

CEMETERY RULES & REGULATIONS PURCHASE OF BURIAL RIGHTS & COLUMBARIUM INTERNMENT:

The purchase of burial rights in the cemetery shall be evidenced by a right of burial receipt signed and executed by the City Clerk or his/her designee for and on behalf of the City. It is the duty of the Clerk or designee to collect the purchase price for any lot sold before delivering the burial rights certificate. The payment of all fees and charges shall be made at the City offices where a right of burial receipt will be issued for all amounts paid. Said fees and charges shall be based upon the charges as set out in the rules and regulations then in effect as adopted by the Council.

The rules and regulations for the cemetery shall be adopted, and may be amended from time to time, by resolution of the Council and shall cover the hours of opening and closing, the use of roads within the cemetery, the hours for burials, the decorating of graves, the fees for services rendered in connection with interments or the placing of markers and the cost of lots or payments for perpetual care as deemed necessary. Any veteran who is a landowner or who lives within the City may purchase a lot and be interred in the cemetery. Non-human remains shall not be placed within the cemetery without the consent of the Council.

CEMETERY FEES:

Burial Lot Cost: **\$400.00***

There shall be a limitation of two burials per cemetery plot. This can be a combination of two cremations or two infants, an infant and cremation, or one adult/youth and a cremation or infant burial. This shall not include two full burial adult/youths in the same cemetery plot. An outer burial container as defined in Iowa Code §523I.102(36) is required for all burials.

Burials & columbarium internment will not be performed on the following holidays. New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Eve afternoon, and Christmas Day.

Grave Opening/Closing Cost: Adults/Youth Regular Burial

April 1- October 31 **\$450 .00***

November 1 – March 31 **\$500.00***

Cremations/Infants Under 1 year April 1 – October 31 **\$350.00***

November 1 – March 31 **\$400.00***

Exhumations **\$550.00***

*** All costs are subject to change.**

PERMANENT PLANTINGS/VASES/FLOWER DISPLACES:

No permanent planting shall be permitted in the cemetery except in common areas designated by the City. Trees and bushes shall be by permit only.

The placement of planters, flowers, flags and other displays may only be on the headstone monument so that they will allow the area around the headstone to be properly mowed and maintained without having to remove a graveside remembrance.

Exception: Additional planters, flowers, flags, and other displays may be permitted to be placed anywhere on the grave site from two weeks prior to and two weeks after Memorial Day or two weeks after a funeral. Items not removed will be removed by the Cemetery Groundskeeper and placed in the maintenance shed.

Silk or plastic flowers will be allowed provided that all other regulations are met. These flowers may be removed, as the city deems necessary, i.e. faded, damaged, etc.

Do not use glass, clay, or pottery containers, pieces of wire or similar bindings to secure a basket or pot at any time. These tend to be very dangerous and have caused injuries to the workers when they are mowing and trimming.

Vegetation that has been planted on lots and not maintained may be removed by the Cemetery Groundskeeper without notice.

Landscaping outside of the normal footprint of the headstone base is strictly prohibited as this does not allow for the efficient maintenance of the grounds.

RE-SALE OF BURIAL RIGHTS & COLUMBARIUM INTERNMENT:

Burial rights within the City Cemetery, to include the former St. Mary's Cemetery may be utilized by the family and may be sold back to the City at the original cost paid for the lot. If a receipt is not available such as in St. Mary's, the estimated year will be utilized to determine a buy-back price.

Resale to a third party is not permitted and burial rights will not be recognized if not the receipt holders.

Donation to another party is permitted. To donate burial rights to another party a letter must be sent to the City offices to indicate the burial lot location, who the lot will be donated to and their contact information. The donor should also provide their contact information in the letter and shall have the letter notarized verifying the signature of the donor.

The City will trade a lot for another available lot within the cemetery one time at no cost.

After 75 years following the purchase of burial rights, the lot shall be considered unused and may then be resold by the City at any time, after proper notice has been given as required by Iowa Law.

MONUMENTS:

City coordination and permission must be obtained by anyone wishing to place a monument of any kind, in the cemetery. Failure to do so will result in the person(s) removing or relocating the monument at their expense.

All monuments shall be placed on a cement wash base. This base shall be ground level and shall extend at least six inches in all directions past the footprint of the monument within the cemetery lot purchased.

The location of cement wash base shall be determined as follows: The west edge of the cement wash base shall be located 12 feet west of the east markers and shall be placed parallel to the east markers and shall be centered.

Only flat or flush footstones shall be permitted and without vases of any kind. The footstones shall also be surrounded with a 6" cement wash in all direction past the footprint of the footstone.

In the event of vandalism, an owner shall be notified by restricted certified mail at the owner's last known address within 60 days and the owner shall be responsible for the cost of repair or replacement of the damaged interment space, memorial or other memorialization.

EXHUMATIONS TO INCLUDE COLUMBARIUM:

The City shall use care and diligence in opening the gravesite of the buried vault, however, the requesting party shall be responsible for repairing any damage to the vault, casket, monuments, etc. as a result of the exhumation process.

The relocation of the actual vault, monument, transport, etc. shall be the responsibility of the requesting party. Exhumations shall be scheduled during normal weekdays and will not be done on weekends, holidays (listed under Cemetery Fees), or after 2pm unless so ordered by a judge.

RULES FOR VISITORS:

- The Cemetery is open to visitors at all times between the hours of sunrise and sunset. Permission to enter the cemetery at any other time must be obtained from the Cemetery Sexton or police department.
- People with refreshments will not be allowed in the cemetery.
- Firearms will not be allowed at the cemetery except at military funerals.
- Visitors are required to use the walks and drives and are forbidden to trespass on cemetery lots; pick any flowers (either wild or cultivated); injure any shrub, tree or plant; or mar or deface any monument, stone or structure in the cemetery.
- The Cemetery prohibits the spreading of ashes above ground.
- Snowmobiles are not allowed in the cemetery.
- Dogs will be permitted on the roadways; however, they must be cleaned up after and the owner must be in control.

COLUMBARIUM RULES AND REGULATIONS:

NICHES

A single niche is 12"x12"x16". The city will allow two cremains urn per niche if the total dimensions of the two urns do not exceed 12"x12"x16". The urn must be of a material suitable for interment (NO CARDBOARD). The City shall have full authority to refuse to accept for interment any receptacle deemed unsuitable. Leaving the cremains in the urn sent by crematorium is allowed if it meets the above requirements.

ENGRAVING OF NICHE COVER

To maintain the columbarium in a uniform manner, the city will arrange for the engraving of the niche cover. Only name, birth date and death date will be allowed. To recognize Veterans one line will be available for the Veterans service upon proof of honorable discharge. Only one font pattern will be allowed on all niche covers. The initial engraving fee will be included in the price of the niche. A fee will be assessed at the time of any additional engraving at the current rate. Niche covers are not required to be engraved. Engraving of the niche cover is allowed before interment of the cremains. A temporary replacement cover will be installed by the city until the engraved cover is returned.

FLOWERS AND WREATHS

No flower arrangements, plants, wreaths will be allowed to be placed near the columbarium except at the designated area during the following times. At the time of interment until 7 days after and two weeks before Memorial Day and two weeks after.

INTERMENT

A columbarium niche is for the interment of human cremains only. Deceased pets, valuables, flowers, mementos, etc. will not be allowed in a niche. Mementos that are placed within the urn are allowed.

Niche openings can only be performed by city employees. Anyone other than a city employee, who attempts to open a niche, will be prosecuted under state and local laws. Any acts of vandalism will also be prosecuted under state and local laws.

OSSUARIUM

A common space is available inside the columbarium. Only cremains in a fabric bag supplied by the city are permitted in this space. These may be embroidered at family's expense. These cremains cannot be exhumed under any circumstance. A small inscription placed on the memorial pillow near the columbarium will reflect those interned in the ossuary.