# RULES AND REGULATIONS GOVERNING COUNTY OWNED CEMETERIES OF CRANE COUNTY, TEXAS

Adopted by Crane County Commissioners' Court October 23, 2000

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# RULES AND REGULATIONS GOVERNING COUNTY OWNED CEMETERIES OF CRANE COUNTY, TEXAS

## **ARTICLE I**

#### **Definitions**

- Section 1: <u>Cemetery</u>: The term "Cemetery" is hereby defined as the administration or department in charge of a burial park (cemetery) for earth interment.
- Section 2 Crane County Cemeteries: Crane Sunset Cemetery and Crane County Memorial Cemetery.
- Section 3: <u>Deed and Certificate of Ownership</u>: The words "deed" or "certificate of ownership" shall be construed to refer to instruments conveying sepulcher rights only in lots in Crane County Cemeteries.
- Section 4: Interment: Means the permanent disposition of remains by entombment or burial.
- Section 5: <u>Lot</u>: The terms "lot", "plot", "burial space" and "grave space", shall be used interchangeably, and shall apply with like effects to one, or more than one adjoining grave.
- Section 6: Park Manager: This name shall be used to define the department head of Crane County Cemeteries. In the absence of the Park Manager, the Cemetery Manager or other assigned person (s) shall assume the responsibilities of the Park Manager.
- Section 7: The Crane County Commissioners' Court: The County Cemetery Board.

#### **ARTICLE II**

#### General Supervision of Cemeteries

- Section 1: Cemetery Board: The Commissioners' Court is the County Cemetery Board, Health and Safety Code, §713.027. The Commissioners' Court in accordance with the Open Meetings Act, Government Code Chapter 551, must approve all rules, regulations or cosmetic changes that alter the appearance or have an effect on the Crane County Cemeteries in any manner.
- Section 2: Rules: All rules and regulations for Crane County Cemeteries will be determined by the Commissioners' Court and once established cannot be changed except by action of the Commissioners' Court, Health and Safety Code, §711.031.
- Section 3: <u>Caskets Not To Be Disturbed</u>. Once a casket containing a body is within the confines of the Cemetery, no Funeral Director, or his embalmer, assistant, employee or agent, shall be permitted to open the casket or touch the body without consent of the legal representatives of the deceased, or without a court order.
- Section 4 <u>Signs</u>: No "for sale" signs of any kind, class or advertising of stone cutters, monument men by card or otherwise will be permitted.

# **ARTICLE III**

# Maintenance Regulations

- Section 1: <u>Decorations</u>: Live or artificial flowers will be allowed in vases that are attached to the monument or as "saddles". Flowers or other objects will not be allowed in front or behind the monument or on the gravesite. Chairs, mourning benches, etc. will <u>not be allowed</u>. The Cemetery reserves the right to remove any decoration from any lot if in the opinion of the Cemetery Manager the said object is detrimental to the appearance of the area. The Cemetery is not liable for damage or loss to decorations, monuments or markers.
- Section 2: Funeral Designs and Floral Pieces: Funeral designs and floral pieces will be removed from lots when they become wilted and unsightly. If the lot owners desire to retain any of the designs or floral pieces, they should be removed within seventy-two (72) hours in the spring and summer, and within ninety-six (96) hours in the fall and winter. Employees will not attempt to locate designs or floral pieces after they have been removed from the lot.
- Section 3: <u>Boundary and Number Markers</u>: All boundary and number markers set by the Cemetery must remain undisturbed.
- Section 4: <u>Construction</u>: No construction such as curbing, corner markers, fencing, canopy, or enclosure of any kind will be permitted. Before any construction is started you should check with the Cemetery Manager for approval. The Cemetery will remove any damaged curbing or any new curbing and the Cemetery shall not be liable to anyone.
- Section 5: Walks: No granite, brick, stone, concrete, cement, or any kind of artificial walks will be allowed on adjoining lots or walkways.
- Section 6: Trees and Shrubs: Only the Cemetery shall have the right to plant trees, shrubs or flowers. When trees or shrubs, growing in any lot, whose roots or branches become detrimental to adjacent lots or avenues, or interfere with the opening or closing of a grave, or irrigation system operations, the Cemetery shall have the right to enter the said lot and remove said tree or shrub, or such parts thereof as are detrimental, dangerous, inconvenient or interfering. The Cemetery shall not be liable for any damage or loss caused by any trees or shrubs. Trinkets, wind chimes, etc. will not be allowed in trees or shrubs.
- Section 7: <u>Protection of Property</u>: The Cemetery Manager may take such action as may deem necessary to protect the property of lot and grave owners, or that of the cemetery, from injury to the lots and graves, grounds and buildings, or to preserve peace and good order.

## **ARTICLE IV**

# **Babyland Requirements**

- Section 1: <u>Markers</u>: Babyland markers shall be ground level only and shall not exceed thirteen- and one-half inches (13 ½") in length and eight- and one-half inches (8 ½") in width. This shall insure uniformity and the ability to maintain the grounds adequately.
- Section 2: <u>Sequence of Use</u>: Gravesites will be filled in consecutive order and shall not be scattered randomly throughout the area designated as Babyland.
- Section 3: <u>Grave Size</u>: Grave length for Babyland shall not exceed two- and one-half feet (2 ½') by fourand one-half feet (4 ½') otherwise, a regular space will have to be utilized (outside the Babyland dimensions).
- Section 4: <u>Trees, Shrubs, etc.</u>: Shrubs, trees, live plants, mourning benches, etc. <u>shall not</u> be allowed in Babyland.
- Section 5: Cost of Lots: Lots will only be sold when there is an immediate need for a lot and the price shall be Fifty Dollars (\$50.00) per lot.

#### ARTICLE V

#### Deeds and Restrictions of Lots

- Section 1: <u>Special Commissioner</u>: The Park Manager shall be appointed Special Commissioner by the Commissioners' Court to grant, sell and convey cemetery lots for Crane County.
- Section 2: <u>Valid Title</u>: No valid title shall pass to anyone until the amount of purchase money and all other charges due to the county shall have been paid.
- Section 3: <u>Arrangements</u>: Interments will not be permitted in any lot until satisfactory arrangements have been made with the Cemetery concerning any charges against the lot.
- \*Section 4: Cost of Lots: For prices on lots you can contact Todd Seabourn at 432-631-5196 or the Judge/Commissioner's Office at 432-558-1100. Payment is due at the time of purchase of the lots, Health & Safety Code §713.027.
- Section 5: <u>Limits on Lots Sold</u>: Maximum number of lots sold per household shall be ten unless otherwise approved by the Commissioners' Court.
- Section 6: <u>Use of Lots</u>: Cemetery lots may not be used for anything other than the burial of human remains.
- Section 7: Reselling of Lots: Cemetery lots may not be sold or transferred to anyone in excess of the original purchase price. Crane County shall have first (1<sup>st</sup>) option to repurchase cemetery lots.

  \*Amended 9/27/2022

- Section 8: <u>Discrimination Prohibited:</u> Crane County Cemeteries can not be segregated by reasons of creed, color, national origin, religion or race, Health and Safety Code §711.032.
- Section 9: <u>Changes in Address of Lot Owner</u>: It shall be the duty of the lot owner to notify the Cemetery of any change in their post office address. Notices sent to a lot owner at the last address on file in the office of the Cemetery shall be considered sufficient and proper legal notification for all purposes, whether or not such purposes be specified in these rules.

# ARTICLE VI

### **Interment and Removals**

- Section 1: State Laws of Texas: Disinterments shall be governed by the State Laws of Texas related to cemeteries being Vernon's Civil Statues Articles 912a-1 through 912a-34, §21 and §22; the Texas Department of Health Regulations Relating to Vital Statistics 1973 Section VI; and the Health and Safety Code §711.003.
- Section 2: Removal of Remains: Bodies interred in Crane County Cemeteries may not be removed without the consent of the Commissioners' Court, Health and Safety Code § 711.004(a).
- Section 3: <u>Care in Removal</u>: The Cemetery shall assume no liability for damage to any casket, burial case, urn or bodily remains that might occur in the removal.
- Section 4: Removal for Profit Prohibited: Removal, by the heirs or successors in interest, of a body or cremated remains so the lots may be sold for profit to themselves, or removal contrary to the expressed or implied wish of the original lot owner, is repugnant to the ordinary sense of decency, and is absolutely forbidden.

#### Section 5: Notice:

- (a) The right is reserved by the Cemetery to insist upon at least eight (8) hours notice prior to any interment, and at least one (1) week notice prior to any disinterments or removal.
- (b) No removals will be made on any Crane County legal holiday, Saturday or Sunday.
- (c) The right is reserved by the Cemetery to request notice and exact burial location before 12:00 noon on Friday for a Saturday or Sunday funeral.
- (d) When county holidays occur in conjunction with Saturday and Sunday, the result may create three (3) or four (4) day weekends, in which the Cemetery shall be closed. Only on these occasions, the Cemetery shall extend and reserve the right to request notice and exact burial location before 4:00 p.m., the day before the long weekend is to begin, for a Saturday, Sunday or holiday funeral.

- (e) Every Monday or the day after a holiday the Cemetery reserves the right to request notice and exact burial location before 8:30 a.m. for a funeral to be held that same day.
- Section 6: <u>Burial Permit</u>: Funeral Directors must furnish the Cemetery a proper burial permit, and other necessary vital statistics required for a complete interment record before any burial will be permitted.
- Section 7: <u>Authorization of One Plot Owner Sufficient</u>: The Cemetery reserves the right when there are two or more owners of a plot, to make an interment of the immediate family upon one plot owner's written authorization.
- Section 8: Order Given by Telephone: The Cemetery will not be responsible for any order given by telephone, or for any mistakes occurring from the want of precise and proper instructions as to the particular space, size, and location in a lot where interment is desired.
- Section 9: <u>Location of Interment Space</u>: When instructions regarding location of an interment space in a lot cannot be obtained, or are indefinite, or for any reason the interment space cannot be opened where specified, the Park Manager and Cemetery Manager may at their discretion, open it in such a location in the lot as they deem best and proper, so as not to delay the funeral. The Cemetery shall not be liable in damages for any error made in this manner.
- Section 10: Errors May be Corrected: The Cemetery reserves, and shall have the right to correct any error that may be made by it in making either an interment, or removals, or in the description, transfer, or conveyance of any interment property, either by canceling such conveyance and substituting and covering in lieu thereof other interment property of equal value and similar location as far as possible, or in the sole discretion of the Cemetery by refunding the amount of money paid on account of said purchase. In the event such error shall involve the interment of the remains of any person in such property, the Cemetery reserves the right to remove and transfer such remains so interred to such property of equal and similar value as may be substituted and conveyed in lieu thereof.
- Section 11: <u>Delay in Interment Caused by Protest</u>: The Cemetery shall be in no way liable for any delay in the interment of a body where a protest to the interment has been made, or where the Cemetery Rules and Regulations have not been complied with. The Cemetery shall be under no duty to recognize any protest of interment unless it is in writing and filed with the Cemetery Manager.
- Section 12: <u>Interment of More Than One Body</u>: Not more than one body, or the remains of more than one body, shall be interred in one lot. However, the Commissioners' Court may also allow the cremated remains of another person upon approval from the Commissioners' Court.
- Section 13: Indigent Burials: The Commissioners' Court shall determine the method of disposition of the body of a deceased pauper, Health and Safety Code § 694.002. The Cemetery Manager shall select all indigent grave spaces. Cemetery Manager shall also select indigent funeral day and time. No indigent funerals shall occur on Saturday, Sunday or county designated holidays. No markers or monuments may be installed at indigent grave spaces unless the following criteria are met: (1) The grave space is purchased (2) The opening and closing fee is paid and (3) Crane County is reimbursed for Funeral Home costs. Once all of the three (3) charges are paid in full to Crane County, the purchaser will be allowed to install a marker, so long as the purchaser follows Crane County Cemetery Rules and Regulations regarding installation of markers. The exception to this rule shall be for flat military markers provided by the U.S. government.

For more information on indigent burials see the Crane County Welfare Department Policy and Procedure Manual.

Section 14: Opening and Closing of Graves: The opening and closing of graves shall be the responsibility of the Funeral Home that is in charge of the interment or removal, and the Funeral Home Owner (s) shall be responsible for any damage that occurs in the process.

#### **ARTICLE VII**

# Roadways and Replotting

- Section 1: Right to Plot, Grade, and Use Property. The right to enlarge, reduce, plot, or change the boundaries of grading of the cemetery or a block or blocks, from time to time, including the right to modify or change the location of or removal of roads, drives, or walks, or change any part thereof, is hereby expressly reserved. The right to lay, maintain, operate, or alter, change pipe lines and gutters for sprinkling systems, drainage, etc., is also expressly reserved, as well as the right to use the cemetery property not sold to individual lot owners for Cemetery purposes. The Cemetery reserves to itself and those lawfully entitled a perpetual right of ingress and egress over lots for the purpose of passage to and from other lots.
- Section 2: No Rights Granted in Alleyway. No easement or right of interment is granted to any lot owner in road, drive, alley or walk within the cemetery, but such road, drive, alley or walk may be used as a means of access to the cemetery or buildings as long as the Cemetery devotes it to that purpose.
- Section 3: New Sections. Sections will be opened upon Commissioners' Court approval. The next section will be opened when three-fourths (3/4) of the current section is sold.

#### ARTICLE VIII

#### Conduct while in the Cemeteries

- Section 1: Must use Walks. Persons within the cemetery grounds shall use only the avenues, walks, alleys and roads. Any person injured while walking on any portion of the cemetery grounds other than the avenues, walks, alleys or roads shall in no way hold the Cemetery liable for injuries sustained. No one shall enter or leave the cemetery grounds except through an open gate.
- Section 2: <u>Trespassers on Cemetery Lots</u>. Only the lot owners and his relation shall be permitted on the lot. Any other person thereon shall be considered a trespasser and the Cemetery shall owe no duty to said trespasser to keep the property or memorial thereon, in a reasonably safe condition.
- Section 3: <u>Children</u>. An adult shall accompany children under fifteen (15) years of age.
- Section 4: <u>Flowers Etc.</u> All persons are prohibited from gathering flowers, either wild, cultivated or artificial or breaking trees, shrubbery or plants.

- Section 5: <u>Refreshments</u>. No person shall be permitted to have refreshments within the cemetery grounds. The bringing of intoxicating liquors is <u>strictly prohibited</u>.
- Section 6: <u>Loitering on the Grounds</u>. Strangers shall not be permitted to sit, loiter or lounge on any of the grounds, graves, or monuments nor in any of the buildings.
- Section 7: <u>Loud Talking</u>. No loud talking or other boisterous or unseemly conduct shall be permitted within the cemetery grounds.
- Section 8: <u>Rubbish</u>. The throwing of rubbish on the drives and paths, or on any part of the grounds or in the buildings is prohibited.
- Section 9: <u>Grass Clippings, Etc.</u> Grass clippings from a privately kept lot by the owner or persons engaged by the owner to do such work, shall be placed in a neat pile along the road where it may be picked up by the Cemetery personnel.
- Section 10: Automobiles. Automobiles shall not be driven through the grounds at a speed greater than fifteen (15) miles per hour, and must always be kept on the right hand side of the roadway. Vehicles are not allowed to park or come to a full stop in front of an open grave. Vehicles must not turn around in the avenue. Automobiles belonging to lot owners and visitors are strictly forbidden to drive on grass areas. Driving on grass areas may cause damage to grave spaces, markers, monuments and irrigation systems.
- Section 11: <u>Trucks</u>. Heavy trucks or vehicles shall not enter the cemetery grounds without first procuring the permission from the Cemetery Manager.
- Section 12: <u>Bicycles, Motorcycles, and Motorscooters.</u> Bicycles, motorcycles, or motorscooters shall not be admitted to the cemetery grounds except such as may be in attendance at funerals or on business at the Cemetery Office.
- Section 13: <u>Firearms</u>. No firearms shall be permitted within the cemetery grounds except on special permit from the Cemetery Manager.
- Section 14: <u>Peddling or Soliciting</u>. Peddling of plants, flowers or soliciting of any commodity is positively prohibited within the cemetery grounds.
- Section 15: <u>Notices and Advertisements</u>. No signs, notices or advertisements of any kind shall be allowed within the cemetery grounds, unless placed there by the Cemetery Manager.
- Section 16: <u>Improprieties</u>. It is the utmost importance that there shall be strict observance of all proprieties of the Cemetery, whether embraced in these rules or not. No improprieties shall be allowed and the Cemetery Manager shall have the power to prevent improper assemblage and boisterous and unseemly conduct.
- Section 17: Police Power to the Park Manager. The Park Manager or Cemetery Manager in charge of the cemetery shall have and is hereby granted, all and equal powers, functions, duties and authority granted by law to a police officer within the city in which the cemetery is located, or if such cemetery be located outside of a city, to constable or sheriff of the county or counties wherein the same is situated, for the purpose of maintaining order, enforcing the Cemetery Rules and Regulations of the Commissioners' Court, the laws of the state and the ordinances of such city, and he shall be charged with the enforcement thereof within the cemetery over which he has

charge, and within the radius of the same as shall be necessary to protect the cemetery property, Health and Safety Code § 711.009.

Section 18: Cemetery Manager to Enforce Rules. The Cemetery Manager is hereby empowered to enforce all Cemetery Rules and Regulations, and to exclude from the property of the cemetery anyone violating same. The Cemetery Manager shall have charge of the grounds and buildings, and at all times the Cemetery Manager shall have supervision and control of all persons within the cemetery grounds, including funerals, traffic, employees, lot owners, and visitors.

#### **ARTICLE IX**

# Responsibilities of Cemetery

Section 1: Rights of Cemetery. The Cemetery shall take reasonable precautions to protect lot owners from loss or damage and to protect their property rights within the cemetery grounds, but it distinctly disclaims all responsibility for loss or damage from causes beyond its control, and especially from damage caused by the elements, and an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots or order of any military or civil authority, regardless of the type of damage.

#### ARTICLE X

# Memorial Regulations

Section 1: Design of Marker or Monument Required. A design of the proposed monument or marker to be erected, should be submitted for approval by the Cemetery Manager prior to the construction of said marker or monument to assure it adheres to the Cemetery Rules and Regulations of Crane County Cemeteries. It is recommended not to purchase any monuments or markers until written permission for the proposed design is given by the Cemetery Manager. Failure to do so may result in not allowing installation of pre-purchased marker or monument not meeting Cemetery design criteria. The design must include material designation of good solid granite, marble or bronze and size of marker or monument die and base. Upon approval, the Cemetery Manager will issue a written permit and the design will be put on file until the marker or monument is installed.

### Section 2: Markers and Monuments.

(a) <u>General</u>. The owner of a lot has the right to erect thereon any proper monument sepulcher structures, which comply with the Cemetery Rules and Regulations except in sections where no monuments are permitted.

The Cemetery reserves the right to prohibit the erection of and to require the removal of a vault, monument, marker or other monumental work that may be

considered by the Cemetery Manager as inappropriate or in violation of Cemetery Rules and Regulations either in material, design, workmanship, size, location or which interferes with the general view or effect.

If any marker, monument, vault, effigy, or any structure whatsoever, or any inscription, placed in or upon any lot, which shall be determined by the Cemetery Manager to be offensive, improper or injurious to the appearance of the surrounding lots or grounds or in violation of Cemetery Rules and Regulations, the Cemetery shall have the right to enter upon said lot and remove said offensive or improper object or inscription, and the cemetery shall not be liable to any person for any damage or loss resulting from such removal.

All markers or monuments shall be placed at the head of burial space(s). All markers or monuments shall be constructed of good solid granite, marble or bronze. No exceptions or substitute marker/monument materials will be considered. All the markers or monuments must be placed on a concrete foundation. This foundation will be approximately three inches (3") larger than the marker or monument around all sides.

- (b) <u>Upright Monuments</u>. All grave spaces in Crane County Cemeteries shall be allowed to install upright monuments. However, this does not include Blocks that the Commissioner's Court has strictly forbidden the installation of any and all upright monuments
- (c) <u>Single Grave Spaces</u>. The minimum size for a single upright monument shall be one foot (1') by two feet (2'). The maximum size for a single upright monument shall be one foot-six inches (1' 6") by three feet (3'). Single grave spaces shall also be allowed to place, flush with the ground, single flat markers of the same dimensions. The maximum height for all upright monuments shall be three feet (3').
- (d) Multiple Grave Spaces. Owners of two (2) or three (3) adjacent grave spaces will be allowed to place a double or triple upright monument. Owners of four (4) or more grave spaces will only be allowed to place a double or triple upright monument(s). The minimum size for a double upright monument shall be one foot (1') by four feet (4'). The maximum size for a double upright monument shall be one foot-six inches (1'6") by seven feet (7'). The minimum size for a triple upright monument shall be one foot (1') by seven feet (7'). The maximum size for a triple upright monument shall be one foot-six inches (1'6") by eleven feet (11'). Multiple grave space owners shall also be allowed to place, flush with the ground, double or triple flat markers of the same dimensions. The maximum height for all upright monuments shall be three feet (3').
- (e) <u>Marker and Monument Foundation</u>. All markers and monuments shall have a concrete foundation. After the Cemetery Manager has issued written design approval for a proposed marker or monument, the grave space owner may proceed with the construction.

Foundations will be of finished concrete and leveled so that the foundation will be flush with the ground, in areas at least three inches (3") larger on all sides of the bottom base of the structure to be erected, and in depth at least three and one-half inches (3 ½") but the Cemetery reserves the right to require a larger or deeper

foundation when in the judgment of the Cemetery Manager the structure requires it

- (f) <u>Blocks Restricted to Flat Markers</u>. The following Block(s) are restricted to flat grave markers <u>only</u>:
  - (1) Crane County Memorial Cemetery, Block(s) #34-A
  - (2) Crane Sunset Cemetery, Block(s)\_\_\_\_\_.

<u>NO UPRIGHT MONUMENTS</u> will be permitted. Only markers flush with the ground will be allowed. If any monument is placed above ground level, it will be removed and the Cemetery shall not be liable for any damages or loss to any person for such removal.

- Section 3: <u>Grave Markers</u>. One and <u>only one</u> grave marker may be placed at each grave. It must be of good standard granite, bronze or marble. Raised letters will <u>not</u> be permitted on any granite or marble markers. The exception to this rule is only to permit a military marker to be placed at the foot of a veteran's grave and to allow the lot owner the option of placing a grave marker at the head. All foot markers must be set flush with the ground.
- Section 4: Contractor's and Workmen. The Cemetery will not allow work of any description to be done or placed upon a lot unless a written order from the lot owner or his or her legal representative is present at the Cemetery Office prior to commencement of work of any description including monument and marker repair or construction. The Contractor shall notify the Cemetery Manager immediately upon completion of the work or installation of any marker or monument. Upon notification of the completion of the work or installation of the monument or marker, the Cemetery Manager shall inspect the memorial for final approval. Any marker or monument that is improperly set or does not comply with the Cemetery Rules and Regulations will be removed and the Cemetery shall not be liable to any person for such removal.

Contractor's or their employees will not be permitted to work in the cemetery on Saturday, Sunday or County Holidays, or before eight o'clock (8:00 a.m.) or after five o'clock (5:00 p.m.) on weekdays. All orders taken for work and all work done shall be subject to and in accordance with the Cemetery Rules and Regulations. The Cemetery reserves the right to suspend any and all work without notice when, in the opinion of the Cemetery Manager there is failure to conform to the Cemetery Rules and Regulations prescribed, for any reason such as failure to make proper preparation to do the work contemplated, failure to comply with any reasonable request of the Cemetery Manager in the conduct of the work in such a manner as to endanger life or property, or failure to execute work according to specifications, etc. Before starting to set any monument or memorial work, Contractors must first submit same for inspection to the Cemetery Manager and no such work may be started without his permission.

All work or erecting must be done as rapidly as possible and material not used must be removed as soon as the work is completed. Workmen must not scatter material over adjoining lots or leave same on the grounds any longer than absolutely necessary. Ropes or lines must not be attached to trees, shrubs, or other objects within the cemetery grounds without the permission of the Cemetery Manager. No pipes or anchors shall be sunk in the ground without like permission, and then only in spots specifically designated. To protect the lawns from injury, planks must be laid when heavy material is to be moved across lawns. Driving of trucks or automobiles across lots, lawns, or graves is strictly forbidden.

Expansion joints of granite monuments must be leaded with setting lead, which must be caulked and made perfectly tight.

Section 5 \* Holiday blankets will be allowed on the grave site from November 15<sup>th</sup> through January 1<sup>st</sup> each year. Blankets should be removed by the family by January 1<sup>st</sup> each year or the county will remove after January 1<sup>st</sup> and dispose of them.

#### ARTICLE XI

# **Employees**

- Section 1: <u>Subject to Cemetery Manager's approval</u>. Employees shall not execute any or carry out any orders, except those of the Cemetery Manager. No employee shall lend out tools or implements of the Cemetery nor solicit tips or gratuities. It shall be the duty of employees to refer persons desiring their services to the Cemetery Manager.
- Section 2: <u>Private Work</u>. Neither the Cemetery Manager nor any employees shall do work of a private nature during the period of time that the County employs them.
- Section 3: <u>Care of Lots</u>. Neither the Cemetery Manager nor any employee therein shall accept compensation from anyone for private or separate maintenance or care of any particular lot or plot within Crane County Cemeteries.

#### ARTICLE XII

# Modifications and Amendments

- Section 1: Exceptions and Modifications. Special cases may arise in literal enforcement of a rule, which may impose unnecessary hardship. The Cemetery therefore reserves the right, without notice, to make exceptions, suspensions, or modifications in any of these Rules and Regulations when in its judgement, the same appears reasonable, and such temporary exceptions, suspensions, modifications shall in no way be construed as affecting the general application of such rules.
- Section 2: <u>Revision</u>. The Cemetery may, and it hereby expressly reserves the right to adopt new rules and regulations or to amend, alter, or repeal any rule, regulation, article, section, paragraph or sentence in these Rules and Regulations, at any time it may become necessary.
- Section 3: <u>Penalties</u>. In order to enforce the Crane County Cemetery Rules and Regulations, the Commissioners' Court may prescribe penalties for violation of any rule or regulation in which penalties may be recoverable by Crane County in a civil action.

	Arlen White, Crane County Judge
	Gordon Hooper, Commissioner, Precinct 1
	Scott McMeans, Commissioner, Precinct 2
	Ellis Lane, Commissioner, Precinct 3
	Weldon McCutchen, Commissioner, Precinct 4
ATTEST:	
Judy Crawford, County Clerk	-

\*AMENDED 01/03/03 \*AMENDED 12-13-11

Adopted on this  $23^{rd}$  day of October, 2000, in a meeting of the Commissioners' Court of Crane County, Texas, duly convened and acting in its capacity as governing body of Crane County, the

following members being present: