

## **Russellville Oakland Cemetery Commission Minutes**

**March 16, 2021**

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, March 16, 2021, at 5:30 p.m. in the 1st Floor Conference Room.

**Attending in Person:** Director Stephanie Warwick, Commissioner/Secretary Rebecca Howell, and City Council Liaison Phyllis Carruth

**Attending via GOOGLE MEETS:** Chairperson/Commissioner Mindy Hudson, Vice-Chairperson/Commissioner Kenneth Startup, Commissioner Cindy Hlass, and Commissioner Mary Schwartz

**Absent:** City Finance Director Robin Johnson, City Attorney Trey Smith, Mayor Richard Harris, Debi Headley from the Mayor's Office, and visitor Sean Ingram from The Courier

Chairperson Hudson opened the March 2021 Russellville Oakland Cemetery Regular Meeting at 5:38 p.m. and welcomed those in attendance.

### **Old Business:**

**The First Order of Business** was to review and approve the minutes from the February 22, 2021, Cemetery Regular Meeting. The motion to approve the minutes was made by Commissioner Schwartz and seconded by Vice-Chair Startup. The minutes were unanimously approved.

**The Second Order of Business** was a presentation of the February 2021 Financial Report by Commissioner Schwartz and Director Warwick. Bank account balances at 2/28/2021 were Russellville Oakland Cemetery operating account \$116,248.39 and Bank OZK perpetual care trust account \$153,212.36. Commissioner Schwartz reported the sale of one grave space for February, as shown on the Statement of Revenues and Expenditures, and, also, \$5,300.00 paid for contract labor (mowing). For the month of February, revenues were less than expenditures in the amount of \$2,841.29.

**The Third Order of Business** was an open floor to the Public to address concerns/suggestions, and there were no visitors in attendance. Director Warwick reported that the past few weeks have been a quiet period for the cemetery and that she has received some compliments from the public for how good the 8<sup>th</sup> Street area looks.

**The Fourth Order of Business** was a continued discussion of proposed fence and gates along the east line of the cemetery (along Detroit Ave), with presentation of photo examples. Conversation continued about how to have a symmetry between the existing fence and the new shorter fence that will be about two (2) feet from Detroit Avenue. Director Warwick said that the professional rendering of the service road and fences may be completed in May and at a reasonable price. Vice-Chairperson Startup suggested that more time, drawings, and information are needed. Chairperson Hudson asked about a gate for the current service road, and Director Warwick felt that might have to be figured out later. What may be needed with the new fence,

according to Director Warwick, will be two (2) electric gates within alleys for use by the backhoe.

Vice-Chair Startup made a motion to table this discussion until the next meeting, at which time we will hope to make a decision. Commissioner Schwartz seconded the motion and it passed unanimously.

**The Fifth Order of Business** was a continued discussion of proposed 2021 Projects, including flags to be displayed on special occasions/holidays. Director Warwick reported an estimated \$2,600.00 cost for about fifty (50) nylon 3' x 5' American flags and brackets. Vice-Chair Startup made a motion to go forward with the flags with a cost of not more than \$3,000.00. If more than \$3,000.00, then motion will be reconsidered. Commissioner Schwartz seconded the motion and it passed unanimously.

**The Sixth Order of Business** was an update report concerning the north line beautification project (along 8<sup>th</sup> Street). Director Warwick said that the 8<sup>th</sup> Street Project has been completed, and all trees and shrubs are planted. New plantings include white Hawthorne shrubs, Southern Teddy Bear Magnolia trees, Japanese Maple trees, and Loropetalum in purple diamond. Golden Mop is also there, and she described it all as "gorgeous." "Thank you for leading us that way, Stephanie," remarked Vice-Chair Startup. Director Warwick then expressed thanks to Mr. Walter Hudson for planting four or five new trees in the cemetery.

#### **New Business:**

**The First Order of New Business** was an update by Director Warwick about construction of the new Memorial Addition roadway. Schematics for the roadway are complete and bidding will begin soon. One change was made, and that was a slight change in direction made to a drainage ditch.

Chairperson Hudson expressed appreciation for everyone being here tonight and adjourned the meeting at about 6:18 p.m.