

DEPARTMENT: Supervisor, District IV

BY: Supervisor Cann

PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION: Approve the formation of a volunteer "Adopt A Plot Program" to assist in preserving the Mariposa Cemetery and direct Public Works staff to coordinate implementation of the program in conjunction with the CAO and County Counsel.

There is interest on the part of local citizens to institute a program to help preserve and maintain the Mariposa Cemetery. The attached information outlines the proposed activities to be undertaken by the volunteers. County funds are limited and these volunteers could provide a significant service to the community through their efforts.

Attached is an outline of the planned activities of the program.

BACKGROUND AND HISTORY OF BOARD ACTIONS: County Public Works is responsible for maintenance of the cemetery.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: The described volunteer or organization will not be available to assist in preserving the cemetery.

Financial Impact? () Yes (x) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? () Yes () No () Partially Funded		
Amount in Budget: \$		List Attachments, number pages consecutively
Additional Funding Needed: \$		
Source:		<u>Program guidelines</u>
Internal Transfer		
Unanticipated Revenue	4/5's vote	
Transfer Between Funds	4/5's vote	
Contingency	4/5's vote	
() General () Other		

CLERK'S USE ONLY:

Res. No.: 11-91 Ord. No. _____
 Vote - Ayes: 4 Noes: 0
 Absent: _____
 Approved
 Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion
 Comments:

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
 Attest: MARGIE WILLIAMS, Clerk of the Board
 County of Mariposa, State of California

By: _____
 Deputy

CAO: [Signature]



COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

JIM ALLEN, CHAIR
JANET BIBBY, VICE-CHAIR
LEE STETSON
LYLE TURPIN
KEVIN CANN

DISTRICT V
DISTRICT III
DISTRICT I
DISTRICT II
DISTRICT IV



MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: SUPERVISOR CANN

FROM: MARGIE WILLIAMS, Clerk of the Board *MW*

SUBJECT: Approve the Formation of a Volunteer "Adopt A Plot Program" to Assist in Preserving the Mariposa Cemetery and Direct Public Works Staff to Coordinate Implementation of the Program in Conjunction with the County Administrative Officer and County Counsel

RES. 11-91

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on March 15, 2011

ACTION AND VOTE:

9

Supervisor Cann

Approve the Formation of a Volunteer "Adopt A Plot Program" to Assist in Preserving the Mariposa Cemetery and Direct Public Works Staff to Coordinate Implementation of the Program in Conjunction with the County Administrative Officer and County Counsel

BOARD ACTION: Supervisor Cann introduced Ron Loya and advised that he has been concerned about the overall maintenance of the town cemetery and that he is present to provide input on his proposal for some voluntary ways to assist. He thanked Pam Brochini/PWD-Facilities and Lori Verceles/PWD-Recreation Program Coordinator for being present. Ron Loya advised that the veterans plaque was refurbished at the cemetery and he provided input on improvements he would like to see occur at the cemetery in the long-range. He reviewed the volunteer "adopt a plot program." Supervisor Cann advised of the requested action and noted that as this evolves that work could be done on establishing a more elaborate maintenance program with volunteers. He noted that the "adopt a plot program" would involve County Counsel and the County Administrative Officer working with the Public Works Director to establish procedures. Pam Brochini stated she would like to have more information on the programs being proposed. Discussion was held relative to the proposal, including the status of having an accurate plot map. Supervisor Cann asked that Public Works be kept informed of the liaison for this program.

(M)Cann, (S)Turpin, Res. 11-91 was adopted approving the formation of a volunteer "adopt a plot program" to assist in preserving the Mariposa cemetery; and direction was given to Public Works staff to coordinate implementation of the program with County Counsel and the County Administrative Officer. Supervisor Turpin asked about consideration of including other cemeteries in this program, and the motion was amended, agreeable with the maker. Supervisor Bibby stated she would like Public Works to have more information before proceedings. Ayes: Stetson, Turpin, Cann, Allen; Noes: Bibby.

Cc: File
Rick Benson, CAD
Allen Toschi, PW Director
Steve Dahlem, Co. Counsel

ADOPT A PLOT PROGRAM

(2/3/11 edit)

To assist in the long term monitoring of the Mariposa Town Cemetery, I propose to institute an "ADOPT A PLOT" program. The concept of this type of preservation effort is to have local citizens invest a few hours each month to care for an old cemetery where few, if any burials take place. Adopt a Plot efforts have been carried out throughout North America and Europe; they have been well publicized and documented as making a lasting difference in public awareness and cemetery improvement.

This program would use volunteer community members (individuals, families, groups, organizations, or businesses) who will commit to visiting an assigned grave site or group of grave sites to monitor and "groom" them for the period of time that the plots are in their care.

Instituting such an effort will not only work towards filling a long standing void in the care of this historic place, it will also transform it to a source of community pride and bring to the forefront a tangible learning venue for visitors and locals alike to connect with those who built the legacy of the County of Mariposa.

GUIDELINES

Each volunteer would be required to fill out an application, sign a waiver of liability and a statement of their duties and limitations, and receive a personal on site training session to demonstrate their responsibilities.

Volunteers will observe the condition of a grave and perform routine tasks such as weeding, watering, pruning, and superficial tidying up of the area by raking, sweeping, and removing any dead plant debris. Grave makers (headstones, footstones, grave decorations, and plot borders) may be lightly brushed or wiped clean.

Volunteers would report to the program organizers, anything that may require repair or assessment such as site erosion, or damage or deterioration of markers and borders. Volunteers would not do any repairs themselves, or perform any "deep cleaning" of any grave marker surfaces.

Before considering any work that will be done on any grave, an attempt to contact living relatives will first be done, as it is expected that the responsibility for tending a grave falls on the shoulders of the next of kin. While such an arrangement is always preferred and will certainly be honored, if a grave is in disrepair and the next of kin are unable or unwilling to maintain it, permission will be requested and must be granted before any grave is "adopted".

If a living relative cannot be found, and the grave is older than 60 years with no indication that it has been maintained, it will be considered eligible to be included in the Adopt a Plot program.

After initial recruitment and training, each volunteer will be able to choose a time, day and frequency which is convenient for them to carry out their duties.