



Mission -

To provide quality facilities for passive and organized recreation, and to enhance the aesthetic appeal of the community.

Department Goals

1. To provide quality, compassionate, professional service to grieving families.
2. To provide quality perpetual maintenance to the City cemeteries.
3. Provide a high quality service for the community.

Summary of Major Responsibilities

Cemetery staff, under supervision of the Park Department, is responsible for providing assistance to families in the selection of space, performance of opening/closing, and perpetual maintenance of the cemeteries and their amenities.

Major Departmental Challenges

Sharing the City's commitment to high quality infrastructure and amenities, the department is working to improve the aesthetics of the City's entrances. As Greenwood Cemetery sits along a major corridor into the community, a new more visible landscape needs to be designed and installed along East 1st Street.

2010 Accomplishments

- Generated \$78,875 in revenue, through 116 interments, 38 cremations, 62 lot sales, and 95 permits
- Installed 110 tons of reading rock on the roads in Greenwood Cemetery
- Installed 40 cubic yards of asphalt millings on the roads in Restlawn Cemetery
- Applied broadleaf weed control to Greenwood Cemetery in its entirety
- Enjoyed a successful Memorial Day and Memorial Day celebration
- Mowed the cemeteries on a 5 day circuit

2011 Objectives

- Continue the road stabilization at Greenwood and Restlawn Cemeteries
- Apply broadleaf weed control to Greenwood and Restlawn Cemeteries
- Apply pre-emergent herbicide to Greenwood and Restlawn Cemeteries
- Apply Roundup/pre-emergent on all roads twice during the growing season
- Ensure all veterans' graves are marked
- Install an inscription on the memorial monument at Greenwood
- Mow the cemeteries on a 5-day circuit
- Trim the cemeteries on a 15-day circuit
- Record veterans' status on all existing graves
- Begin a tree planting program at Restlawn
- Level one section of memorial stones at Restlawn
- Replat new sections at Restlawn
- Remove and replace the existing sidewalk at Restlawn cemetery

2012 Objectives

- Continue memorial stone leveling project at Restlawn Cemetery
- Apply broadleaf and pre emergent weed control to all cemetery property
- Continue the road stabilization at Greenwood and Restlawn Cemeteries
- Continue to mow the cemeteries on a 5-day circuit
- Continue to trim the cemeteries on a 15-day circuit
- Install information kiosk
- Separate the Cemetery and Park Division costs to better determine true cost of operations

Position	CEMETERY		STAFFING LEVELS			
	F/P					
		2009	2010	2011	2012	
Park Superintendent	F				0.5	
Park Supervisor	F				0.5	
Park Horticulturist	F				0.5	
Maintenance Worker II	F				2	
Maintenance Worker I	F				1	
Tractor Mower	P				1	
Total Part Time					1	
Total Full Time					4.5	

Performance Indicators	2010	2011	2012
	Actual	Projected	Estimated
Lot Sales	62	60	70
Opening and Closing	154	150	160
Trees Planting	7	10	15
Trees Removed	18	20	20
Linear Feet of Road Stabilization	3375	0	0
Acres Mowed	1,980	1,988	2,000

Parks & Public Facilities Alignment with City Beliefs

We support **growth** by expanding our services and cemeteries to meet the overall growth of the community.

We enhance the **quality of life** by providing a constant empathetic service that is there when the need arises.

We provide for **health and safety** by developing and maintaining safe, high quality memorial park and keeping a safe place for grieving families to remember their loved ones.

We **respect the environment** by using processes and technology that support a healthy natural environment and minimize adverse environmental impacts.

We pursue **progressive and innovative solutions** by continuously seeking ways of taking advantage of partnerships with other individuals and organizations, innovations in technology, and creative ideas that better serve the citizens and the community.

DEPARTMENT EXPENDITURES	ACTUAL			ADOPTED 2011	ADOPTED 2012
	2008	2009	2010		
PERSONAL SERVICES					\$ 200,607
CONTRACTUAL SERVICES					\$ 36,300
COMMODITIES & SUPPLIES					\$ 12,600
VEHICLE OPERATING					\$ 13,750
CAPITAL OUTLAY					\$ -
TRANSFERS					\$ 39,066
	\$ -	\$ -	\$ -	\$ -	\$ 302,323