

STAFF REPORT REGULAR MEETING

AGENDA DATE: August 4, 2026

DEPARTMENT: Public Works/City Clerk

TITLE:

Resolution No. 31-2026 – revisions to the Municipal Cemetery Rules and Regulations

SUMMARY:

The rules and regulations are being revised to include a perpetual care fee.

BACKGROUND AND JUSTIFICATION:

Chapter 10 of the City's Code regarding the cemeteries stipulates that the City Commission will adopt rules and regulations regarding the maintenance and operation of the City's municipal cemeteries by Resolution. The previous revision was in June, 2025.

A perpetual care fee was added to the purchase price of burial plots in 2023. Section 4 (e) stated that perpetual care fees were paid by the taxpayers of the City. That section needs to be revised to be in line with the fee that has been charged since 2023 in the fees and charges resolution for City services established every fiscal year. The fee is added to the sale price of all plots and will be added to the burial costs for any plots purchased prior to 2023.

The other revision adds language to Section 5 (a) requiring proof of residency when purchasing a plot or scheduling a burial. The revisions are underlined and highlighted in the document.

MOTION:

Move to approve/disapprove Resolution No. 31-2026 – revisions to the Municipal Cemetery Rules and Regulations

ATTACHMENT(S):

Fiscal Impact Analysis

Resolution 31-2026 (redlined and clean versions)