

CITY OF COTTONWOOD CEMETERY GUIDE



Contact Information:

City of Cottonwood
816 N. Main Street
Cottonwood, Arizona 86326
928-634-0060 ext. 234

INDEX

HISTORY

DEFINITIONS

SUPERVISION

INTERMENT RIGHTS- SALE/ PURCHASE

FUNERAL REGULATIONS

GENERAL REGULATIONS

TRANSFER OF INTERMENT RIGHTS

FEES

AZTECA FUNERAL LODGE/ HISPANIC SECTION

HISTORY

The Cemetery located at 599 North Main Street in Cottonwood, Arizona was not always maintained by the City of Cottonwood. The Cemetery began back in 1892 when Alexander and Melissa Strahan deeded a sizable tract of land from their homestead to local School District #6 to be used for a public graveyard and public school purposes.

In 1953, the Cemetery Committee dedicated a parcel of land in the cemetery that would be known as the Veteran's plot and gave the right to burial "to all and only" honorably discharged veteran's of the armed services of the United States.

Then in 1962, the school district conveyed the parcel of land to the west of the most west entrance of the cemetery to the trustees of the Azteca Funeral Lodge #3.

In 1971, the Cottonwood Community Civic Club requested the town of Cottonwood take over the responsibility for administering and maintaining the cemetery. In 1973 this was made official by a quit claim deed to the town.

A committee was formed in 1937/1938 to maintain the area. This committee obtained a state and federal grant through WPA to fence the entire plot which includes the stone wall in front and the metal arch gateway that are still there today.

Up until the time the committee took over the information on burials was a unorganized mass. The committee at this time surveyed the area and created the roadways that are there today. William Hemler was the gentleman that conducted the survey and laid out wooden stakes to mark grave plots and provided the committee with a few maps. Unfortunately, over time, people in the area at the time used the wood stakes and borrowed, but did not return the maps.

Some years later, an engineer, Quigley, from the State Highway Department engineering division surveyed the land again, per the article for a sum of \$267.00. This time iron pegs were used and more maps were given to the committee, but again they were borrowed and not returned and the iron pegs were used as scrap iron by neighboring citizens.

While this committee was well meaning and tried diligently to keep the maps and information together, not a lot survived and what was left was turned over to the Town in 1971. Sifting through this material is a lot of fun to see the old records although they are not always very helpful when trying to locate someone's ancestor. For example the old records may say John Smith was buried in 1887 to the left of the rock or to the north of the big tree.

Since the City has taken over the cemetery, a few people have done a lot of work to locate burial information for the cemetery. There are still quite a few graves that are unmarked and the names are not known.

A majority of this history is based on a report by Nancy R. Smith of Jerome dated May 7, 1992.

DEFINITIONS

Cremaains

Cremated ashes

Companion Plot

A right of interment for 2 remains to be buried in one plot

Grave Dome

Cement dome that covers a casket in order to keep the ground from sinking in on top of the casket

Perpetual Care

Maintenance of the cemetery grounds

Right of Interment

Plot of land to place remains

Urn Vault

Case in which to bury cremains

Vault

Cement case that encapsulates the entire casket and is used for the casket on the bottom of a companion plot.

SUPERVISION

Per Resolution 1102:

- A. This City reserves the right to compel all persons coming into the Cemetery to obey all rules and regulations adopted by the City. The City Council of the City of Cottonwood may from time to time, by resolution, amend the rules and regulations regarding the Cottonwood Cemetery.
- B. The City shall take reasonable precaution to protect owners and the property rights of owners within the Cemetery, from loss or damage; but distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by: the elements, an act of God, common enemy, thieves, vandals, malicious mischief makers, explosions, unavoidable accidents, invasion, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.
- C. The City reserves, and shall have, the right to correct any errors that may be made by it either in making interments, disinterments or removals, or in the transfer or conveyance and substituting in lieu thereof other interment rights of equal value and similar location as far as possible.
- D. Persons within the Cemetery ground shall use only the avenues, walkways, and roads.
- E. Automobiles shall not be driven through the grounds at a greater speed than 15 miles per hour and must always be kept on the right side of the Cemetery roadways. Automobiles are not allowed to turn around on the driveways or roadways, and they are not allowed to park or come to a full stop in front of an open grave unless such automobiles are in attendance at the funeral.
- F. The right to enlarge, reduce, replat or change boundaries or grading of the Cemetery or of a section or sections from time to time, including the right to modify or change the locations of, or any part thereof, or remove or regrade, roads, drives and walks, is hereby expressly reserved. The right to lay, maintain and operate, or alter or change pipe lines or gutters for sprinkling systems, drainage, lakes, and other similar items is also expressly reserved, as well as is the right to use Cemetery property, not sold to individual owners, for Cemetery purposes, including the interring and preparing for interment of dead human bodies, or for anything necessary, incidental or convenient thereto. The Cemetery reserves to itself, and to those lawfully entitled thereto, a perpetual right of ingress and egress over lots for the purpose of passage to and from other lots.

INTERMENT RIGHTS- SALE/ PURCHASE

Per Resolution 1102:

- A. The sale or transfer of any interment right by any owner or purchaser shall not be binding upon the City unless the same shall first be duly approved in writing by the properly authorized officer or other designated agent of the City, and then such interment right must be reconveyed to the City: the City shall thereupon issue a conveyance to the new owner. The same rule shall apply in all cases of assignment or purchase of contracts for interment rights. This procedure is required in order that the Cemetery may at all times have a complete and accurate record of all owners and purchasers.
- B. Any and all transfers of any interment right, whether the same be by conveyance or assignment of purchase contract, are subject to all rules and regulations of the Cemetery which are now in full force and effect or which hereafter may be enacted. The City may refuse to consent to a transfer or to an assignment as long as there is any indebtedness due the City from the owner so recorded in the records of the City office. All transfers of ownerships shall be subject to a charge of \$10.00, which charge must be paid to the City when the transfer is recorded.
- C. The subdivision of interment rights is not allowed without the consent of the City, and no one shall be buried in any lot not having an interest therein, except by written consent of all parties interested in such a lot and of the City.
- D. All interment rights are sold subject to payment of the amount posted in the office of the City Clerk for the area of the lot for perpetual care.
- E. Interment rights can be purchased in this Cemetery only with the written approval of the City Clerk or such other agent as the Officers shall direct and subject to the rules and regulations of said Cemetery not or hereafter adopted for the government of this City, and for the purpose of interment only. This provision applies to all sales, whether made directly by the City or sales made by owners.
- F. No interment rights or contracts for the purchase of interment rights can be sold, assigned, transferred, pledged, or hypothecated without the written approval of the Officers of the City or such agent as the Officers may designate.
- G. All agreements for the purchase of Cemetery interment rights must be on forms approved and signed by the authorized Officers or agents of the City. All terms and conditions for the purchase of interment rights must be recited in the purchase contract; verbal agreements or representations will not be recognized. All said agreements must provide for payment as posted in the City Clerk's office for the area of the lot.
- H. The City may exchange interment rights when desired by others. When such an exchange is made, the original conveyance must be surrendered by proper assignment, or by reconveyance, if considered necessary, before any change is effected.
- I. Each owner is vested with the ownership of his or her interment right for the sole purpose of interment of human dead bodies. Under the regulations of the City, the interments rights cannot be conveyed without the consent of the Officers, not any use, division or improvements of them be made which the City prohibits, or may deem improper. The owner of interment rights may dispose of same by will, subject to the foregoing conditions. If the owner dies intestate, the interment

INTERMENT RIGHTS- SALE/ PURCHASE

rights will descend to his or her heirs according to the laws of descent of the State of Arizona then in force and effect.

- J. No conditional or partial transfer of interment rights and no sale of an undivided interest, except to a person or persons who are already part owners, will be recorded, as the City cannot be responsible for the carrying out of the intent of the Grantor.
- K. The general care of the entire cemetery grounds and lots is assumed by the City through the operation of a Perpetual Care Fund. This, however, does not provide for any special care. Estimates for any special work will be made by the City upon applications, and charges for the work must be paid in advance.
- L. The Officers of the City shall direct generally, all of the improvements within the grounds and upon all lots and graves before as well as after interments have been made therein. They shall have charge of the plantings, sodding, survey and improvements generally.
- M. If any memorial, or any structure whatsoever, or any inscription to be placed on the same, shall be determined by the Officers of the City to be offensive, they shall have the right, and it shall be their duty, to enter upon such lot and remove, change or correct the offensive or improper object or objects.
- N. If any tree, shrub, or plant standing upon any lot, by reason of its roots, branches, or otherwise, be or become detrimental to adjacent lots or avenues, or if for any other reason its removal be deemed necessary, the Cemetery shall have the right, and it shall be their duty, to remove such tree, shrub or plant, or any part thereof, or otherwise correct the conditions existing as in their judgment seems best.
- O. No person shall pluck or remove any plant or flower, either wild or cultivated, from any part of the Cemetery.

FUNERAL REGULATIONS

Arranging a Burial:

1. Contact Information:
If you are using Westcott Funeral Home in Cottonwood, they will contact the City when you are making arrangements with them, no contact with the City is necessary.
If you are not using Westcott Funeral Home for your arrangements, contact the City at 928-634-0060 extension 234.
2. The City requires 48 hour notice in order to prepare the burial site.
3. Prepayment is required- see Fee schedule in this guide for amounts. Note: there are additional fees for evening or Saturday funerals.

Per Resolution 1102:

- A. Funerals, after entering the gates, shall be subject to the direction of the authorized employees of the City.
- B. Notice of two working days before the announced time of a funeral will be required. Sunday and Holiday funerals will not be permitted and Saturday funerals will only be permitted upon request and after the Saturday fees have been paid in advance.
Exception to this rule will be made only in cases of death from a contagious disease or when so ordered by the authorized officers of the City.
- C. Graves must be located by the family or representative of the family.
- D. When a removal is to be made from a single grave to another grave, the formerly occupied single grave space and all rights therein revert to the Cemetery.
- E. The burial of two bodies in one grave will not be permitted except where one occupies a space less than three feet in length. No grave space may contain more than two urns of cremated remains.
- F. Grave sites shall be identified by the mortuary with a permanent metal marker bearing the name, date of birth and date of death.
- G. Burial transit permits shall be delivered to the City of Cottonwood no later than (5) working days after the said burial.

GENERAL REGULATIONS

Per Resolution 1102:

- A. No dogs shall be permitted in the Cemetery, except seeing eye dogs.
- B. Consumption of food or intoxicating liquors within the Cemetery is strictly forbidden.
- C. No boxes, shells, toys, discarded glassware, for sale signs, sprinkling cans, receptacles, or similar articles will be permitted on any grave, lot, or tree.
- D. The Cemetery is not responsible for theft or damage to anything placed on graves or lots.
- E. Any person desiring to remove a body from the grave space of another must present a written permit signed by the Owner of such removal and also himself sign a request to have such a removal made. These requests shall remain on file in the Office of the City of Cottonwood.
- F. No wooden or cast-iron bench or chair, or any wooden or wire trellis shall be permitted to be or be brought upon the grounds.
- G. The City and its agents have authority to enter upon any lot and remove any objectionable thing or any erection that may have been placed there contrary to the regulations of the cemetery, and they may remove any dead or damaged tree, shrub or vine.
- H. No person shall be permitted to enter or leave the Cemetery except by public gates, which will be open during such daylight hours as are specified by the authorized officers of the City.
- I. Any person found on the grounds after dark shall be considered to be a trespasser.
- J. No person will be permitted to use profane or boisterous language or in any way disturb the quiet and good order of the Cemetery.
- K. All persons are forbidden to hunt on the Cemetery grounds.
- L. All persons are strictly forbidden to break or injure any tree or shrub; or mar any landmark, marker or memorial; or in any way deface the grounds of the Cemetery.
- M. No money shall be paid the attendants at the entrance or on the grounds. The entire time of the persons regularly employed on the grounds belongs to the City. Visitors and Owners must not otherwise engage them. All orders, inquiries and complaints must be made at 816 N. Main Street, Cottonwood, AZ 86326.
- N. All persons are reminded that the grounds are sacredly devoted to the burial of the dead and that the provisions and penalties of the law, are provided by statute, will be strictly enforced in all cases of wanton injury, disturbance and disregard of the rules.
- O. It is of utmost importance that there should be a strict observance of all the proprieties due the Cemetery whether embraced in the foregoing regulations or not, as no impropriety will be tolerated.
- P. All persons are urged to inform the City of any breach of proper decorum that may come to their notice.

GENERAL REGULATIONS

- Q. No person or persons, other than an employee of the City, shall be permitted to bring or carry firearms within the Cemetery except a Military guard of honor, and then only when in charge of an Officer and during a Military Service.
- R. No planting shall be allowed on graves, nor on any other part of a lot unless by consent of the City management or their designee.
- S. All memorials or monuments erected in Section F, G, and H must be flush with the ground, and no cement or rock curbs, copings, fences, etc are permitted in these areas.
- T. The City is not responsible for anything placed on graves or lots and reserves the right to remove all flowers, potted plants, holders, summer or winter wreaths or baskets of flowers when they become withered, for perpetual care, and for any other reasonable reasons.
- U. Perpetual care means that within the limits permitted by the income derived from the Perpetual Care Fund, the Cemetery grounds would be maintained in keeping with a well preserved place of burial, including the cutting of grass, and trimming of shrubs and trees at reasonable intervals; the procuring, maintaining in reasonable condition the machinery, tools and equipment needed for that purpose, and replacing same when necessary; keeping in repair the drains, water lines, roads, buildings, fences and other structures, including features and embellishments of a general character applicable to the Cemetery as a whole or to a particular area; maintaining the necessary records of interment space ownership and burials, and other necessary information, and having same available to the public authorities and other interested persons. This shall not include maintenance, repair or replacement of any memorial under any circumstances; nor the repair or replacement of buildings, structures or other property when the damage is caused by vandals, thieves, act of God, common enemy, riots, or by the order of any military or civil authority; or other acts beyond the control of the City.
- V. The Cemetery may, and it hereby expressly reserves the right, at any time or times, with or without notice to Owners, to adopt new rules and regulations, or to amend, alter, and/ or repeal any rule, regulation, and/or article, section, paragraph and/or sentence in these Rules and Regulations.
- W. Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The City, therefore reserves the right without notice, to make exceptions, suspensions or modifications in any of the Rules and Regulations when, in its judgment, the same appear advisable; and such temporary exceptions, suspension or modification shall in no way be construed as affecting the general application of such.

TRANSFER OF INTERMENT RIGHTS

Transfer of Ownership for Interment Rights:

The city of cottonwood cemetery does not have any plots for sale as they have all been purchased. Once someone has purchased the plot, they own it and it is up to them to sell it if they decide they no longer wish to own the plot.

If the City did have available plots, the cost would be \$250.00 each.

If an owner sells their plot to someone else, a notarized letter must be provided to the City stating that they have sold the plot and identify the new owner with the new owners information. A \$10.00 transfer fee must also be provided to the City at the time of transfer.

Once the City has the letter and fee, the transfer will be official.

Then when the time comes for the new owner to be buried, there will be additional fees will be incurred. The owner will have to pay to open/ close the grave, perpetual care, and a grave dome. These additional fees can be seen in the Fee schedule in this guide.

To see specific rules and regulations regarding the transfer of ownership, see parts A, B, C, E, F, J listed above in the Interment Rights- Sale/ Purchase section.

FEES

Full Burial

Open/ Close	\$400.00	
Perpetual Care	\$150.00	
Grave Dome	\$200.00	(Required on all full burials)
Companion Plot		
Interment Right	\$450.00	
Open/ Close	\$550.00	
Perpetual Care	\$150.00	
Grave Vault	\$400.00	(Required for bottom casket)

Veteran's Section

Interment Right	\$ 0.00
Open/ Close	\$200.00
Perpetual Care	\$100.00
Grave Dome	\$150.00
Open/ Close Companion Plot	\$500.00

Infant Interment \$150.00

Cremains

Open/ Close	\$300.00
Perpetual Care	\$ 75.00
Urn Vault	\$ 75.00
Veteran's Open/ Close	\$200.00
Veteran's Perpetual Care	\$ 50.00

Exhumation/ Disinterment

Casket	\$800.00
Infants	\$450.00
Cremains	\$250.00

Additional charges will apply for non-residents.

Overtime Fees (additional fees)

After 3:00pm Monday- Friday	\$100.00 each hour
Saturday Interments	\$500.00 each day
Saturday Exhumations/ Disinterments	\$800.00 each day

AZTECA FUNERAL LODGE

As stated previously in the History section, this part of the cemetery located to the West of the most west entrance does not belong to the City of Cottonwood. It was conveyed to the Azteca Funeral Lodge and is commonly referred to as the Mexican/ Hispanic Section.

In order to find out information on who is buried in this portion of the cemetery or to arrange burials, please contact Onofre Duran at 928-646-8996 or 928-649-2990. Different rules, regulations and fees may apply to this section as well.