

CLEARWATER CEMETERY DISTRICT

Meeting Agenda
Thursday, December 12, 2024, 6:30 PM
129 E Ross Ave Clearwater, KS 67026

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Money Market Balance	\$406,141.14
Checking Balance	\$6,063.94
Equipment Reserve Balance	\$20,000

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Consent Agenda**
 - a. [Minutes 11/14/2024](#)
 - b. [November Accounts Payable](#)
 - c. [November Receipt Report](#)
 - d. [December Payroll](#)
5. **Reports**
 - a. [YTD Financial Report](#)
6. **Business**
 - a. **Demonstration:** [Cemetery Software Lazarus](#)
 - b. **Review/Action:** [Whitney Landscaping - Equipment](#)
 - c. **Review/Action:** [Cemetery Pricing](#)
 - d. **Other Business**
7. **Executive Session**
8. **Comments**
9. **Adjournment**

CLEARWATER CEMETERY DISTRICT

Clearwater Cemetery District Board Meeting November 14, 2024 6:30 PM, City Hall

1. Call to Order

Board Chair Erwin called the meeting to order at 6:30 p.m.

2. Roll Call

Tim Erwin, Ninnescah Township, and David Loos, Ohio Township were present. Burt Ussery, City of Clearwater Mayor was absent.

Others present: Courtney Zollinger, City Administrator and Mike Weakley, Sexton.

3. Approval of Agenda

Zollinger stated that Ussery requested Business Items on Whitney Landscaping and Cemetery Pricing be for discussion only since he was not able to attend. Erwin and Loos Agreed.

MOTION: *Erwin* moved, *Loos* seconded to approve the agenda as Modified. Voted and passed unanimously. 2-0

4. Consent Agenda

- a. Minutes 10/10/2024
- b. October Accounts Payable
- c. October Receipt Report
- d. November Payroll

MOTION: *Erwin* moved, *Loos* seconded to approve the consent agenda as presented. Voted and passed unanimously. 2-0

5. Reports

Zollinger reported the District was 83% through the year. Revenues are at 95% and Budgeted Expenditures are at 24%. Weakly purchased the approved space heater from Prairieland Partners for \$649. There was one headstone marker, one half lot purchase, and 3 burials for October.

6. Business

a. Whitney Landscaping

Whitney Landscaping was hired this year to mow all 3 cemeteries while Mike Weakley was recovering. In the beginning Whitney stated he would not be able to take on the Cemetery work in 2025 however recently he approached the City and would like to offer his services to the Cemetery. At the last meeting the Board asked Whitney to submit a 3-year proposal.

CLEARWATER CEMETERY DISTRICT

Clearwater Cemetery ONLY

2025	\$34,000
2026	\$35,360
2027	\$36,774

ALL Cemeteries

2025	\$42,018
2026	\$43,698.72
2027	\$45,445.94

YTD 10/24/2024 the Cemetery District has not spent \$42,486.87 of the budgeted personnel expenses and \$3,600 in fuel.

Ussery passed on his comments for Zollinger to share.

I would recommend we commit to Whitney Landscaping for the next 3 years, and for all locations. This would allow Mike to be responsible for coordination of all burial activities, spot mowing or trimming if needed, and caring for the fence line and caring for the trees in the new area.

As a secondary recommendation, it would be to have Whitney manage the main cemetery and cemetery staff handle the outside and the new area.

Loos and Erwin discussed and thought it might be better to hire seasonal employees for the price but asked Zollinger to share what has been spent in the past on workers.

Zollinger stated the Board budgeted roughly \$71,000 for personnel expenses in 2025 and YTD in 2024 only spent \$14,913 because Whitney was hired to mow this year. In 2024 the District spent \$38,200 in personnel but in 2024 increased the hourly rates substantially to be competitive and budgeted with the higher wages for 2025.

Loos and Erwin asked if Whitney would put a clause in his contract that stated he would give every effort to hire local help. Both expressed concern with not offering seasonal jobs for local high school students. They also asked to discuss current equipment inventory at the next meeting when discussing this topic.

b. Member Wages

In February 2022 the Board approved a Board Member annual salary as follows: Board members - \$1,000 and Board Chairman - \$1,200. Erwin stated he declined the wage in the past because the wage was implemented after he was elected into the Trustee position. Since there has been an election since then and he was voted to be the Trustee for another term, he feels more comfortable taking the established salary for Cemetery Board members.

CLEARWATER CEMETERY DISTRICT

Loos and Erwin discussed whether the wage should be tied to meeting attendance. Neither thought it should and no action was taken to change how wages were distributed.

c. Cemetery Pricing

At the last meeting Ussery asked to review cemetery prices with other districts. The pricing is as follows:

	Park (Maize)	El Paso (Derby)	Greenwood (Wichita)	Hillside (Sedgwick)	Mulvane	Waco	Clearwater	
Open/Close						Could Not Reach	Clearwater Cemetery	Noel/Harrington/Ruby
Weekday	\$ 400.00	\$ 600.00	\$ 1,100.00	Unknown (Hired)	\$500.00		\$ 550.00	\$ 600.00
Weekend	\$ 500.00	\$ 800.00	\$ 1,300.00	Unknown (Hired)	\$500.00		\$700-\$830	\$795-\$925
After 1pm	add \$100							
Holidays	----- ---	----- ---		----- ----	----- -		\$ 960.00	\$ 1,055.00
Memorial Permit Fee	\$ 25-100							
Cremation								
Weekday		\$250.00	\$ 350.00	Unknown (Hired)	\$150.00		\$ 375.00	\$ 475.00
Weekend		\$ 450.00	\$ 500.00	Unknown (Hired)	\$150.00		\$ 375.00	\$ 475.00
Single Columbarium	\$ 1,100.00							
Double Columbarium	\$ 1,400.00							
Lot Prices								
In District 1/2 lot	\$1,200.00	\$500- \$1,000 (depends on location)	\$1,500 a space	\$ 100.00	\$400.00		\$ 750.00	\$ 750.00
Out of District 1/2 lot	\$ -	\$ -	\$1,500 a space	\$ 500.00	\$600.00		\$ 1,500.00	\$ 1,500.00
Deed/Transfer Fee	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 50.00	\$ 50.00

CLEARWATER CEMETERY DISTRICT

Loos and Erwin discussed and didn't think pricing should be adjusted until new cemetery is open for sale.

No action taken

d. **Other Business** - No other business

7. Executive Session – No Executive Session

8. Comments – No Comments

9. Adjournment

With there being no further business

MOTION: *Erwin* moved, *Loos* seconded to adjourn the meeting. Voted and passed unanimously. 2-0

Meeting adjourned at 6:54 p.m.

Check Register Report

Date: 12/03/2024
Time: 11:31 am
Page: 1

City of Clearwater BANK: CEMETERY EFT

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
CEMETERY EFT Checks								
20	11/14/24	Printed			ADT	ADT SECURITY SERVICES	cemetary security	62.09
21	11/14/24	Printed			HSB1	EMPRISE BANK	CEMETERY	25.00
					Total Checks: 2		Checks Total (excluding void checks):	87.09
					Total Payments: 2		Bank Total (excluding void checks):	87.09

Check Register Report

Date: 12/03/2024

Time: 11:31 am

Page: 2

City of Clearwater

BANK: CEMETERY CHECKING

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
CEMETERY CHECKING Checks								
8866	11/14/24	Printed			CI CL	CITY OF CLEARWATER	CEMETERY	1,000.00
8867	11/14/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	CEMETERY	52.26
8868	11/14/24	Printed			FARBUR	FARM BUREAU	CEMETERY	6,516.00
8869	11/14/24	Printed			GEQ1	GARRETSON EQUIPMENT	CEMETERY	1,700.00
8870	11/14/24	Printed			MIG1	MIZE'S THRIFTWAY	CEMETERY	21.99
8871	11/14/24	Printed			MC05	MULVANE COOP	CEMETERY	68.29
8872	11/14/24	Printed			PPJD	PRAIRIELAND PARTNERS	1001447236	649.00
8873	11/14/24	Printed			TRUG	TRUGREEN	201457758	2,500.00
8874	11/14/24	Printed			WL01	WHITNEY LANDSCAPING	1223	1,850.00
8875	11/15/24	Printed			RED	REDDI INDUSTRIES, INC.	30279	44,520.38
Total Checks: 10					Checks Total (excluding void checks):			58,877.92
Total Payments: 10					Bank Total (excluding void checks):			58,877.92
Total Payments: 12					Grand Total (excluding void checks):			58,965.01

RECEIPTS BY GENERAL LEDGER NUMBER - DETAIL

From 11/01/2024 To 11/30/2024

Page: 1

12/3/2024

11:30 am

City of Clearwater

Receipt #	Drawer	Received From	Rec.Type	Reference ID	Post Date	Amount	
Cash Drawer: XCEM							
Fund Number: 700							
GL Numbe	700-000.000-462.000	INTEREST ON IDLE MONEY					
173	XCEM	EMPRISE BANK	CEME	11/30/2024	11/30/2024	\$1,002.18	
	700-000.000-462.000					Total:	\$1,002.18
GL Numbe	700-000.000-476.000	OTHER					
170	XCEM	STATE OF KS JUDICIAL BR	CEME	RESTITUTION	11/26/2024	\$40.00	
	700-000.000-476.000					Total:	\$40.00
GL Numbe	700-000.000-476.400	OPEN/CLOSE					
171	XCEM	UTT FAMILY SERVICE COR	CEME	O/C WRIGHT	11/26/2024	\$375.00	
172	XCEM	PETERSEN FUNERAL HOM	CEME	O/C CLARK	11/26/2024	\$550.00	
	700-000.000-476.400					Total:	\$925.00
Total for Fund:						\$1,967.18	
Cash Drawer XCEM Subtotal:						\$1,967.18	
Grand Total:						\$1,967.18	

Earnings History Report (Summary)

December Payroll

Emp. Code Desc.: Clearwater Cemetery District
City of Clearwater
From: 12/01/2024
To: 12/10/2024

Date: 12/10/2024
Time: 16:59:48

I.D. #	Name	Regular Pay	Regular Hours	Overtime Pay	Overtime Hours	Leave pay	Leave Hours	Other Pay	Gross Pay
		Federal Tax	State Tax	Local Tax	Medicare	Social Security	Retirement W/H	Other Deduct.	Net Pay
50260	David J Loos								
		\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
400		\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95
50238	Michael E Weakley								
		\$ 1,323.00	63.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	1,323.00
400		\$ 46.47	\$ 53.17	\$ 0.00	\$ 19.18	\$ 82.03	\$ 0.00	\$ 0.00	1,122.15
Grand Totals:		\$ 1,406.33	63.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	1,406.33
		\$ 46.47	\$ 53.17	\$ 0.00	\$ 20.39	\$ 87.20	\$ 0.00	\$ 0.00	1,199.10

CLEARWATER CEMETERY DISTRICT

To: Cemetery Board of Directors

Date: 12/12/2024

RE: Reports

- We have been notified that the software the Cemetery District invested in a few years ago will have an End of Life as of 12/31/2025. We have been looking at other options and there will be a demonstration at the meeting at 6:45pm with Lazarus
- 91.6% through the year. Revenues are 96% and Expenditures are 34.6%. If you take out the “reserve” amount your expenditures are at 101.69%. This is because part of the “reserve” was used to install the new fence.
- CVI created ruts in the cemetery but let us know they are willing to pay for the damages. Garretson was contracted to repair them. As soon as an invoice is received from Garretson the Cemetery will invoice CVI for reimbursement,
- There was 1 headstone marking in November.

LOT SALES

ADD	SEC	LOT	POS	NAME

BURIALS

ADD	SEC	LOT	POS	NAME
3 rd	6	92	1A	Wright, Gary
3 rd	6	72	1	Clark, Dale

QUIT CLAIMS

ADD	SEC	LOT	POS	FROM	TO

CLEARWATER CEMETERY

Addition	SEC	Total LOTS	POSITIONS Not for Sale	FULL LOTS Available	HALF LOTS Available	SG. POS. Available	BABY LOTS Available
Original	1	180	4	-	-	-	
Original	2	181	4	-	-	-	
1 st Add	1	180	4	-	-	-	
2 nd Add	A	100	0	-	-	-	
2 nd Add	B	100	4	-	-	-	
2 nd Add	C	100	4	-	-	-	
2 nd Add	D	100	258	-	-	-	
3 rd Add	4	170	17	37	12	40	-
3 rd Add	5	160	42.5	6	5	5	-
3 rd Add	6	189	44	56	14	-	-
3 rd Add	7	170	23.5	-	2	12	12
TOTAL				104	39	57	12

REVENUE/EXPENDITURE REPORT

Page: 1
12/10/2024
4:00 pm

City of Clearwater

For the Period: 1/1/2024 to 11/30/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 700 - CEMETERY DISTRICT							
Revenues							
Dept: 000.000							
Acct Class: 3001 TAXES							
401.000 ADVALOREM PROPERTY TAX	143,564.00	143,564.00	140,273.92	0.00	0.00	3,290.08	97.7
402.000 DELINQUENT TAXES	0.00	0.00	1,754.14	0.00	0.00	-1,754.14	0.0
405.000 MOTOR VEHICLE TAX	19,748.98	19,748.98	13,068.09	0.00	0.00	6,680.89	66.2
406.000 RECREATIONAL VEHICLE TAX	557.40	557.40	348.20	0.00	0.00	209.20	62.5
406.500 WATERCRAFT	279.00	279.00	262.19	0.00	0.00	16.81	94.0
407.000 16/20 M TRUCKS	282.63	282.63	273.32	0.00	0.00	9.31	96.7
407.100 CMV DISTRIBUTION	240.88	240.88	270.63	0.00	0.00	-29.75	112.4
TAXES	164,672.89	164,672.89	156,250.49	0.00	0.00	8,422.40	94.9
Acct Class: 3200 CHARGES FOR SERVICES							
476.350 QUIT CLAIM FILED	200.00	200.00	200.00	0.00	0.00	0.00	100.0
476.400 OPEN/CLOSE	15,000.00	15,000.00	7,875.00	925.00	0.00	7,125.00	52.5
CHARGES FOR SERVICES	15,200.00	15,200.00	8,075.00	925.00	0.00	7,125.00	53.1
Acct Class: 3300 USE OF MONEY & PROPERTY							
421.000 LEASE	1,950.00	1,950.00	900.00	0.00	0.00	1,050.00	46.2
462.000 INTEREST ON IDLE MONEY	3,000.00	3,000.00	12,412.50	1,002.18	0.00	-9,412.50	413.8
476.300 LOT SALES	13,000.00	13,000.00	9,000.00	0.00	0.00	4,000.00	69.2
USE OF MONEY & PROPERTY	17,950.00	17,950.00	22,312.50	1,002.18	0.00	-4,362.50	124.3
Acct Class: 3350 MISCELLANEOUS							
476.000 OTHER	0.00	0.00	3,192.57	40.00	0.00	-3,192.57	0.0
MISCELLANEOUS	0.00	0.00	3,192.57	40.00	0.00	-3,192.57	0.0
Dept: 000.000	197,822.89	197,822.89	189,830.56	1,967.18	0.00	7,992.33	96.0
Revenues	197,822.89	197,822.89	189,830.56	1,967.18	0.00	7,992.33	96.0
Expenditures							
Dept: 000.000							
Acct Class: 4001 PERSONNEL SERVICES							
711.001 SALARIES	43,550.00	43,550.00	15,724.00	2,709.00	0.00	27,826.00	36.1
711.006 SEASONAL	6,250.00	6,250.00	0.00	0.00	0.00	6,250.00	0.0
711.014 BOARD/ COMMISSION	3,200.00	3,200.00	916.63	83.33	0.00	2,283.37	28.6
712.000 SOCIAL SECURITY	3,300.00	3,300.00	1,031.76	173.13	0.00	2,268.24	31.3
712.100 MEDICARE	800.00	800.00	241.30	40.49	0.00	558.70	30.2
715.000 WORKERS COMPENSATION	200.00	200.00	0.00	0.00	0.00	200.00	0.0
716.000 UNEMPLOYMENT TAXES	100.00	100.00	5.39	0.00	0.00	94.61	5.4
PERSONNEL SERVICES	57,400.00	57,400.00	17,919.08	3,005.95	0.00	39,480.92	31.2
Acct Class: 4020 SUPPLIES & MATERIALS							
720.003 GROUNDS MAINTENANCE/SUPPLIES	2,000.00	2,000.00	1,513.19	0.00	0.00	486.81	75.7
720.013 DEPARTMENTAL OPERATING	400.00	400.00	660.36	35.00	0.00	-260.36	165.1
720.016 COMPUTER SOFT/HARDWARE	990.00	990.00	0.00	0.00	0.00	990.00	0.0
721.002 POSTAGE	60.00	60.00	0.00	0.00	0.00	60.00	0.0
734.001 GAS, OIL, DIESEL	4,000.00	4,000.00	424.98	0.00	0.00	3,575.02	10.6
734.003 SHOP SUPPLIES	300.00	300.00	841.11	0.00	0.00	-541.11	280.4
735.001 SAND & GRAVEL	500.00	500.00	315.00	0.00	0.00	185.00	63.0
SUPPLIES & MATERIALS	8,250.00	8,250.00	3,754.64	35.00	0.00	4,495.36	45.5
Acct Class: 4100 CONTRACTUAL							
720.014 CONTRACT LABOR	24,300.00	24,300.00	56,534.00	2,850.00	0.00	-32,234.00	232.7
721.006 INSURANCE	7,000.00	7,000.00	6,516.00	6,516.00	0.00	484.00	93.1
721.010 VEHICLE REPAIRS/SERVICE	2,000.00	2,000.00	812.50	0.00	0.00	1,187.50	40.6
721.020 Open/ Close Grave	13,000.00	13,000.00	5,050.00	0.00	0.00	7,950.00	38.8
721.035 SECURITY MONITORING SERVICES	720.00	720.00	599.43	0.00	0.00	120.57	83.3
722.001 EVERGY	600.00	600.00	553.41	0.00	0.00	46.59	92.2

REVENUE/EXPENDITURE REPORT

Page: 2
12/10/2024
4:00 pm

City of Clearwater

For the Period: 1/1/2024 to 11/30/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 700 - CEMETERY DISTRICT							
Expenditures							
Dept: 000.000							
Acct Class: 4100 CONTRACTUAL							
726.001 LEGAL FEES	40,000.00	40,000.00	1,250.00	0.00	0.00	38,750.00	3.1
726.002 ARCHITECTUAL & ENG. FEES	3,000.00	3,000.00	20,520.00	0.00	0.00	-17,520.00	684.0
CONTRACTUAL	90,620.00	90,620.00	91,835.34	9,366.00	0.00	-1,215.34	101.3
Acct Class: 4101 CONTRACTUAL CITY WIDE							
720.001 SANITATION SERVICES	210.00	210.00	35.00	0.00	0.00	175.00	16.7
CONTRACTUAL CITY WIDE	210.00	210.00	35.00	0.00	0.00	175.00	16.7
Acct Class: 4150 CAPITAL OUTLAY							
723.002 Reserve	400,000.00	400,000.00	0.00	0.00	0.00	400,000.00	0.0
741.001 CAPITAL OUTLAY	50,000.00	50,000.00	96,440.76	0.00	0.00	-46,440.76	192.9
CAPITAL OUTLAY	450,000.00	450,000.00	96,440.76	0.00	0.00	353,559.24	21.4
Dept: 000.000	606,480.00	606,480.00	209,984.82	12,406.95	0.00	396,495.18	34.6
Expenditures	606,480.00	606,480.00	209,984.82	12,406.95	0.00	396,495.18	34.6
Grand Total Net Effect:	-408,657.11	-408,657.11	-20,154.26	-10,439.77	0.00	-388,502.85	



Lazarus
Bringing your cemetery back to life.

Clearwater Cemetery Software Implementation Proposal

Prepared for:

Courtney Zollinger - Clearwater Cemetery
Clearwater, KS

Created by:

Eli Lubbehusen
Lazarus Cemetery Mapping Inc

Valid Until:

Dec 10, 2024

Introduction

Courtney,

We are grateful to be able to present the following proposal of cemetery software implementation for Clearwater Cemetery. Over the last 5 years, we have been fortunate enough to provide our implementation services to over 100 cemeteries, resulting in glowing reviews and customer satisfaction.

Lazarus Cemetery Mapping Inc works alongside Cemify Software. Cemify is a family owned and operated cemetery software company that has over 400 current users! We have worked alongside Cemify to implement their software for all of the clients in Lazarus' company history. Lazarus travels to the cemetery, scans the client's records on-site, gathers on-site grave data, and uses Cemify software to create a digital map/database. Cemify provides the software platform.

The following proposal includes:

- An introduction to our company
- An overview of our implementation process and the features of Cemify
- Client testimonials
- A custom quote for our services
- Lazarus Service Agreement should you move forward

Thank you for your time and consideration, we truly feel you are in great hands with Lazarus Cemetery Mapping.

Eli Lubbehusen

Owner, Lazarus Cemetery Mapping Inc

About Lazarus Cemetery Mapping

Lazarus is a full-service cemetery mapping company based out of Southern Indiana. We started in 2019 to help cemeteries with limited resources and financial capabilities to migrate over to the digital world. Lazarus does the leg work that cemeteries do not have the resources to complete in order to move to a digital platform. For example, scanning and transcribing all of the paper records so they are compatible with cemetery software. Since our inception, we have successfully worked with over 100 cemeteries across the United States that are now using Cemify Software, our direct cemetery software partner and provider.

About Cemify

Cemify is a small, family owned and operated cemetery management software company. Their founders, husband and wife Jason & Amber Habing, have extensive experience in the digital world. Jason having worked at Twitter, with over 10 years of experience in technology startups. Amber, having worked on an operations team at Google Maps, also with 10 years of experience in internet technology. They started in 2018 to create a more intuitive software system for cemetery managers. Since then, they have successfully been hosting over 400 cemeteries on Cemify all over the United States. They have established themselves as the most user friendly cemetery software available today.

Services Overview

Our processes consist of doing all of the work from start to finish. We travel to you, scan your records on-site, walk the cemetery grounds to document exact burial locations as well as who is buried there, fly a 4k cinematic drone to capture a crisp satellite image of your cemetery, transcribe the scanned records, and create a digital cemetery map and database. All of our on-site work allows us to find and fix any discrepancies and map with incredible accuracy.

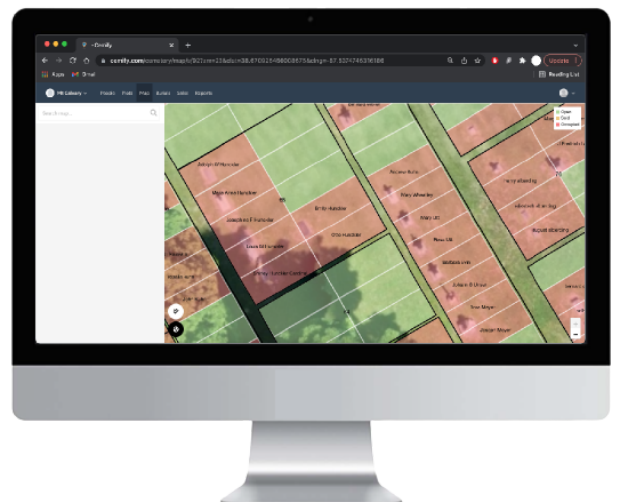
Record Transcription

Traveling to the cemetery, we scan all relevant paper records so they never leave your sight. After they are scanned, we transcribe them into a digital format, and attach the scanned file to the new digital entry. This ensures they are now preserved for the future.



Cemetery Mapping

Since we are on-site to scan, we will also walk your entire cemetery documenting all of the headstone information. This allows us to compare what we see on the ground, with what your records show. Using this information, we are able to map with incredible accuracy. Our cemetery maps show smooth color coded plots, displaying open, sold, and occupied spaces.



Memorial Photography

We offer a memorial photography service where we will capture a photo of every memorial in the cemetery and attach it to each burial profile. This allows both the admin, and the public to be able to view the gravesite without having to go out into the cemetery. This is perfect for genealogy, looking for loved ones, or even work orders for the staff.

Josephine Brown

Addition Old / Lot 203 / Plot B
1898 - 1964

Photos



Drone Services

Using a 4k, cinematic quality drone, we are able to take still shots of your cemetery, church, municipal building, cemetery office, and more! We can also create cinematic flyovers of properties as well. These look great on websites, bulletins, and more.



Cemify Software Features

Digital Mapping

- Host an interactive digital cemetery map
- Utilize drone or satellite imagery for base map
- Add vertical mausoleum mapping
- Include reference objects like buildings and roads
- Customize plot statuses and colors
- Access map on mobile web browser
- Search map by plot, burial & owner
- Generate printer friendly maps
- Add burials and owners directly from map view
- Bulk edit plots

Public Cemetery Website

- Host a public cemetery website
- Share gravesite locations and plot availability on an interactive map
- Share key cemetery documents and photos

Work Orders

- Generate work orders
- Include digital map with work order
- Attach documents and photos to work orders
- Categorize work with work order types
- Send work orders via email
- Add watchers for email notifications
- Track work status

Burial and Ownership Records

- Customize burial, plot, and owner information
- Track current and previous plot owners
- Attach multiple burial records and owners to a single plot
- Attach documents and photos to records
- Search your full cemetery across all fields
- Track system activity and changes
- Add notes to plots, burials, and sales
- Export records to Excel/CSV

Sales & Templates

- Track Purchases, line items, and payments
- Generate payment financing schedules
- Create deeds, purchase agreements, and invoices
- Print or download deeds to PDF
- Attach final contract scans and deeds
- Set email reminders

Reporting

- Canned sales, burials and plot inventory reports
- Filter by all fields for custom reports
- Export to CSV

Data Security

- User based roles and permissions
- Automated data backups
- HTTPS communication protocol

Customer Testimonials

Rolla Cemetery - Rolla, KS

Lazarus Cemetery Mapping was extremely easy to work with. They also have a quick turnaround time. Our town's cemetery had about four different ways of keeping records. Lazarus helped us organize and condense these files into a user-friendly format. They were also able to provide us with a PDF version of our digital map so that we could print it out for our bulletin. I would recommend them time and time again.

St. George Cemetery - Hermann, MO

I give Lazarus 5 stars. User friendly, secure, and permanent. Good value for the dollar. Even when I inadvertently deleted a grave site, they restored it in literal minutes. I no longer worry about losing 150+ years of handwritten maps. Thank you

St. Joseph & Fairview Cemeteries - Jasper, IN

Lazarus Cemetery Mapping did a thorough and very professional digital mapping of our cemetery which serves several parishes of the town of Jasper. All the clergy who are on the board were quite pleased with their work. Their prices are extremely affordable. Please consider them for your cemetery mapping needs!

St. Mary Cemetery - Champaign, IL

Working with Lazarus Cemetery Mapping was a great experience, and they made the whole process very easy. They do all the work and know more about my cemetery than I do. The price was affordable, and I recommend their services.

St. Mary Cemetery - Westphalia, TX

The service with Lazarus and their staff was very professional and prompt. They always did what was asked and in a timely manner. We had a great experience.

Lazarus Cemetery Mapping Inc
Service Quote

Client: Clearwater Cemetery	Contact: Courtney Zollinger
Address: Clearwater, KS	Phone: (620) 584-2311
	Email: cemetery@clearwaterks.org
Services: Travel to cemeteries, create a digital database in Cemify, create a digital satellite cemetery map in Cemify for the three cemeteries of Clearwater, KS	
Service Fees	
Travel Fee	\$1,500
Aerial Mapping Fee	\$8,250
Data Scanning	\$0
Database Creation (Transcription)	\$4,250
Memorial Photography	\$4,000
Package 1 (Mapping, Data Import, Data Transcription)	\$14,000
Package 2 (Package 1 + Memorial Photography)	\$18,000

CEMIFY YEARLY FEE: The quote above does not include the software yearly fee. The software yearly fee is based on plot count. Your annual fee pricing options are as followed: \$599/year for roughly 2,000 plots, with unlimited new interments for the Preservation Package. Should you need more than 2,000 plots, the price increases only \$20 per 1,000 plots needed (keeping unlimited new internments per year, unless you exceed 1,000 burials in one year, then your price would increase by another \$20).

Ex. Cemify Pricing: 15,000 Total Plots

Preservation: \$859/Yr (\$599 for 2,000 plots + \$260/yr for 13,000 more)

Note:* Lazarus Cemetery Mapping Inc requests 50% of the project total up front, and 50% upon completion. This quote is subject to change upon new information provided by the cemetery being quoted. Payment to Cemify for the yearly fee subscription will not begin until your software is up and running and you have full use of it.

Package 1:

This package contains the following services:

Lazarus Cemetery Mapping traveling to your cemetery, walking the entire cemetery, and capturing videos of the entire cemetery. We will also fly a drone to capture aerial imagery of the cemetery. We will use this data to map out the cemetery. Also, the capturing of this media will allow us to have access to the layout of the cemetery at all times without having to be on-site more than once. It will also allow us to map out the cemetery accurately. Lazarus will also import your digital records into Cemify. Using the drone image, digital records, and ground videos, Lazarus will create a digital database and digital map of your cemetery(s) using Cemify software.

Package 2:

This package contains the following services:

This package is package 1 with the addition of memorial photography. We will take a photograph of every headstone or memorial with a first and last name and upload it to the respective burial. This will allow you to have a picture of the gravesite attached to the burial record. This will also show up when someone does a burial search on the public website we provide you with. This is also useful for the admin to quickly view gravesites when assigning work orders, doing research, etc.

This Service Agreement is entered into on this day of November __, 2024 (The “Effective Date”) between Lazarus Cemetery Mapping Inc, and the signing party listed above (“Signing Party”). This agreement includes and incorporates the above Order Form, as well as the attached Terms and Conditions. The Signing Party also agrees to provide the payment of 50% of the agreed upon price listed above before Services begin, and the remaining 50% paid in full upon the completion of Services, or pay in full. There shall be no force or effect to any different terms of any other forms except by a written document executed by both parties

Signatures:

Lazarus Cemetery Mapping Inc:

Signature: _____

Name: Eli Lubbehusen

Title: CEO

Signing Party:

Signature: _____

Name: _____

Title: _____

Terms and Conditions

(a) Lazarus Cemetery Mapping Inc will be responsible for the scope of work outlined in the contract above.

(b) A down payment of 50%, if not paid in full, of the total contract price must be paid to Lazarus Cemetery Mapping Inc within 14 days of the signing of this contract before a start date will be given.

(d) The cancellation terms are as followed: Lazarus Cemetery Mapping Inc will provide a maximum of 72 hours after receiving the signed agreement for a full refund. After 72 hours, the project will be considered underway and only 50% of any deposits will be refunded. If a trip has been scheduled in relation to traveling to the Signing Party's cemetery, and the Signing Party desires to cancel the agreement, no refund will be available. Once a trip has been scheduled the scope of work is considered underway and no refunds will be available.

(e) If the client decides to cancel, and the cancellation terms are met, Lazarus Cemetery Mapping Inc will provide the necessary refunds described in term **(d)**.

(f) Lazarus Cemetery Mapping Inc is separate from Cemify Software, therefore not responsible for changes, updates, or complications within the Cemify Software.

(2) Lazarus Cemetery Mapping Inc creates cemetery maps based on provided records, and headstone placement on the ground. Since all data is provided by the Signing Party, Lazarus Cemetery Mapping Inc will not be responsible for

inaccurate plot information on the map created due to incomplete or inaccurate information provided by the Signing Party. This includes but is not limited to: plot status (i.e sold, open, occupied, or unavailable), ownership information, sales information, burial information, etc. Lazarus Cemetery Mapping Inc will only be responsible for errors due to their own inaccuracies. In the event plot ownership has changed over the years

from the original family or individual to another, i.e. the transfer of deed(s), ownership, or burial rights, the Signing Party assumes all responsibility to accurately represent these changes within the Cemify software.

(3) Lazarus Cemetery Mapping Inc does not use ground penetrating radar, ground probing tools, or other items and or technology to definitively identify what is below the ground. Lazarus Cemetery Mapping Inc therefore assumes plot location based on the memorial, headstone, or marker placed above an individual or family's gravesite. Lazarus Cemetery Mapping Inc therefore is not responsible or liable for mapping plots over pipes, electrical systems, drainage systems, culverts, or any other structure also including but not limited to placing a plot over the incorrect deceased body(s) below the ground. The Signing Party agrees to assume all responsibility for the selling, digging, and burying of individuals in their cemetery.

(4) In the event that the Signing Party or any person, contractor, or entity hired by or associated with the Signing Party sells or has already sold a plot to a purchaser that has already been sold to a different purchaser, Lazarus Cemetery Mapping Inc is not responsible for this error. In the event that the Signing Party or any person, contractor, or entity hired by or associated with the Signing Party places a headstone, digs or buries, or in any way affects a plot of the wrong purchaser, or a plot that has already been purchased but was regarded as available, Lazarus Cemetery Mapping Inc is not responsible for this error. Lazarus Cemetery Mapping is not responsible for complications with plot owners, plot owner family members, or any of the cemetery's clientele due to mapping inaccuracies or inaccurate data.

(g) In the event Lazarus Cemetery Mapping Inc does not complete the project agreed upon within the course and scope of the contract, Lazarus is responsible for the refund of any payments made by the Signing Party but will not be responsible for the payment of any further damages.

(h) The final 50% payment, if not paid in full, shall be due 14 days after the Signing Party has access to their Cemify account. Payment will be

due on the 14th day unless otherwise discussed between Lazarus Cemetery Mapping Inc and the Signing Party

ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

(i) Unpaid amounts are subject to a finance charge of 0.5% per month on any outstanding balance, or the maximum permitted by law, whichever is lower, plus all expenses of collection and may result in termination of Service after fifteen (15) days written notice.

(j) Payments must be made by checks payable to Lazarus Cemetery Mapping Inc unless provided an invoice by Lazarus Cemetery Mapping Inc.

(k) Lazarus Cemetery Mapping will provide a yearly maximum of 10 hours of free customer service for general questions and help. If Lazarus is fixing mistakes drawn from their own data they created from the cemetery they will not count towards the yearly maximum of free customer service. Customer general questions, suggestions, requests, etc, will all be clocked to the nearest half hour, applying each session to the maximum of 10 annual hours. The time required for the necessary labor to complete the customer's requests, suggestions, questions, and other inquiries will also count towards the maximum of 10 annual hours. After 10 hours, the hourly fee for customer service will be \$75/hour.

(l) LIMITATION OF LIABILITY

NOTWITHSTANDING ANYTHING TO THE CONTRARY, EXCEPT FOR BODILY INJURY OF A PERSON, LAZARUS CEMETERY MAPPING INC AND ITS SUPPLIERS (INCLUDING BUT NOT LIMITED TO) ALL EQUIPMENT AND TECHNOLOGY, SUPPLIERS, OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS AND EMPLOYEES SHALL NOT BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR TERMS AND CONDITIONS RELATED THERETO UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OR CORRUPTION OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; (C) FOR ANY MATTER BEYOND COMPANY'S REASONABLE CONTROL; OR (D) FOR ANY AMOUNTS THAT, TOGETHER WITH AMOUNTS ASSOCIATED WITH ALL OTHER CLAIMS, EXCEED THE FEES PAID BY SIGNING PARTY TO LAZARUS CEMETERY INC FOR THE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY, IN EACH CASE, WHETHER OR NOT COMPANY HAS BEEN

**Clearwater Cemetery District
Board Meeting
December 12, 2024**

Whitney Landscaping – 3 Year Proposal

Context: At the last meeting the board reviewed a 3-year proposal from Whitney Landscaping to mow the Clearwater Cemetery District properties. The pricing is as follows:

Clearwater Cemetery ONLY

2025	\$34,000
2026	\$35,360
2027	\$36,774

ALL Cemeteries

2025	\$42,018
2026	\$43,698.72
2027	\$45,445.94

In 2025 the Board budgeted \$71,318.50 for personnel expenses. For 2024 the budget was \$57,400 and YTD the expense is \$17,919.08. This is because the Board hired Whitney Landscaping to mow the cemeteries in 2024. Total paid to Whitney in 2024 was \$33,000.

Loos and Erwin stated they wanted to review the equipment the District owns at the same time as considering the Whitney proposal.

In 2023 the Cemetery District purchased 3 John Deere mowers (1 in February and 2 in June). Each cost the District \$12,547.22 for a total investment of \$37,641.66. The District also purchased 3 trimmers (total cost \$898.83), One blower (\$681.59), one chainsaw (\$499.99), and one edger (\$289.99). The purchases were made because a theft occurred and all but one mower was stolen (the one purchased in February). The equipment was returned after the new purchases were made and the returned items sold at auction. Insurance paid the claim and once the items were returned to the District the Farm Bureau claimed the property, they reimbursed the District for (\$19,045.45) the two mowers (2020 '9800' and 2022 '10,256' models).

The other point Loos and Erwin wanted to consider is if Whitney would try and hire local people to fill positions because the Cemetery has always hired local high school kids for summer jobs. Whitney stated all his employees are from the Clearwater District and he has always looked locally first.

Clearwater Cemetery District

Attn: Board of Directors:

Whitney Landscaping LLC is providing a proposal for mowing services for the Clearwater Cemetery District. This proposal includes the following cemeteries:

Clearwater 539 N. Tracy

Whitney Landscaping LLC will provide mowing, trimming, and edging of all grass areas at the locations listed. All concrete areas will be blown off and free of debris.

Mowing will be commence starting April 1 through the end of October. Mowing frequency will be as follows:

April: Bi-Weekly

May through October: At least times per month except for October

This proposal includes all labor, travel time, equipment costs, and materials to provide professional turf management services for the Clearwater Cemetery District for all locations:

Total Cost for 2025: Mowing 20 times (estimated) for a total cost of **\$34,000**

Total Cost for 2026: Mowing 20 times (estimated) for a total cost of **\$35,360**

Total Cost for 2027: Mowing 20 times (estimated) for a total cost of **\$36,774.40**

Unless otherwise specified, Whitney Landscaping will send invoices monthly beginning April 1 through October 31st of each year. Different invoicing frequency or arrangements are available upon request. Whitney Landscaping is fully insured. Our Certificate of Insurance is available upon request. This proposal allows for 4% inflation costs for the contract year 2025 (shown above). Based on figures given above, **the per price mowing for all locations would be billed at \$1700 per mowing.** Whitney Landscaping prides itself on efficiency and professionalism. WE can mow, trim, and edge the main cemetery in approximately 10-12 hrs with a 6 man crew utilizing four machines.

Thank you for allowing Whitney Landscaping LLC to provide a cost estimate for this project. If you should have any questions please contact me at 316-371-5896 or by email at whitneyturf@yahoo.com

Professionally

Jeremy J. Whitney

Owner, Whitney Landscaping LLC

Clearwater Cemetery District

Attn: Board of Directors:

Whitney Landscaping LLC is providing a proposal for mowing services for the Clearwater Cemetery District. This proposal includes the following cemeteries:

Clearwater	539 N. Tracy
Harrington	215th W. and 111th South
Noel	71st W. and 111st. South
Ruby	71st S. and 151st. West

Whitney Landscaping LLC will provide mowing, trimming, and edging of all grass areas at the locations listed. All concrete areas will be blown off and free of debris.

Mowing will be commence starting April 1 through the end of October. Mowing frequency will be as follows:

April: Bi-Weekly

May through October: At least times per month except for October

This proposal includes all labor, travel time, equipment costs, and materials to provide professional turf management services for the Clearwater Cemetery District for all locations:

Total Cost for 2025: Mowing 20 times (estimated) for a total cost of **\$42,018**

Total Cost for 2026: Mowing 20 times (estimated) for a total cost of **\$43,698.72**

Total Cost for 2027: Mowing 20 times (estimated) for a total cost of **\$45,445.94**

Unless otherwise specified, Whitney Landscaping will send invoices monthly beginning April 1 through October 31st of each year. Different invoicing frequency or arrangements are available upon request. Whitney Landscaping is fully insured. Our Certificate of Insurance is available upon request. This proposal allows for 4% inflation costs for the contract year 2025 (shown above). Based on figures given above, **the per price mowing for all locations would be billed at \$2100 per mowing**. Whitney Landscaping prides itself on efficiency and professionalism. WE can mow, trim, and edge the main cemetery in approximately 10-12 hrs with a 6 man crew utilizing four machines. We typically can complete all locations in 1.5 working days.

Thank you for allowing Whitney Landscaping LLC to provide a cost estimate for this project. If you should have any questions please contact me at 316-371-5896 or by email at whitneyturf@yahoo.com

Professionally

Jeremy J. Whitney

Owner, Whitney Landscaping LLC

	Park (Maize)	El Paso (Derby)	Greenwood (Wichita)	Hillside (Sedgwick)	Mulvane	Waco	Clearwater	
Open/Close						Could Not Reach	Clearwater Cemetery	Noel/Harrington/ Ruby
Weekday	\$ 400.00	\$ 600.00	\$ 1,100.00	Unknown (company does)	\$ 500.00		\$ 550.00	\$ 600.00
Weekend	\$ 500.00	\$ 800.00	\$ 1,300.00	Unknown (company does)	\$ 500.00		\$700-\$830	\$795-\$925
After 1pm	add \$100							
Holidays	-----	-----		-----	-----		\$ 960.00	\$ 1,055.00
Memorial Permit Fee	\$ 25-100							
Creamation								
Weekday		\$ 250.00	\$ 350.00	Unknown (company does)	\$ 150.00		\$ 375.00	\$ 475.00
Weekend		\$ 450.00	\$ 500.00	Unknown (company does)	\$ 150.00		\$ 375.00	\$ 475.00
Single Columbarium	\$ 1,100.00							
Double Columbarium	\$ 1,400.00							
Lot Prices								
		\$500-\$1,000 (depends on location in cemetery						
In District 1/2 lot	\$ 1,200.00		\$1,500 a space	\$ 100.00	\$ 400.00		\$ 750.00	\$ 750.00
Out of District 1/2 lot	\$ -	\$ -	\$1,500 a space	\$ 500.00	\$ 600.00		\$ 1,500.00	\$ 1,500.00
Deed/Transfer Fee	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 50.00	\$ 50.00

Update 2022

Open and Closing Pricing

Clearwater Cemetery:

Monday – Friday	\$550
Saturday	\$700
Sunday	\$830
Major Holidays	\$960
Baby grave all week	\$300
Urn w/wo Vault	\$375

NOEL, HARRINGTON AND RUBY CEMETERIES:

Monday – Friday	\$600
Saturday	\$795
Sunday	\$925
Major Holidays	\$1055
Baby grave all week	\$345
Urn w/wo Vault	\$475

Major Holidays:

Martin Luther King Jr. Day
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Veterans Day
Thanksgiving
Christmas Day

LOT PRICING

In District:	
Single (select areas only)	\$375
Half Lot (2 positions)	\$750
Full Lot (4 positions)	\$1500
Out of District:	
Single (Select areas only)	\$750
Half Lot (2 positions)	\$1500
Full Lot (4 positions)	\$2750
Quit Claim Deed Record (all Cemeteries)	\$50



Single Positions:

The single positions are available in Clearwater Cemetery Sections 4 & 5 along the paved road only. If you purchase one of these positions, you are required to place a low headstone (no taller than 6 inches). There is parking along this road, and we don't want any damage to the vehicle or headstone.



Items allowed: Fresh and artificial flower arrangements placed within the vase (plastic) that is attached to the headstone or can be secured in a temporary vase (inserted into the ground). Flowers can start to be placed the weekend before Memorial Day and will be picked up 2 weeks and 1 day later. Flags may be placed on graves on Memorial Day, the Fourth of July, Flag Day, and Veterans Day. Flags should be kept to 12" by 18" in size or smaller.

Items not allowed include, but are not limited to, the following: Shepherd's hooks, standup decorations, coping, curbing, decorative rocks, glass, fencing, hedging, grave mounds, borders or enclosures. Solar lights of any type are prohibited in the Cemetery, unless put in vases attached to the headstone.

Markers & Monuments: All Memorials must be made of non-deteriorating material. Markers and Monument foundations shall be placed by employees or agents of the Cemetery ONLY and no more than two memorials. They may not exceed one half of the width of the position(s) or a six foot maximum.



CLEARWATER CEMETERY DISTRICT

Primary Business Address:
129 E Ross
Clearwater, KS 67026

Phone: 620-584-2311
Fax: 620-584-3119
Email: cemetery@clearwaterks.org