



G.A.R. Cemetery

Family ~ Heritage ~ Legacy

RULES AND REGULATIONS

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DEFINITIONS:

CEMETERY: The term cemetery is hereby defined to include a burial park for earth interments, a community mausoleum for vault or crypt interments, a crematory or crematorium for cinerary interments, or a combination of one or more thereof.

CEMETERY CARE FUND AND PERPETUAL CARE FUND: are interchangeable and both will have the meanings ascribed to them by 11 O.S. § 26-109 and § 26-201, and the same may be amended from time to time. (Ord. No. 2018-01, § 1(C.), 1-16-2018)

PROPERTY: The term property will mean the entirety of the property described by the certificate of ownership.

GRAVE: The term grave will apply to a space of sufficient size to accommodate one interment.

VAULT: The term vault will apply to a protective, lined, and sealed container for a casket in a burial plot to prevent ground collapse. The vault protects the casket from water and soil, while preserving the aesthetic integrity of the cemetery.

CASKET: The term casket will apply to a box for human remains.

LOT: The term lot will apply to numbered divisions as shown on the record plat which consists of eight plots.

INTERMENT: The term interment will mean the permanent disposition of the remains of a deceased person by cremation, inurnment, entombment, or burial.

MEMORIAL: The term memorial will include a monument, marker, tablet, headstone, private mausoleum, bench, or tomb for family or individual use, tombstone, coping, lot enclosure, urn and crypt and niche place.

MONUMENT: The term monument will include a tombstone, bench, or memorial of granite, marble, or natural stone which will extend above the surface of the ground.

MARKER: The term marker means a memorial flush with the ground.

LOT MARKER: The term lot marker is a small, numbered device used by the Cemetery to mark and locate corners of the lot.

CERTIFICATE OF OWNERSHIP: The term certificate of ownership will apply to the original conveyance given by the cemetery to the original purchaser.

MANAGEMENT: The term management will apply to the person or persons duly appointed by the City of Miami, Oklahoma, for the purpose of conducting and administering the cemetery.

CEMETERY OFFICE: The term Cemetery Office will mean the office maintained at Miami G.A.R. Cemetery.

COMPANION PLOT: The term companion plot will mean the purchase of two (2) plots positioned north and south of each other and are to be purchased at the same time.

SUPERVISION: G.A.R. Cemetery and any other cemeteries now owned or hereafter acquired by the City will be under the supervision and control of the mayor and city council.

CEMETERY MANAGER: The cemetery manager will be responsible for overseeing all operations related to the cemetery. This includes utilizing the appropriate cemetery staff to ensure the fulfillment of all related responsibilities.

GENERAL PROCEDURES:

The City of Miami governs G.A.R. Cemetery in accordance with Oklahoma State laws and the operational procedures established by the City of Miami, Oklahoma. The City reserves the right to deny admission to any city-owned cemetery and to restrict access to its facilities should a person or group of persons become violent or disruptive to cemetery activities, visitors, or staff or should they engage in behaviors that are reasonably likely to cause damage to City property or endanger staff or visitors of the Cemetery.

Both the City of Miami and G.A.R. Cemetery exercise complete oversight and management of the land, buildings, improvements, and overall development within the cemetery to ensure the interests of all stakeholders are addressed equitably.

It is the responsibility of cemetery management to ensure compliance with the established procedures, maintain order, and promote the cemetery's best interests. To this end, management is authorized to implement temporary rules as necessary to address emergencies not explicitly covered by these procedures.

Cemetery management reserves the right to grant exceptions, suspensions, or modifications without prior notice. Such actions will not alter the general application of the procedures.

All donations, fees, or charges for services must be directed to cemetery staff as outlined, and patrons are requested to provide any payments to cemetery employees directly.

Visitors within the cemetery are required to utilize only designated avenues, roads, walks, and alleys. Walking across lots or lawns is prohibited unless necessary for accessing another lot. The cemetery disclaims liability for any injuries incurred by individuals violating this rule.

Vehicles must be kept under strict control. Drivers must stop for funeral processions until they have passed and are prohibited from overtaking any vehicles in such processions. Driving through the cemetery gates or on its grounds at speeds exceeding the established limit of 15 mph is prohibited. Additionally, it is forbidden to drive any vehicle or animal across graves, lots, lawns, or to park or leave vehicles in a manner that obstructs other vehicles.

All individuals are prohibited from picking flowers (wild or cultivated), damaging trees, shrubs, or plants, as well as from writing, marking, carving, or otherwise defacing memorials, fences, or any structures within the cemetery.

At our cemetery, we recognize the importance individuals place on maintaining the graves of their loved ones. However, it is imperative that any self-maintenance activities do not disrupt the daily operations of our staff. Therefore, we do not permit the use of ropes or flags to obstruct our employees in the performance of their duties.

Cemetery management will address any activities that may be deemed criminal with local law enforcement agencies.

POLICE PROTECTION FOR CEMETERIES:

All cemeteries which are owned and operated by the city will, always, be under the police protection of the city. (Municode Chapter 28: Article I: Section 28-1)

Employees of the cemetery are expected to maintain civility and courtesy in all interactions. In the event that a citizen becomes angry, aggressive, unruly, or otherwise hostile, and the employee is unable to de-escalate the situation, the employee may, at their discretion, contact law enforcement for assistance in managing the circumstances.

HOURS:

Established Business Hours: Monday - Friday 7:00 a.m. – 4:00 p.m.

The cemetery will be accessible to the public during daylight hours; however, cemetery personnel will be available only during their designated business hours.

Please note that cemetery employees do not work on Saturdays, Sundays, federal holidays, or city holidays, except when required to maintain order, as outlined in the Fee Schedule. In such cases, an additional overtime fee will be applied.

Should a funeral be required on a Saturday, Sunday, or holiday, it will be scheduled for 10:00 a.m. only. An additional overtime fee will also be charged for any funerals conducted outside of regular business hours.

CEMETERY CARE FUND:

The cemetery care fund has been established pursuant to 11 O.S. § 26-109 and 26-201 to ensure the maintenance and upkeep of the cemetery. These funds are maintained in a designated perpetual Cemetery Care Fund by the City. All money in this fund will be used in accordance with the yearly City Council approved budget and all applicable laws and ordinances.

REGULATION OF THE CEMETERY CARE FUND:

The City of Miami designee will plan, study and make recommendations with regards to the cemetery care fund to the city manager, consistent with the procedures, from time to time, with reference to the conditions of the cemetery in general and the conditions under which the donations or bequests to the fund will be accepted, concerning the amount necessary for the perpetual care of each lot specified by any particular donor, the conditions the lot is to be placed in with reference to grade and markers, and such other and further conditions as the City of Miami designed will determine to be just and proper.

All such recommendations will be submitted to the mayor and city council for their consideration and approval. The city manager may accept all or any portion of the recommendations, or variations thereof, as they deem them in the best interest of the city.

Every donation and bequest made to the fund, when received, will be receipted and deposited in the fund.

CORRECTION OF ERRORS:

The Cemetery Management reserves the right to rectify any errors that may occur in the processes of interment, disinterment, or removals. This includes, but is not limited to, inaccuracies in descriptions, transfers, or conveyances related to interment properties. In such cases, the management may provide alternative interment properties of equal value and similar location, as deemed appropriate, or may opt to refund the amount paid for the original purchase.

Should an error involve the interment of remains, the Cemetery Management retains the authority to relocate or transfer those remains to a comparable property of equal value and similar location, as necessary to ensure compliance with management standards.

DESCENT OF TITLE:

The laws of the State of Oklahoma govern the descent of title to cemetery property as well as other matters pertaining to assignments, conveyances, devises, trust deeds, and inalienability. The cemetery management will gladly assist any property owner who desires information or advice on questions pertaining to his property.

INTERMENTS:

Funeral directors must arrange their funerals to clear the cemetery by their established work hours. If circumstances force cemetery employees to be detained after their established work hours on account of late funerals, the established overtime fee will be added.

Where immediate burial is required by the laws of the State of Oklahoma, or under the Procedures of the State Board of Health, interments may be made on Sundays and holidays, and, in the opinion of the cemetery management, delay will cause unreasonable hardship or inconvenience. Interments may be made on such days, but the additional established overtime fee will be added to the regular interment charge.

Funeral directors, upon arrival at the cemetery, will be required to present the necessary burial permit from the local health officer or registrar.

All orders of interments must be signed by the lot owner, legal representative, or funeral home representing the family. The cemetery will provide a burial verification form for this purpose. Once signed, this form will serve as verification of required information provided to the cemetery by the family or their representative and identifies the party of which is responsible for payment.

Property owners will not allow interments within their property in return for remuneration of any kind.

No interment of two or more bodies will be made in one grave except in the case of mother or father and child in one casket, two infants buried in one casket, two urns in one grave or one urn and one single casket burial.

When interment is to be made, the location of such interment grave will be designated by the lot owner, his/her legal representative, or the funeral home. Should the lot owner, the legal representative, or the funeral home fail or neglect to make such a designation, the cemetery management reserves the right to choose the location of the interment.

The cemetery management requires a minimum of 24 hours' notice before a burial and a week's notice for any disinterment or removal. If a Monday 10:00 a.m. service is to be scheduled, the cemetery must be called no later than 12:00 noon on the previous Friday, and by 8:30 a.m. on that Monday morning for a 2:00 p.m. service. Notification must include all required information concerning the deceased. Upon notification, a copy of the property owner's card and burial verification form will be sent to the funeral home.

It is the funeral homes' responsibility to verify the accuracy of such information and to designate which plot is to be opened. In addition:

- a) When a service is to be held on a Saturday or Monday of a holiday weekend, the cemetery management must be notified before noon on the previous Friday.

- b) Obituaries printed in local newspapers are not considered to be official notice. Nor will employees be responsible for funeral information given to them outside of work hours.
- c) The cemetery staff realizes that in some instances, exceptions may be necessary and will try to accommodate funeral homes when possible.

The cemetery management, and the employees of the cemetery, are the only persons who will be permitted to open graves with the following exceptions:

- a) When the cemetery is directed to make a disinterment by the order of a court of competent authority and a certified copy of such order has been filed with the cemetery management.
- b) When the medical examiner orders the disinterment of a body for the purpose of conducting an inquest, he must submit a signed authorization to the cemetery management, granting permission for the body to be released to himself and his authorized agents. In this scenario, the disinterment must be carried out solely by the medical examiner, his lawful agents, or other designated state officials. Cemetery employees are not permitted to assist in the disinterment process.

To uphold a high standard of care, prevent the occurrence of sunken graves due to the deterioration of wooden boxes, and provide reassurance to bereaved families, the cemetery management mandates that all burials must be conducted using external vault containers constructed from natural stone, metal, or reinforced concrete. Wooden boxes are strictly prohibited. All external containers must be manufactured and installed in accordance with the specifications outlined by state statute. These vault containers may be sourced from any provider, provided they comply with the established requirements.

All charges for interment or services in connection therewith will be paid to the cemetery staff prior to services being rendered unless a prior agreement has been made and approved by cemetery management.

Besides being subject to these Procedures, all interments, disinterments, and removals are made subject to the orders and laws of the properly constituted public authorities.

The cemetery management will not process a burial order until the signed verification is received from the funeral home and will not be responsible for any error occurring from lack of precise and proper instructions as to the space, size of grave, and location in the plot where interment is desired.

The cemetery management will not be responsible or liable for the interment permit nor for the identity of the person to be interred.

During disinterment, at no time will a casket be opened within the cemetery grounds, nor will any employee be involved in the opening of a casket.

PLANTS AND SHRUBS:

No person will plant any trees, shrubbery, vines, flowers, or plants nor sow any seeds of any description within city cemeteries except by direction of cemetery management. Citizens wishing to donate items for planting may contact the cemetery management. Cemetery management reserves the right to designate the location and types of all plantings within the cemetery and may also refuse planting requests as deemed necessary. The cemetery will not be responsible for the replacement of any donated plantings for any reason.

The cemetery management will not be responsible for frozen plants or herbage of any kind, or for plants damaged

by the elements, thieves, vandals, or by other causes beyond its control.

Cemetery management reserves the right, but is not obligated, to prevent the removal of any flowers, floral designs, trees, shrubs, or other herbage of any kind which is sought to be removed without the cemetery management's consent.

The cemetery management reserves the right to remove any floral arrangements, flowers, weeds, trees, shrubs, plants, or any form of vegetation from the premises whenever they determine, in their discretion, that such items have become unsightly, hazardous, detrimental, or diseased, or fail to meet the established standards. This authority extends to any donated plantings deemed necessary for removal.

DECORATION REMOVAL:

The cemetery will be cleaned of all flowers and decorations four times a year. This removal includes any memorial items remaining on the lawn that will hinder the maintenance of the cemetery grounds. All memorial items removed by the cemetery staff will be disposed of. No exceptions will be made.

The times set for removal of all decorations are as follows:

- The First Monday in February
- The Second Monday Following Easter
- The First Monday Following Memorial Day
- The First Monday in October

To perform cemetery grounds maintenance properly and efficiently during the busy mowing season, cemetery management asks that decorations be limited to the following times:

- One week prior and one week following Easter
- One week prior and one week following Memorial Day
- The first Tuesday in October through the first Monday in February

Decorations must be removed from the cemetery by 8:00 a.m. on the days listed. Decoration Removal will begin promptly at 8:00 a.m. on the days listed above.

The cemetery staff reserves the right to remove and dispose of any fresh or artificial decorations whether it is during regular decoration removal time or any other time of the year as they deem necessary, if such decorations become unsightly, faded, tattered or in otherwise poor condition, or if they hinder the proper maintenance of the cemetery grounds.

SPECIFICATIONS FOR MEMORIAL WORKS:

For the best interest and protection of the property owners, memorials of cement, artificial stone, compositions, wood, tin, or iron, will not be permitted. The one exception is, the property owner, with the cemetery management approval, may use a temporary marker with the purpose of replacement once the permanent marker or monument is installed.

Cemetery management reserves the right to approve or disapprove the type of temporary marker to be used.

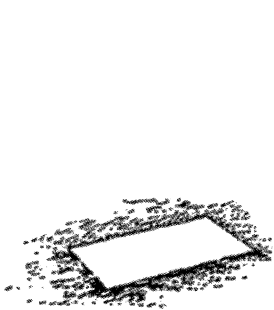
Cemetery staff reserves the right to remove and dispose of any temporary marker if it becomes unsightly, faded, tattered or otherwise poor condition at any time, or as they deem necessary.

Only one monument or marker is permitted per individual grave, with the exception of a military marker.

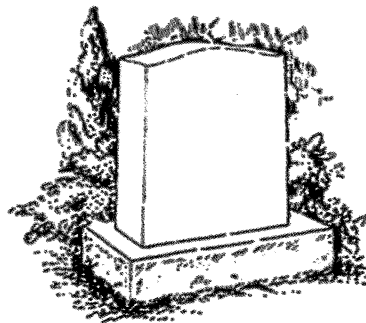
Furthermore, no marker, regardless of its size, shape, or material, may encroach upon adjacent properties. All markers must adhere to the dimensions specified in your right of interment.

You may choose from three different types of memorials:

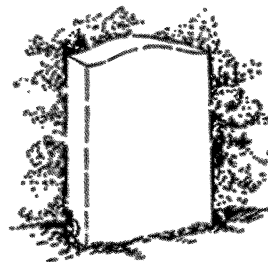
- a) a flat or flush marker that is at ground level or,
- b) an upright monument that is composed of two pieces: a “base” and a “die” (most common) or,
- c) an upright monument that is a single piece, known as a “monolith”.



a) flat marker



b) upright



c) monolith

Half Lot Upright Monument Base Size Limitation – Six (6) Feet x Twelve (12) Inches

Full Lot Upright Monument Base Size Limitation – Twelve (12) Feet x Eighteen (18) Inches

It is also allowed that all people may have a flat marker set flush with the lawn and placed upon their grave space if it meets the specifications outlined below.

Flat Marker Specifications:

There are three (3) size categories for all flat markers which are set flush to the lawn. The amount of names engraved on the marker does not decide the setting fee amount.

Up to but cannot exceed: 12"x 8"x4"

Exceeds the above dimensions 12"x 8"x4" but cannot exceed: 24"x12"x4"

Exceeds the above dimensions 24"x12"x4" but cannot exceed: 48"x18"x4"

Absolutely no flat markers larger than 48"x18"x4" will be accepted for placement on cemetery grounds.

WHEN THE WIND BLOWS:

Anyone wishing to have a wind chime placed will bring it to the cemetery office and the cemetery staff will place it at their will.

Under no circumstances will it be allowed for any wind chime to be placed or removed by anyone other than the cemetery staff.

The cemetery will not be responsible for any reason for the replacement or repair of any wind chime damaged by the elements, thieves, vandals, or by other causes beyond its control.

At any time G.A.R. Cemetery or the City of Miami may discontinue the When the Wind Blows Wind Chime Sitting Area program without any public notice.

FUTURE PROGRAMS:

Cemetery management may opt to implement innovative programs in the future. At that time, the program will be evaluated, and the procedures will be established per its needs.

G.A.R. CEMETERY COSTS AND FEES

The following will be the costs and fees associated with the G.A.R. Cemetery in the City of Miami.

These rates are effective immediately and the collection thereof is ratified.

OPENING AND CLOSING FEES:

OPEN/CLOSE ADULT	\$	775.00
OPEN/CLOSE INFANT	\$	325.00
OPEN/CLOSE (1) URN	\$	400.00
OPEN/CLOSE (2) URNS	\$	550.00
OPEN/CLOSE (1) URN VAULT	\$	425.00
OPEN/CLOSE SATURDAY (OT ADDED TO O/C)	\$	1,225.00
OPEN/CLOSE SUNDAY & HOLIDAYS (OT ADDED TO O/C)	\$	1,550.00

OVERTIME FEES:

WEEKEND	\$	400.00
OVERTIME MONDAY - FRIDAY PER HOUR AFTER 4:30PM	\$	350.00

MARKER SETTING FEES:

MARKER SET UP TO 18"X12"X4"	\$	150.00
MARKER SET SINGLE 19"X16"X4" - 30"X16"X4"	\$	225.00
MARKER SET DOUBLE 31"X18"X4" - 48"X18"X4"	\$	400.00
SET- VASE	\$	50.00
FOUNDATION 6'	\$	400.00
FOUNDATION 12'	\$	800.00

LAND SALES:

LAND SALE - CREMAINS ONLY PLOT	\$	550.00
LAND SALE- INFANT/CHILD	\$	200.00
LAND SALE- CASKET	\$	725.00
LAND SALE -ADULT (2 GRAVES) CASKET	\$	1,625.00
LAND SALE- (4) HALF LOT	\$	2,800.00
LAND SALE- (8) FULL LOT	\$	5,375.00
MAUSOLEUM CRYPT – SINGLE	\$	3,400.00
COLUMBARIUM NICHE – SINGLE	\$	1,325.00
COLUMBARIUM NICHE – DOUBLE	\$	2,200.00
OSSUARY SPACE (INCLUDES MEMORY RING ENGRAVING AND OSSUARY BAG)	\$	550.00
SCATTER GARDEN	\$	150.00
SCATTER GARDEN W/ ENGRAVING ON MEMORIAL WALL	\$	300.00

OTHER CEMETERY FEES:

DISINTERMENT - RELOCATION WITHIN GAR	\$	2,000.00
DISINTERMENT - RELOCATION AWAY	\$	1,500.00
DISINTERMENT - CREMAINS	\$	500.00
NEW CERTIFICATE	\$	65.00
MONUMENT MARKING FEE	\$	150.00
MONUMENT MARKING FEE- WEEKEND ADD'L CHARGE	\$	100.00
GRAVE MARKING FEE	\$	250.00
GAZEBO – PAVILLION - TENT W/TABLE & CHAIRS	\$	150.00
GAR HEADSTONE - PRICES VARY BY SIZE & COLOR		
URNS - PRICES VARY BY SIZE & COLOR		
OSSUARY BAGS	\$	100.00

** The Cemetery will come to council each year before July 1ST, to propose an adjustment, according to the Consumer Price Index.



**G.A.R. Cemetery
Rules and Regulations Manual
Approval and Adoption Page**

This *G.A.R. Cemetery Rules and Regulations Manual* has been reviewed and approved by the undersigned and shall be effective as of the date of the final signature below.

Approved:



Tyler Cline, City Manager

9/22/2025
Date

Acknowledged:



City Clerk

City Attorney

[SEAL]

