

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



ADM-15 Cemetery Funds Disbursement Policy

Department: Administration

POLICY OBJECTIVE:

The County of St. Paul desires to provide support to cemeteries located within the County.

POLICY STATEMENTS:

1.0 Funding Guidelines

- 1.1 The County Council will identify cemetery expenditure amounts in each budget year.
- 1.2 The Cemetery Committee shall not exceed the annual budget amount set by Council.
- 1.3 The priority level of support will be to all County owned cemeteries first, community owned cemeteries second and then all church owned properties.
- 1.4 All financial requests will be presented at the cemetery committee meeting and they will determine if the requests meet the criteria of capital projects or expenditures. All requests will be considered on an individual basis.
- 1.5 Funds will not be allocated for general maintenance of any cemeteries. However, should a cemetery require assistance of county equipment for brushing or mulching or erecting a fence, this request may be considered.
- 1.6 All funding requests must state what the funds will be utilized for and a quote must be attached along with a time frame for completion. All receipts must be provided to the cemetery committee prior to payment being made.

2.0 Disbursements

2.1 Disbursement of funds for all non-County Owned cemeteries will be as follows:

Fencing project	- Max \$3,000.00
Cemetery Signs	- Max \$1,500.00
Surveying costs	- Max \$1,500.00

2.2 If a subdivision application must be made the County of St. Paul Council may make a motion to waive the fees.

2.3 If a request that exceeds the annual budget is received, the Cemetery Committee may consider the request with Council approval.

Council Approval: July 8, 2011

