



Legislation Details (With Text)

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Title: Receive a report, hold a discussion, and give staff direction regarding maintenance and improvements to the IOOF and Oakwood Cemeteries.

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Attachments: 1. Exhibit 1 - Cemetery Cost Comparison, 2. Exhibit 2 - Stone Fence Cut and Paste Sample for Cemetery Fence Oakwood and IOOF, 3. Exhibit 3 - 1933 Resolution canvassing the April 4th 1933 election for the City to take over IOOF Cemetery, 4. Exhibit 4 - April 4th Presentation, 5. Exhibit 5 - Presentation

Date	Ver.	Action By	Action	Result
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AGENDA INFORMATION SHEET

AGENDA DATE: May 2, 2017

DEPARTMENT: Parks and Recreation

DCM: Bryan Langley

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding maintenance and improvements to the IOOF and Oakwood Cemeteries.

BACKGROUND

On March 22, 2016, Parks and Recreation staff received direction from City Council to identify funding in the 2016-17 budget for general enhancements to the City's two cemeteries (Oakwood Cemetery and IOOF Cemetery). After reviewing the scope of the project, staff submitted a supplemental budget package which was approved in FY 2016-17 for one-time funding in the amount of \$152,596 for a contractor to perform a cemetery mapping and assessment study.

Staff released an RFP for the study with only one (1) responsive proposal received from Texas Cemetery Restoration, LLC, due to the highly specialized nature of this work. At the April 4, 2017, session of City Council, staff presented a contract for consideration with Texas Cemetery Restoration, LLC, to provide 1) GPS and GIS mapping of the IOOF and Oakwood Cemeteries (\$79,872) and 2) an assessment of all monuments to evaluate condition and provide a priority-based repair schedule (\$57,060). The total amount for the proposed contract is \$136,932. Since the budget for the project is \$152,596, the available amount of \$15,664 could be used to begin work on restoring some cemetery monuments and install division markers.

During the April 4 presentation, Council asked staff to bring back additional information about numerous aspects of the cemeteries and the proposed contract. Please find below follow-up information that will be presented at May 2, 2017, Council meeting.

1) Does the City own the cemeteries? What commitment was made to maintain them?

Oakwood Cemetery- According to historical, local newspaper articles, the City purchased 3.81 acres of cemetery property for \$385.00 on April 11, 1891. In 1915, determining ownership of Oakwood was an important matter to resolve because Mayor Foreman had appropriated \$100 for cemetery maintenance.

IOOF Cemetery- In April of 1933, the citizens of Denton voted to “take over and maintain the Odd Fellows Cemetery in the City of Denton.” This vote also authorized the City to collect “a tax of not to exceed two cents on each one-hundred dollar valuation on all taxable property in the City of Denton, Texas, for the maintenance of the cemeteries belonging to the City of Denton, Texas.”

2) What is the cost to purchase a burial plot in the Oakwood and IOOF cemeteries? How many plots are available for purchase? How do these costs compare to other local cemeteries?

Oakwood Cemetery- A standard plot at Oakwood Cemetery costs \$350 (62 are available).

IOOF Cemetery- A standard plot at IOOF Cemetery costs \$600 (528 are available), an infant plot costs \$250 (42 are available), and a columbarium plot costs \$100 (72 are available).

The prices were last increased in September, 2009. Staff was instructed by City Council to leave the Oakwood price at \$350 and only increase the IOOF plots from \$350 to \$600. (See Exhibit 1 for comparison of local cemeteries)

3) What is the annual cost to maintain City cemeteries?

In Fiscal Year 14/15, the total cost to maintain both cemeteries was \$132,046. In Fiscal Year 15/16, the total cost was \$145,806. These figures include contract mowing and tree trimming, plus staff labor, equipment, and supplies.

In FY 2015-16 a combined 70 plots were sold at both cemeteries. Total revenue that year was \$41,800.

4) When were the CIP Bonds sold to replace the fence? How much was identified for this project? How much funding remains?

The fence replacement for both cemeteries was approved as part of the 2005 CIP. \$180,000 in bonds were sold in 2007 and a balance of \$133,714 remains.

A Purchase Order was issued to Teague, Nall & Perkins on May 3, 2011, to design this project. The application for a Certificate of Appropriateness (COA) was filed with the Historical Landmark Commission on May 7, 2012, and turned down on August 14, 2012. Redesign was completed and a COA for Oakwood was approved on July 8, 2013. No COA was required for IOOF but it was recommended by the Historical Landmark Commission that the same fence be used for both cemeteries.

5) What is the cost of the new fence?

Staff has worked with the Texas Correctional Industries to obtain pricing for a fence that will meet the COA requirements. The fence and concrete mow strip cost approximately \$78 per linear foot and the stone columns required by the COA cost approximately \$3,500 each. In comparison, a standard chain link fence with a mow strip costs approximately \$30 per linear foot to install. Staff will move forward with using the remaining CIP funds to fence the only section of Oakwood Cemetery that has never been

fenced. The section of Oakwood fence that is proposed will cost \$61,712.88 and requires 7 columns costing \$24,567. The total project cost to install fence on Bradshaw and Prairie Streets at Oakwood Cemetery is \$86,280.

The cost to replace the remaining chain link fence at Oakwood Cemetery with ornamental steel and stone columns is estimated to be \$201,000. The cost to replace the chain link fence on Carroll and Eagle Streets at IOOF Cemetery with ornamental steel and stone columns is estimated to be \$220,000. The cost to replace all remaining fences at IOOF Cemetery with chain link fence is estimated to be an additional \$101,000 bring the total project cost at IOOF Cemetery to \$321,000.

At the May 2 Council Meeting, staff will be seeking direction regarding uses for the FY 2016-17 one-time funding in the amount of \$152,596 for maintenance and improvements to the IOOF and Oakwood Cemeteries. The following were options that were discussed:

1. Proceed with consideration of a contract for Texas Cemetery Restoration, LLC, to perform a cemetery mapping and assessment study in the amount of \$136,932, and use the remaining \$15,664 to begin work on restoring some cemetery monuments and install division markers;
2. Use the entire budgeted amount to begin restoration work at both cemeteries.
3. Use the budgeted amount to begin replacement of fencing at IOOF Cemetery with the goal to match existing fencing at Oakwood Cemetery by recommendation of the Historical Landmark Commission.

Staff recommends moving forward with the mapping and assessment contract with Texas Cemetery Restoration, LLC. In addition, staff is proceeding with the planned fence replacement at Oakwood Cemetery.

FISCAL INFORMATION

Funding for the replacement fences was approved in the 2005 CIP. \$133,713.94 remains in this project account.

Funding for the mapping project was included as a Supplemental Package in the FY 2016-17 budget. \$152,596 was funded to perform this work.

EXHIBITS

1. Burial plot cost comparison
2. Graphic of proposed fences
3. Document of cemetery transfer to the City
4. Presentation from April 4, 2017
5. Draft presentation for May 2, 2017

Respectfully submitted:
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Parks and Recreation