



## MILFORD CITY CEMETERY DECORATIONS POLICIES AND PROCEDURES

*Cemetery policies are intended to provide a cemetery facility with the most pleasing and uniform appearance that is acceptable to the majority of cemetery patrons.*

### **DECORATIONS POLICY**

Properly displayed decorations add beauty and character to the cemetery. Decorations are allowed throughout the year, with the following stipulations”

1. Glass, ceramic, porcelain, and other breakable containers are strictly prohibited and will be removed by the cemetery staff immediately. Small stones, glass beads, coins, toys, or other items placed on the grave marker or concrete border that can easily be dislodged by string trimmers or mowers will be removed and discarded by cemetery staff immediately upon discovery.
2. Any objects driven into the ground around the grave marker, such as wires, metal rods, sticks, pegs, artificial flowers, flags, toys, air socks, balloons, outdoor lighting, pin wheels, etc. are not permitted and will be removed and discarded by cemetery staff immediately upon discovery. (*Exception: see Shepherd Hook Policy*)
3. Decorations are not allowed on any part of the grass. Any object, flower, or decoration placed in the grass area of the cemetery during mowing season (March 1 – October 31) will be immediately removed and discarded. (*Exception: see Mother’s Day Policy and Memorial Day Policy*)
4. Decorations can be dislodged from their grave marker by the wind, vandals, animals, etc. Cemetery personnel will make every effort to properly relocate a dislodged decoration. Decorations that cannot be returned to the proper grave marker will be discarded by cemetery staff. Cemetery personnel are not responsible for decorations.
5. Any object or decoration not in compliance with this policy will be removed immediately upon discovery. Once removed, grave decorations will be disposed of and will not be saved or kept at the cemetery. Cemetery personnel are not responsible for decorations.
6. **DECORATIONS WHICH CAN POTENTIALLY CAUSE DAMAGE TO PERSONNEL OR GRASS MAINTENANCE EQUIPMENT WILL BE IMMEDIATELY REMOVED AND DISPOSED OF UPON DISCOVERY.**

## PERMANENT DECORATIONS POLICY

1. Permanent decorations are those intended to remain at the grave site for periods in excess of thirty (30) days. These items usually include shepherd's hooks (vertical structures), solar lighting, artificial flowers, flags, and memorabilia. (See shepherd hook policy for seasonal restrictions).
2. All shepherd hooks, works of art, flag poles, and solar lights must be approved by the sexton before installation. **If not approved, they cannot be installed.**
3. No permanent decoration may be placed on the grass outside of the headstone or concrete base from March 1 through October 31. All decorations displayed on the grass or that spill out onto the grass will be discarded by the cemetery staff.
4. Ground Elevation or Flush Grave markers installed in the mow path must remain free from all decorations during the mowing season, March 1 – October 31 (*with exception to Mother's Day and Memorial Day Policy references*).
5. All decorations are subject to removal and disposal by cemetery staff when they are determined to be unsightly or create safety or maintenance concerns.

## SHEPHERD HOOK POLICY

Subject to the following provisions, shepherd hooks, and vertical structures will be allowed in the Milford City Cemetery November 1 through February 28. They are prohibited during mowing season (March 1 – October 31) with exception of the Wednesday before Memorial Day through Sunday following Memorial Day. The following rules apply:

1. Only one (1) shepherd hook or vertical structure is allowed for each burial site.
2. Shepherd hooks must be installed touching the concrete border. Where no concrete border is present the shepherd hook must be placed so that it is touching the headstone.
3. Shepherd hooks or other vertical structures **cannot** be permanently installed in concrete *with exception of approved flag poles*.
4. No portion of the shepherd hook or attached decorations may extend outside the boundary of the headstone or concrete border. The hook must be turned into the headstone to avoid injury to patrons or cemetery staff.
5. No shepherd hook or item hanging from the hook can exceed six feet in height from ground elevation.
6. Shepherd hooks are subject to removal and reinstallation if they obstruct or hinder equipment access for burials or cemetery maintenance.
7. Placement of shepherd hooks not in accordance with this policy will result in immediate removal and disposal by cemetery staff.

## MEMORIAL DAY POLICY

1. Patrons may begin decorating for Memorial Day starting the Friday before Memorial Day.
2. Decorations may remain on gravesites through the Sunday following Memorial Day.
3. Decorations are NOT required to be confined to the headstone and surrounding concrete border from the Friday morning prior to Memorial Day until the Sunday following Memorial Day.

4. On Monday, one week following Memorial Day, ALL decorations and flowers remaining on the gravesites, borders, or lawn surrounding the burial positions will be removed by cemetery staff and disposed of.
5. On Monday, one week following Memorial Day, the cemetery staff will resume routine maintenance responsibilities within Milford Cemetery.

### **FLOWERS ON GRAVES POLICY**

Properly displayed flowers add beauty and character to the cemetery. Flowers are allowed throughout the year, with the following stipulations:

1. Milford City and staff will not be responsible for flowers or other personal property left in the cemetery.
2. The cemetery staff will remove decorations or flowers on new graves after seven (7) days. Special flower mementos should be removed by the family at the conclusion of graveside services.
3. Fresh cut flowers will remain on graves until they appear to be dead as determined by cemetery staff. Once the flowers are no longer attractive, personnel will dispose of the flowers and the container provided for them. All Halloween pumpkins and Jack O' Lanterns will be removed on November 1<sup>st</sup> or before if they have begun to rot.
4. All flowers, real or artificial, must be in a container placed on, or attached to the grave marker, as in stone or metal vases or vase holes. Flowers in moveable containers must be placed on the grave marker or concrete to ensure access for lawn maintenance. Plastic flowers may be removed at any time by cemetery staff if they are determined to be worn out, sun-bleached, unsightly, or create maintenance or safety issues.

***Adopted by Resolution 04-2022***