal year 2020-2021.

It was discussed that funds would be requested from the Cemetery Care Fund only due to the fact that Perpetual Care Funds are unavailable at this time.

A list of the Capital Outlay requests from the Cemetery Care Fund for the upcoming fiscal year 2020-2021, was provided and distributed by McGahee and consisted of the following items:

1 Lowering Device –	\$4,200.00
1 Lowering Device Carrier –	\$2,900.00
1 Portable Tent Frame (Chapel) w/ (6) 20 x20 Sheets of tin to build Tent Frame Top –	\$6,350.00
Freight Charge -	\$1,600.00
	<u>Total \$15,050.00</u>

McGahee submitted and explained the requested items and quotes obtained for the items.

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

SUBSTITUTE MOTION by WILLIAMS; SECOND by GRAGG, to approve the \$15,050.00 Capital Outlay request, as amended, from the Cemetery Care Fund for the upcoming fiscal year 2020-2021.

AYES: Williams, Gragg NAYS: None MOTION CARRIED

MOTION by WILLIAMS; SECOND by GRAGG, to adjourn

Meeting adjourned at 2:25 p.m.

Respectfully Submitted,
Robert Williams, Chairman
Highland Cemetery Board