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**CEMETERY BOARD
REGULAR MEETING
1350 BALDWIN AVENUE, CITY HALL
TUESDAY, JULY 15, 2025
5:00 PM**

- 1. CALL TO ORDER**
 - A. Invocation
 - B. Pledge of Allegiance
- 2. APPROVAL OF MINUTES**
 - A. April 15, 2025
- 3. NEW BUSINESS**
 - A. Compare Resolution 2022-14 to previous resolutions to see what has changed in pricing.
 - B. Self-Maintenance on Burial Plots Discussion
 - C. Self-maintenance Allowable Equipment
 - D. Family Cremations, Burial Supervision Discussion
- 4. CITIZEN COMMENTS**
- 5. ADJOURNMENT**

Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities may contact the City Clerk at cityclerk@defuniaksprings.net or 850-892-8500 ext. 1103.

**DeFuniak Springs Cemetery
Board Meeting
Council Chambers
April 15, 2025**

1. Call to Order

Mayor Bob Campbell called the meeting to order at 5:00 PM.

Present: Bob Campbell, Mayor, Wayne Sconiers, Sandra Macon.

Also, present City Manager Koby Townsend, Maintenance Supervisor Thomas Hubbard, and City Clerk Rafael Ali.

2. Invocation and Pledge of Allegiance

Mayor Campbell did lead the Invocation and the Pledge of Allegiance.

3. Updated Cemetery 5-Year Plan

Mr. Townsend presented a budget report of current revenue at the cemetery.

Mr. Townsend gave a presentation on the cemetery's 5-year plan.

He noted that Chris Mitchell, before he left, wanted the cemetery to be put on the National Registry and become a park, which would open up opportunities for grants.

He also mentioned the desire to see road improvements at the cemetery.

It appears that the focus is on paving the north and south roads.

Signage is also part of the plan.

The council is interested in establishing a standard sign for the city.

Coping is another element they want to address at the cemetery.

The intention is to pave one road at a time.

Mr. Townsend said they can work with engineers to develop storm drainage.

He brought up conversations about ADA compliance.

There are also plans to create interactive pamphlets to help visitors locate specific individuals at the cemetery.

He mentioned the possible need to build an additional columbarium.

Finally, he added that the plan can be stretched out further over time.

A motion was made to approve the 5 year plan as written by Mr. Sconiers and seconded by Mrs. Macon; the motion passed without objection.

4. Ratify allowing the Gardner Family to do 4 Cremations per Burial Lot

Mayor Campbell presented on ratifying the decision to allow the Gardner family to do 4 cremations per burial lot.

Mayor Campbell explained how, in the past, the city used to allow up to 4 cremations per burial plot.

Mr. Hubbard expressed concern, stating that 4 cremations would be too tight to fit within the space.

He explained that the current policy allows 2 cremations per plot or 1 burial and 1 cremation.

Mr. Townsend shared that a family brought in a deed that stated they were permitted to do 4 cremations per plot.

Mr. Townsend suggested that these situations should be handled on a case-by-case basis.

Mr. Ali presented the situation to the cemetery board.

He explained that a family had approached him, requesting the city honor the original agreement allowing 4 cremations per burial plot.

Mayor Campbell asked which section of the cemetery this was in.

Mr. Ali responded that it is in Section 1528, Block L.

Mr. Townsend again recommended that this type of situation be decided individually.

Mr. Townsend asked the board to ratify the decision that had already been made.

A motion was made to ratify allowing the Gardner Family to do 4 Cremations per Burial Lot by Mrs. Macon and seconded by Mr. Sconiers; the motion passed without objection.

5. Public Comments

Mr. Williamson, a citizen of DeFuniak Springs, stated that he bought a cemetery plot for \$1,000.

Mr. Williamson said that when he went to get a permit for himself and his wife, he was told it would cost \$850 for both of them to be buried.

Mr. Williamson asked what this fee is paying for.

Mr. Ali explained that the cost includes \$500 for the burial and \$350 for the work permit.

Mr. Townsend asked if Mr. Ali could pull up Resolution 2021-21 to tell them what the fees used to be.

Mayor Campbell stated that he wants to find out what initiated this change.

Mr. Townsend added that they will go back and compare the two resolutions.

Mr. Ali explained that, according to Resolution 2021-21, the prices are the same as the current ones.

Mayor Campbell stated that they will need to find out why this was approved.

He also said they will investigate the matter and see if there is anything that can be done.

Mr. Williamson responded that he believes this is ridiculous.

Mayor Campbell reassured Mr. Williamson that they will look into it and see if anything can be done.

Mayor Campbell told Mr. Ali to give him a contact number for the City of DeFuniak Springs.

Mr. Townsend stated that there is currently no way to waive the fee.

Mr. Sconiers asked if there is something that shows all the fees.

Mr. Townsend explained that all fees are listed on the website.

Mr. Hubbard explained that permits are necessary to ensure the city keeps accurate records of who is buried at the cemetery.

Andrea Maley, an employee of the City of DeFuniak Springs, stated that he has worked for the city for two years.

Mr. Maley emphasized that the separation of church and state is important.

He also said that cemetery issues should be handled at the cemetery and not at City Hall.

Mr. Maley explained that funeral homes want a one-stop shop.

He stated that he can handle permits and certificates, and he believes those processes should be managed at the cemetery.

Mr. Maley added that taking people out to the cemetery is important because they can see the site firsthand.

He stressed that “boots on the ground” are important to the process.

Mayor Campbell concluded by saying this is something that needs to be discussed with Mr. Maley’s supervisor.

Mayor Campbell stated that he believes Mr. Townsend is thinking ahead and that they will try not to be so mechanical in their approach.

Mr. Ali explained that there are different approaches people can take.

Mr. Hubbard explained that many of those areas are no longer used for burials.

Mr. Maley stated that a lot of families do not understand the cemetery map.

He said that the better way to handle it is to let people pick their spot.

Mr. Maley shared that he and Chris Mitchell had added individuals onto the cemetery map.

Mr. Ali explained that the city does offer people the opportunity to go out and see the plot prior to purchasing.

Mr. Townsend said that the process seems to be working, but if there are communication improvements to be made, they will address them.

Mr. Townsend asked that they continue on with the agenda.

6. Board Member Comments

Mrs. Macon asked if these changes will be advertised.

She also requested that a workshop be held to explain the new process.

Mrs. Macon stated that people may not be aware of these changes.

Mr. Hubbard stated that the process is similar to how it was before, where people had to go to City Hall.

Mr. Townsend explained that they may be able to create a video explaining the different permits at the cemetery and the steps involved.

Mr. Townsend stated that he is not opposed to holding a workshop but if you don't attend the workshop the video can provide additional information.

7. Adjournment

Meeting Adjourned 5:57 PM.

Approved:

Bob Campbell, Mayor

ATTEST:

Minutes taken by Rafael Ali
City Clerk

Proper notice having been duly given

RESOLUTION NO. 2022-14

WHEREAS, the City of DeFuniak Springs, as a Florida municipal corporation, has adopted ordinances and resolutions related to its municipal cemetery, to wit Magnolia Cemetery, and;

WHEREAS, the City sets fees related to Magnolia Cemetery, and most recently did so in Resolution 2021-21, and;

WHEREAS, the City Council has given due consideration to the fees set forth in that resolution, received public input thereon, and now desires to amend those fees as stated herein,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of DeFuniak Springs, Florida hereby adopts the following as a policy of the City:

I. Cemetery Fees.

The following fees are hereby adopted, thereby amending all previously set fees for the following and establishing fees for any of the following not already established:

- \$500.00 per Burial, plus a \$350.00 Work Permit Fee to be paid at time of interment.
- \$350.00 Work Permit fee for burial of cremains.

- Work Permits unassociated with burials will be \$150.00, except for death date inscriptions made within twelve (12) months of interment which shall be performed at no charge.
- Maintenance of a cemetery plot by an owner shall not require a work permit, and shall be at no charge, unless said work is contracted to a third-party.
- \$250.00 Fine per violation for working without a permit in Magnolia Cemetery
- Burial Plot shall be sold at \$1,750.00 each.
- Niches shall be sold at \$515.00 each, plus the cost and installation of the plaque associated therewith.

II. Prior Resolutions.

All prior resolutions of the City addressing the matters set forth herein shall be deemed superseded by the terms of this resolution, provided, however, that all terms and conditions of those resolutions not expressly altered hereby shall remain in full force and effect.

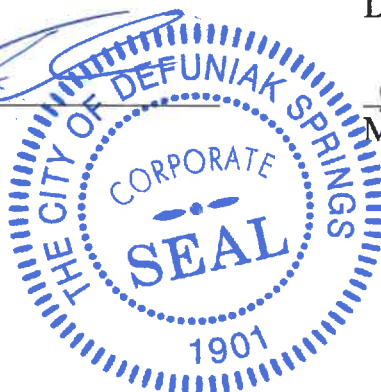
Duly passed and adopted by the DeFuniak Springs City Council on this 10th day of October, 2022.

ATTEST:

City Clerk

DEFUNIAK SPRINGS, FLORIDA

Mayor, Robert "Bob" Campbell



Resolution 2021 – 21

**A RESOLUTION FOR MAGNOLIA CEMETERY
FEE SCHEDULE**

WHEREAS, The DeFuniak Springs City Council established a Municipal Cemetery known as Magnolia Cemetery in 1844, and;

WHEREAS, Resolution 2017-12 established pricing for cemetery burial plot prices and perpetual care on August 14, 2017, and;

WHEREAS, the City of DeFuniak Springs wishes to rescind Resolution 2017-12 and establish the following pricing for cemetery burial plots and columbarium niches within Magnolia Cemetery:

\$1750 per burial plot with perpetual care included in the purchase price of said plot; and

\$515.00 for one 12-inch x 12-inch niche with the niche plaque cost and niche plaque installation at the city's cost for cremation remains within Section 1527 Block J; and

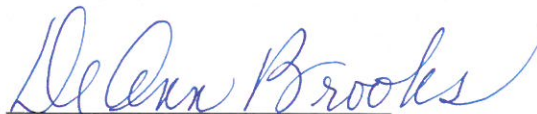
WHEREAS, the City of DeFuniak Springs has determined that the Cemetery Work Permit fee will be established at \$350, and the Burial Permit fee will be established at \$500, with a fine set at an additional \$500, if a permit is not obtained prior to work being commenced in Magnolia Cemetery. No fees will be charged for plot maintenance permits unless work is contracted.

WHEREAS, The City of DeFuniak Springs has set this Resolution to be in effect January 1, 2022.

NOW THEREFORE, be it resolved by the DeFuniak Springs City Council that the above guidelines for prices, plot sizes, and usage shall be effective upon adoption of this resolution and repeals all prior adopted resolutions for Magnolia Cemetery.

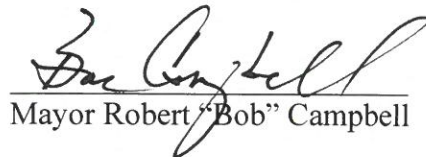
APPROVED AND PASSED by the City Council of the City of DeFuniak Springs, Florida this 8th day of November 2021.

ATTEST:



Interim City Clerk

DeAnn Brooks/Planning Assistant


Mayor Robert "Bob" Campbell

