

## EL DORADO COUNTY CEMETERY ADVISORY COMMITTEE REPORT

On June 4, 2002, your Board adopted Resolution No. 128-2002 establishing the *El Dorado County Cemetery Advisory Committee*.

The Resolution listed a number of assignments, in priority order, to be completed by the Committee. The Committee's first order of business was to review the County Cemeteries Ordinance and recommend revisions. Working in conjunction with the Planning Department and County Counsel's office, the Committee's recommendations related to building setbacks have been finalized. As soon as the revised documents are available, a public hearing before the Planning Commission will be scheduled, followed by submittal to your Board for review and approval.

The second order of business was to research the status of Native American burial sites within the County and to make recommendations to your Board as to their documentation and preservation. After research this issue, obtaining input by the local Native American community and other interested parties, the Committee discussed this topic at length. While the Committee's research identified numerous Native American burial sites within the County, the local Native American community strongly urged the Committee to not document the location of these sites and not take measures to preserve them. Rather, their request was to assist the community in protecting these sites as needed on a case by case basis (eg, upon notification of vandalism or desecration).

The Committee's third priority was to develop and recommend to the Board a County-wide, prioritized cemetery maintenance and restoration plan. One of the main concerns of the Committee is vandalism which is evident in far too many cemeteries. The Committee has been working on these issues for the last several months and, as of this date, has: 1) prepared recommendations regarding "minimum standards of maintenance and restoration"; 2) inspected a total of twenty (20) cemeteries, nine (9) of which are County-owned, to determine their present condition; 3) based upon these inspections, a spreadsheet was developed indicating the maintenance and restoration needs of each cemetery. The last step in the process will be the development of a recommended "Cemetery Maintenance and Restoration Plan" for your Board's review and approval.

Based upon the Committee's findings it was decided that a method for nurturing respect for and encouraging preservation of our cemeteries is necessary. The Resolution before you today declares October of each year as Cemetery Recognition Month in El Dorado County, in hopes of educating our community to appreciate and value these historic assets.

## EL DORADO COUNTY CEMETERY ADVISORY COMMITTEE

Minutes of November 19, 2003 Meeting

Committee Members Present: Craven Alcott/George Sanders, Susan Mickus, Julianne Van Leeuwen, Kevin Tierney, Jeff Clark, Bonnie Wurm

Committee Members Absent: Mike Gregor, Larry Anderson, Jack Sweeney, Barney Noel, Kim Branson, Lysa Daniels

County Staff Present: Deputy County Counsel Rebecca Sudtell, Mary Corey, Pat Booth, Bobbie North,

County Staff Absent: Gina Hunter, Lisa Nieto

1. Call to Order - The meeting was called to order at 3:10 pm.
2. Adoption of Agenda - The agenda was adopted by unanimous vote.
3. Approval of Minutes - The revised minutes of the August 2003 meeting were approve by unanimous vote.
4. Requested Change in Committee Meeting Day/Dates - The committee adopted the revised meeting schedule for the remainder of FY 03/04 and also approved the following changes: a) committee meetings will be held on Mondays commencing January 2004; and, b) no meetings will be held during the months of July and December.
5. Update on Scheduling of BOS Approval of Revised Cemetery Ordinance - Documents relating to the revised ordinance have been forwarded to County Counsel for review. Will be scheduled for finding of consistency be the Planning Commission prior to being agendized for adoption by the Board of Supervisors.
6. Cemetery Vandalism - A report of vandalism at the Georgetown Cemetery was responded to by the Sheriff's staff. It was recommended that a request be made of the Sheriff's STAR volunteers to routinely patrol various cemeteries. A letter of request will be sent to the Sheriff's Office.
7. Cemetery Maintenance and Restoration Plan - The amended plan as submitted to the Committee was approved and adopted. The concept of an "Adopt a Cemetery" program was discussed. The program should include a structured training and education element and should also be tied to the County's annual Cemetery Recognition month (October). Further discussion will take place at the January 2004 meeting.

8. Public Comment – The status of the Skinner Burial Ground/cemetery was discussed. Staff will make recommendations regarding the requirement for a wrought iron fence with Planning staff.

The next meeting is scheduled to take place on Monday, January 26, 2004 in Conference Room A, Building A, at 3:00 p.m.

The meeting was adjourned at 4:15 pm.

# MINIMUM STANDARDS FOR CEMETERY MAINTENANCE & RESTORATION

Proposed by the El Dorado County Cemetery Advisory Committee

## MAINTENANCE:

Signs should be clean and legible

Maintain fencing in good repair

Maintain adequate road access

Clear brush

Provide twice annual weed abatement

Remove dead or dying trees

Reset headstones as needed

(by a professional restoration specialist or entity trained in the proper preservation process)

Fill sunken graves

Remove trash and debris on a regular basis

## RESTORATION:

Provide appropriate signage

Provide protective fencing

Repair broken or damaged headstones

Provide markers for "unmarked/unknown" graves

### Definitions:

Maintain or Maintenance: to keep in an existing state; preserve from decline; to support or provide for the upkeep of property or equipment

Restore or Restoration: to renew, rebuild, or alter; to put or bring back into a former or original state; a bringing back to a former state or condition

Committee Approved on 11/19/03