

DeFuniak Springs Cemetery Board
Regular Meeting
April 18, 2017

The following members were present: Cemetery Board Members Mayor Bob Campbell and Lee Thomas, Interim City Manager Craig Drake, Municipal Services Supervisor Scott Simmons, Cemetery Grounds Supervisor Darren Donaldson, Finance Director Joe Brown and City Clerk Loretta Laird. Cemetery Board Member Jack Owen was absent from the meeting.

Mayor Campbell called the meeting to order at 5 p.m.

City Clerk Loretta Laird

Meeting Minutes

January 17, 2017 – Regular Meeting

City Clerk Loretta Laird presented the January 17, 2017, regular meeting minutes for approval.

Committee member Thomas made a motion to approve the January 17, 2017, regular meeting minutes as presented, seconded by Mayor Campbell. Campbell: Aye; Thomas: Aye **Motion carried 2-0.**

January 31, 2017 – Special Meeting

City Clerk Loretta Laird presented the January 31, 2017, special meeting minutes for approval.

Committee member Thomas made a motion to approve the January 31, 2017, special meeting minutes as presented, seconded by Mayor Campbell. Campbell: Aye; Thomas: Aye **Motion carried 2-0.**

Citizen Comments

There were no citizen comments.

Request to be on the agenda

Thomas Jordan Jr.

Thomas Jordan requested the two shrubs be removed from Section 1528 between Lots 91 and 108 and one cedar tree be trimmed between Lots 108 and 109. Discussion occurred relating to the existing shrubs interfering with existing and future interments and the cedar tree having continuous needles shedding.

Consensus of the committee members was for city staff to contact the adjacent family plot owners to discuss the removal or trimming of the cedar trunk on the west side of the tree.

City Clerk Loretta Laird

John Newby plot purchase back

City Clerk Loretta Laird presented a request from John Newby to allow the city to purchase back the one plot for a total amount of \$824. Laird stated the original deed has been provided, along with proof of purchase.

Committee member Thomas made a motion for the city to purchase back a plot from John Newby for one plot located in Section 1528 Block I Lot 56, seconded by Committee member Campbell. Campbell: Aye; Thomas: Aye **Motion carried 2-0.**

Magnolia Cemetery Permit Changes

City Clerk Loretta Laird discussed the different agencies changing the services being performed within Magnolia after the interment services have been completed.

Discussion occurred relating to providing the various agencies with a five-day grace period from the interment service date for permit changes, otherwise a new permit is to be issued.

Committee member Thomas made a motion to allow a five-day grace period on all Magnolia Cemetery permit changes after the date of interment, otherwise a new permit would be required, seconded by Committee member Campbell. Campbell: Aye; Thomas: Aye. **Motion carried 2-0.**

Contractor Liability Insurance Coverage Limits

City Clerk Loretta Laird provided information to the committee relating to Liability insurance coverage limits be started within Magnolia Cemetery. Laird stated according to Florida

Statute 497.278 (3) a cemetery company may not set liability insurance coverage limits or require any person or firm to obtain any form of bond or surety, or make any form of pledge, deposit, or monetary guarantee, as a condition for entry on or access to cemetery property.

City Clerk Laird requested permission to request from funeral homes wanting to perform work within Magnolia Cemetery a copy of their state license.

Committee member Thomas made a motion to recommend city staff obtain a copy of any funeral home wanting to perform interment services within Magnolia Cemetery a copy of their state license. Committee member Campbell recommended staff to contact another municipal cemetery to verify their interment service work requirements.

Unmarked grave markers

City Clerk Loretta Laird presented a list of unmarked graves that are within Magnolia Cemetery. Laird stated the list includes 28 individuals that do not have markers, three that have paid for their markers, and eight that do not have the death date inscribed. Laird stated the current pricing for the grave markers was provided through a bid process at \$35 per marker. Discussion occurred relating to using the existing \$35 price per grave marker through GLMCO Memorials and obtaining as many markers as financially possible.

Map update

City Clerk Loretta Laird provided an update relating to the Magnolia Cemetery mapping project. Laird stated she has completed over half the cemetery at this time and continues to work on the project when time permits.


Finance Director Joe Brown

2017 Revenue & Expenditures

Finance Director Joe Brown provided an update relating to the 2017 revenue and expenditure reports for Magnolia Cemetery. The report shows \$15,000 being collected for cemetery plot purchases and \$2,450 for cemetery permits.

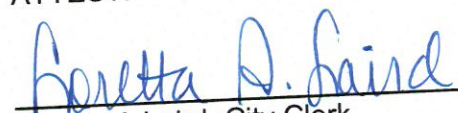
There being no further business, Mayor Campbell adjourned the meeting at 5:44 p.m.

ADOPTED this 18th day of July, 2017.



Bob Campbell, Mayor

ATTEST:



Loretta A Laird, City Clerk