



Wylie Cemetery Advisory Board

AGENDA REPORT

Department: Parks and Recreation
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Account Code: _____

Subject

Wylie Cemetery Transition Update.

Recommendation

Discussion

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In the process of acquiring the Wylie and Hughes Cemeteries from the Wylie Cemetery Association, it was determined that ownership of a portion of the cemetery could not be verified. Therefore, the surveyor was unable to certify the plans. In turn, the title company could not issue an Owner's Title Policy to protect the city.

Staff spent numerous hours researching and trying to determine staffing needs to properly take over the cemeteries. It would be very difficult for staff to handle such an undertaking of maintenance, document research, digitizing, and selling of plots. Staff presented Council with a status update and feedback on moving forward and the challenges it faces. At the direction of Council, staff has communicated with the Association that the city will not pursue taking ownership of the cemeteries. The Association will seek other non-profits or cemetery agencies in regards to acquiring the cemeteries.

Below is a summary of how current contract mowing compares to staff mowing:

- *Contract mowing takes place every 10-14 days. 390 acres of neighborhood parks, public facilities, special use areas (open space), and medians & R.O.W are maintained in this contract. The contractor typically runs this schedule 21 cycles out of the year, bringing the budget to about \$425k a year.*

The Hughes and Wylie cemeteries are roughly 7.3 acres. These would need to be maintained weekly at 39 cycles a year for the contractor to maintain. This was going to increase the mowing contract an additional \$50k, bringing the overall total to \$475k annually to maintain.

- *Staff Four (4) full-time positions and two (2) part-time seasonal positions mow the acreage that is considered to be "high traffic" and "high visibility." These "special handling" areas require more frequent mowing than the areas currently on the contract. The included parks and public spaces are typically mowed once each week. Athletic fields are mowed 2 - 3 times per week.*
- *Currently, Public Facilities and some neighborhood parks are maintained weekly. This equals roughly 39 cycles per year.*

- *Athletic fields are typically maintained 2 - 3 times per week. This equals 78 - 117 cycles per year.*
- *Staff maintains 18.17 acres of neighborhood parks, 20.48 acres of public facilities, and 122.3 acres of athletic fields. This totals 160.95 acres.*

The purpose of this work session is to discuss the duties and continuance of the Board in light of not taking over the Hughes and Wylie cemeteries.

1. Does the Board continue serving as an advisory/volunteer board for the other small cemeteries that that city owns? These cemeteries are more historical in nature and are not actively used. They are not large, and could possibly entail annual cleanups, historical activities, etc.
2. The three cemeteries located within city limits include:
 - a. Kreymer Cemetery - owned and maintained by the City
 - b. Groves Cemetery - owned by DPV HOA, maintained by the City
 - c. Hardt Cemetery - owned and maintained by F.O. Birmingham Memorial Land Trust

The other locations indicated on the map are outside city jurisdiction.