

RULES AND REGULATIONS FOR USE OF RIVERSIDE CEMETERY

Revised 01/01/15

I. Introduction

It is the objective of the City to sustain Riverside Cemetery as a beautiful, quiet place, sacredly devoted to the interment and repose of the dead. These rules and regulations were developed in order to achieve this objective.

For the benefit and protection of burial lot owners collectively, it is necessary for the cemetery to enact certain general rules and to exercise reasonable control over individual lots.

II. General Regulations (Conduct)

- a) The hours of operation of the cemetery are from dawn to dusk.
- b) No person shall:
 - 1) Throw rubbish or debris on a walk or driveway or on any part of a cemetery ground.
 - 2) Mutilate or pick any flowers, or disturb any tree, shrub, or other plant material.
 - 3) Consume liquors in the cemetery or carry same upon the premises.
 - 4) Permit any dog or domestic animal to run at large in the cemetery.

Section 1. Financial Responsibility of City for Property Damage.

The City shall not be financially responsible for any damage to lots and structures or objects thereon or for any flowers or articles removed from any lot or grave.

Section 2. Traffic Regulations.

No person shall:

- a) Drive a vehicle in excess of fifteen (15) miles per hour on any cemetery road.
- b) Drive off the established roads unless permission is given in writing by the Director of Public Services or his designee.

Section 3. Transfer of Burial Lots.

All burial right transfers must be recorded with the cemetery office and the City

Clerk, for the City will not recognize as lot or grave owners, persons whose names are not recorded.

Section 4. Perpetual Care.

- a) The purchase price of every lot and single grave includes Perpetual Care and such care is made a part and condition of each sale. This Perpetual Care includes:
- (1) Mowing of the lots and graves at reasonable intervals.
 - (2) The seasonal cleaning of leaves and other debris from the lots.
 - (3) The regrading and reseeding of sunken graves.

Section 5. Care of Lots.

All improvements to lots shall be done under the direction and with the approval of the Director of Public Services or his designee.

- a) Copings, fences, curbs, hedges, structures of wood or other equally perishable materials are prohibited. These structures or enclosures established on any lot previous to the adoption of these regulations, which have in the judgment of the cemetery management, become unsightly by reason of neglect or age shall be removed.
- b) No elevated mounds shall be built over graves and no lot shall be filled above the grade established by the City.
- c) Receptacles for cut flowers will be permitted if installed flush with the surface of the lawn and in line with the marker.
- d) In order to facilitate spring and fall cleanup of the cemetery, winter decorations may be maintained in the cemetery from November 15th until March 15th. Summer decorations may be maintained in the cemetery from April 1st until November 1st. All decorations not removed by the dates set forth shall be considered abandoned and may be disposed of by cemetery staff.
- e) Rubbish, refuse and unused containers shall not be left on lots; such materials shall be deposited in the places provided.
- f) With the exception of the period from May 23rd to June 6th (Memorial Day special decoration period), each year, there shall be no more than one (1) bouquet, wreath or grave decoration, natural or artificial, per grave. An exception shall also be made for a one (1) week period following a new burial. Anything in excess will be removed by the cemetery staff.
- g) The City reserves the right to perform all work for the care and upkeep of all lots and graves.
- h) Cutting or otherwise disturbing sod is prohibited.
- i) Vases or urns not properly painted or otherwise cared for by June 25th of any year will be removed by cemetery staff.

- j) Statutes, eternal candles and other permanent decorations must be within eight (8") inches of marker. Urns are to be placed either on the monument line or as close to the marker as possible.
- k) Imitation or artificial flowers, wreaths or emblems will be removed as soon as unsightly.
- l) Cut flowers will be allowed at any time when placed within eight (8") inches of marker.
- m) The indiscriminate planting of flowers, perennials and shrubs over the lot is extremely objectionable both in appearance and from the standpoint of proper lot maintenance and will not be allowed.
- n) Glass jars or earthen vessels or dishes will not be allowed in the cemetery for use of bouquet holders.
- o) Receptacles for cut flowers should be sunk level with the ground and placed within eight (8") inches of the marker, thus insuring the safety of such articles and facilitating the cutting of grass by employees.
- p) Do not give orders or make complaints to employees. The Director of Public Services or his designee will be glad to accept such and rectify any errors which may occur.

III. Foundations

a) Foundations:

- 1) Construction of all foundations and setting of lot corner posts shall be done only by city employees.
- 2) All charges are made to the person or firm ordering the foundation.

b) Monuments and Markers:

- 1) All monuments and markers are to be constructed of recognized durable granite or standard bronze and certain durable grades and finishes of marble as determined by the Director of Public Services. All permanent monuments and markers are to be placed upon a concrete foundation.
- 2) The City will assume no responsibility for damages to monuments or markers that are unintentionally chipped or marked in the regular course of lot care.
- 3) No monument or marker shall be installed without the approval of the Director of Public Services, or his designee, who shall designate the location of such monument or marker.
- 4) Markers are to be set along the lot line and there shall be only one upright marker on each grave.

IV. Funerals and Interments

- a) Only one adult or child's interment in any one grave shall be permitted, except that cremated remains may be buried above another grave.

- b) The Director of Public Services shall not be held responsible for errors in location of graves or lots arising from improper instructions of lot owners. Orders from funeral directors shall be construed as orders from owners.
- c) As soon as flowers or emblems used at interment services become unsightly, they will be removed, and no responsibility for their return to owners will be assumed.

V. The National Flag

- a) The placement of the small veteran flag, size 9" x 11" is the responsibility of the local veteran organization.
- b) The City will attempt to provide a flag and flag holder at the time of burial for each veteran buried in the cemetery.

VI. Mausoleums

Maintenance of all mausoleums are the responsibility of the owners of same, unless otherwise covered by special written agreement.