

EXHIBIT 4

Oakwood & IOOF Cemeteries

Background

In 2016, Council directed city staff to identify funding for general enhancements to the City's two cemeteries.

- Oakwood cemetery was established in 1857, and has been city owned since 1931
- IOOF cemetery was established in 1860, and has been city owned since 1933.

The city inherited both cemeteries with incomplete and missing records due to subsequent fires.

- Denton County Courthouse fire in 1875
- Denton Record Chronicle fire in 1914



Current Challenges

- Dilapidated monuments
- Dilapidated mausoleums
- Dilapidated crypts
- Incomplete burial records
- Incomplete mapping

The two cemeteries encompass 38 acres of land and over 10,000 burial sites with approximately 3,000 of those being unmarked/unknown sites.

When inquiries are received, staff walk the site in an attempt to find a gravesite since there are no formal records.

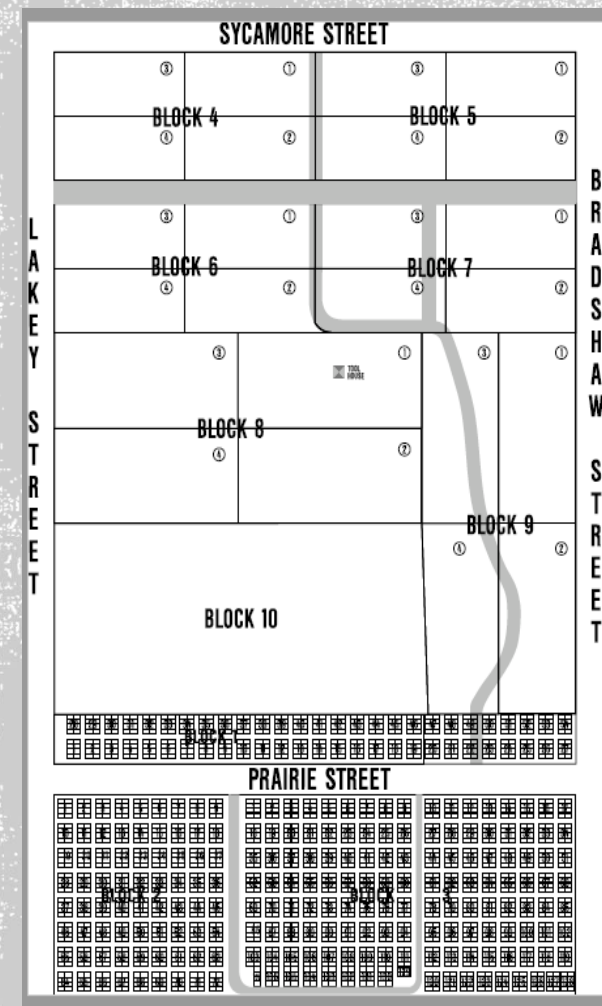


Oakwood Cemetery

- 13 Acres
- 4,704 burials



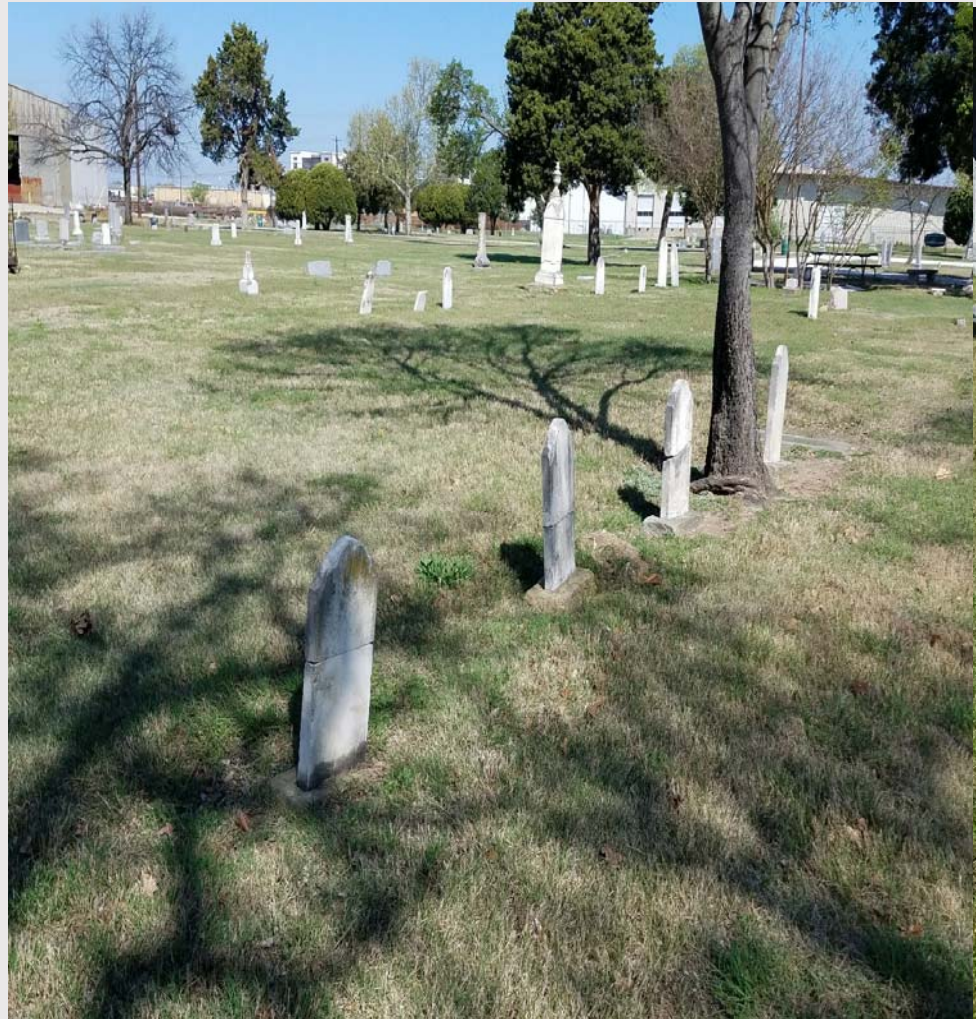
Sandstone monument of one of the last men
executed at the lawn of the Denton County
Courthouse



Oakwood Cemetery



Oakwood Cemetery



Oakwood Cemetery



Oakwood Cemetery Crypt

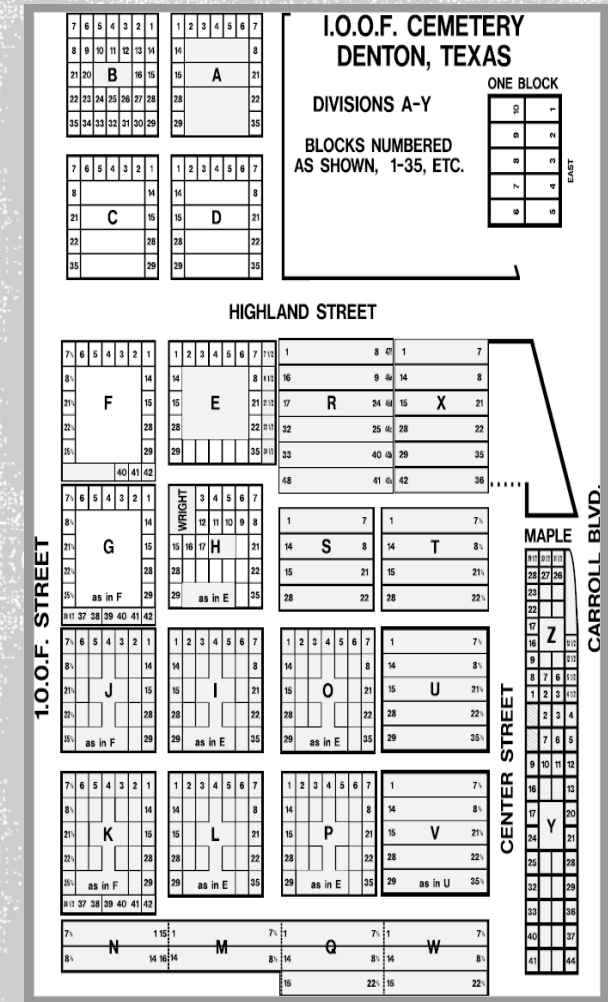


IIOF Cemetery

- 25 Acres
- 6,904 burials



Crypt at IOOF



IOOF Cemetery



IOOF Cemetery



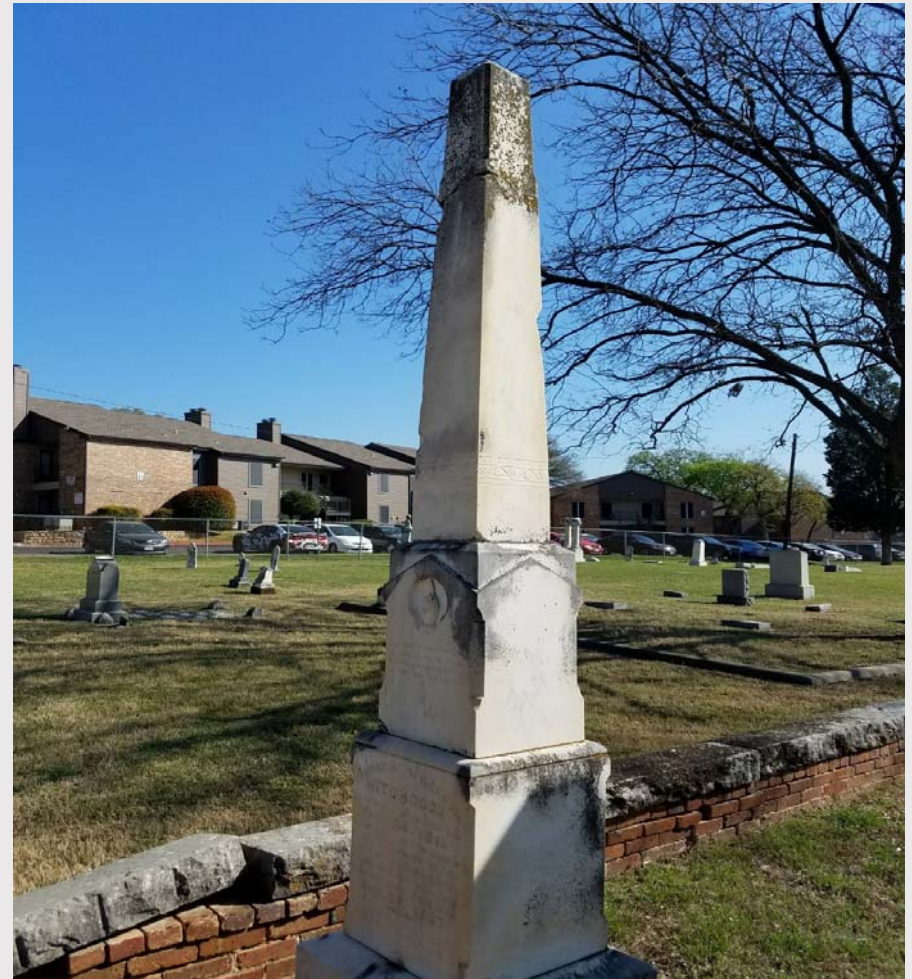
IOOF Cemetery Mausoleum



IOOF Cemetery Mausoleum



IOOF Cemetery



Assessment

- IOOF & Oakwood improvements are specialized beyond staff's capabilities.
- An RFP was sent to 10 prospective suppliers.
- Specifications were also posted on the Materials Management website and published in the newspaper.
- Only one business who performs this work in the Southern United States bid.
- The proposal was evaluated based upon published criteria including price, delivery, compliance with specifications, and indicators of probable performance.



Services

- \$79,872 for the preparation of a detailed GPS/GIS map that covers 38 acres, including a Computer Aided Design (CAD) digital database for over 10,000 gravesites that include an estimated 9,510 monuments, 5 lawn crypts, 4 mausoleums, roads, fences, and any other permanent landmarks.
- \$57,060 for an assessment of an estimated 9,510 monuments to evaluate condition and provide a priority based monument repair schedule.

The total amount for the above described services is \$136,932.



Additional Services

The budget for this project is \$152,596, additional funding in the amount of \$15,664 is available to be used to restore some cemetery monuments and install division markers. The chart below represents pricing for some of these repairs.

Monument repair and/or restoration at Oakwood	\$665
Monument repair and/or restoration at IOOF	\$687
Division markers at Oakwood	\$1,752
Block markers at IOOF	\$708
Restoration work to lawn crypts at Oakwood Cemetery.	\$1,400
Restoration work to mausoleums at IOOF Cemetery.	\$120,000
A complete list of additional services available are included in Exhibit 1	

As an alternative, Council can direct staff to use the approved funding exclusively for monument repair and restoration. If directed to proceed in this fashion, staff recommends repair work to the most deteriorated mausoleums in the Northwest quadrant of the old IOOF cemetery, near Highland Street. These repairs are expected to cost approximately \$120,000 and the remainder of the funds can be used to facilitate repairs of the largest monuments that pose the most safety hazards.



Recommendations

Staff proposes to complete the mapping and assessment study first in order to catalog and prioritize repairs (\$136,932). Once the study is complete, staff recommends the remainder of the funding (\$15,664) be dedicated to repairing the monuments and structures identified as the highest priority items.

GPS/GIS map and CAD digital database	\$79,872
Assessment of monuments	\$57,060
Sub total	\$136,932
Division markers at Oakwood	\$1,752
Block markers at IOOF	\$708
Monument repair and/or restoration at Oakwood (\$665 each)	\$6,602
Monument repair and/or restoration at IOOF (\$687 each)	\$6,602
Sub total	\$15,664
TOTAL	\$152,596

