

**141.8 SUBJECT: ORGANIZATION AND POLICY**

- :1 OBJECTIVE:  
Administers, operates, and maintains the City's public cemetery, known as "Greenwood Cemetery."
- :2 AUTHORITY:  
This procedure amended by City Council September 15, 2003.
- :3 DIRECTION:  
Cemetery Sexton, as a classified employee, receives direction through the City Clerk/General Administration Director, or designee, for the supervision of Greenwood Cemetery.
- :4 FUNCTIONS:  
A. Administers, operates and maintains Greenwood Cemetery, located at 1603 Greenwood Street, Orlando, Florida; and maintains the adjacent Greenwood Urban Wetland.  
B. Prepares graves and assists in interment services.  
C. Sells cemetery space and maintains records.
- :5 FORMS:  
None.
- :6 COMMITTEE RESPONSIBILITIES:  
None.
- :7 REFERENCE:  
City Code Chapter 16; City Code Chapter 2, Article XVI, Section 2.141. This procedure adopted by City Council August 11, 1969, Item 37; amended May 19, 1975, Item 27; amended September 8, 1975, Item 40; reviewed and found current September 12, 1977, Item 15. Consolidation effective July 1, 1979, approved by Council on May 21, 1979, Item 27. Procedure amended August 20, 1979, Item 14.; amended June 14, 1993; amended October 23, 2000, Item 2-HH; amended September 15, 2003.
- :8 EFFECTIVE DATE:  
This procedure effective September 15, 2003.