



**REPORT TO MAYOR AND CITY COUNCIL**

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: March 17, 2009

SUBJECT: Cemetery Fee Schedule Revision

**Report in Brief**

In September 2002, City Council adopted the Cemetery Master Plan. The Master Plan evaluated both site and financial needs required to enhance and maintain the Cemetery's viability. Since the adoption of the Cemetery Master Plan staff continues to follow Council's direction to reduce the City's General Fund subsidy of the Woodland Cemetery. The physical improvements to the Cemetery created enough additional space to sell plots for the next 20 years, as well as reducing the maintenance cost by one full-time employee.

The adjustment of the fees as well as creating new fee options generates additional revenue for the Cemetery Program. The proposed fee adjustments and new fees are consistent with both the cemetery industry and Council's direction as adopted by the Cemetery Master Plan.

Staff recommends that the City Council approve Resolution No. \_\_\_\_\_ revising the Cemetery fee schedule as described herein.

**Background**

On November 20, 2001, the Woodland City Council approved the development of a Cemetery Master Plan by the RJM Design Group. The Parks & Recreation Commission received a Master Plan presentation from the RJM Design Group at their May 30<sup>th</sup> and June 24<sup>th</sup>, 2002 meetings. After answering many questions from the Commissioners and the public, staff was directed to formulate the Master Plan document and bring it back to the Commission at their July 22<sup>nd</sup>, 2002 meeting for further review and adoption as deemed appropriate.

The May 30<sup>th</sup>, 2002 presentation addressed the most critical issues facing the City Cemetery, including the establishment of financial goals, the most efficient use of remaining space for grave sites, a circulation plan, creation of new attractive interment sites, and recommendations on a capital expenditure plan that will increase efficiency in the maintenance program.

On July 11<sup>th</sup>, 2002 the Parks & Recreation Commission's Facilities Committee met with staff and John Courtney of the RJM Group at the Woodland Cemetery to review the Cemetery Master Plan. The Committee conducted a site evaluation of the Cemetery and was shown how the implemented Master Plan would transform the Woodland Cemetery appearance. The Facilities Committee recommended adoption of the Cemetery Master Plan to the Parks & Recreation Commission. On July 22, 2002, the Commission recommended to the City Council adoption of the Cemetery Master Plan.

The City Council held a public hearing to review the Cemetery Master Plan at its September 3, 2002 regular meeting. At this meeting Council directed staff to move this item forward to the September 17, 2002 Council meeting for consideration of changes to: 1) Implementation time, 2) Interment fees, 3) Fees charge to Yolo County, 4) Conversion of an additional roadway, and 5) Maintenance comparison with St. Joseph's Cemetery.

On September 17, 2002, City Council adopted the Cemetery Master Plan. The Master Plan evaluated both site and financial needs required to enhance and maintain the Cemetery's viability. Among the site improvement recommendations of the Master Plan were:

- ✓ Roadway conversion from traveled route to additional plots
- ✓ Reconstruction of certain roadways with asphalt surfacing
- ✓ Replacement of the entire irrigation system
- ✓ Replanting of high lot plots with groundcover
- ✓ Relocation of "Avenue of Flags"
- ✓ Landscaping at entryways
- ✓ Columbarium infrastructure

### **Discussion**

Since the adoption of the Cemetery Master Plan staff continues to follow Council's direction to reduce the City's General Fund subsidy of the Woodland Cemetery. The physical improvements to the Cemetery created enough additional space to sell plots for the next 20 years, as well as reducing the maintenance cost by one full-time employee.

The fee schedule attached to the resolution proposes the adjustment of eighteen (18) fees and establishment of eight new fees. Most of the adjustments to existing fees, shown in yellow highlight on the attachment, range from \$10 to \$100. The new fees provide family members with memorial opportunities and internment options. These fees are within industry standards as shown within the attachment in green highlight.

One concern that has been previously expressed by members of the City Council is the impact of fee increases on the Public Guardian. As the Council is aware, the Public Guardian conducts internments for individuals without resources. Staff has learned that the Public Guardian conducts internments for such individuals at another cemetery in the county.

The adjustment of the fees and creating new fee options would generate additional revenue for the Cemetery Program. The proposed fee adjustments and new fees are consistent with both the Council's direction as adopted by the Cemetery Master Plan.

**Fiscal Impact**

Staff estimates the new fee schedule would generate \$10,000 in extra revenue for the City of Woodland to support operation of the Cemetery.

**Alternative Courses of Action**

1. Approve Resolution No. \_\_\_\_\_ revising the Cemetery fee schedule as described herein
2. Provide staff with specific direction to adjust the proposed Cemetery fee schedule.
3. Cease further consideration of changes to the Cemetery fee schedule.

**Recommendation for Action**

Staff recommends that the City Council approve Alternative No. 1.

Prepared by: Daniel W. Gentry, Director  
Parks & Recreation Department

Reviewed by: Dave Stewart  
Park Supervisor/Cemetery

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Mark G. Deven  
City Manager

Attachment: Proposed Cemetery Fee Schedule

RESOLUTION \_\_\_\_\_

RESOLUTION TO REVISE CEMETERY FEES

WHEREAS, on September 24, 2002, the City Council adopted Resolution 4393 approving the Cemetery Master Plan prepared by RJM Design Group that established financial goals, the most efficient use of remaining spaces for grave sites, a circulation plan, creation of new interment sites, and recommendations on a capital expenditure plan to increase efficiency in the maintenance program; and,

WHEREAS, on March 18, 2003 the City Council adopted Resolution 4426 approving the Parks and Recreation Comprehensive Fee Schedule which included the Cemetery Fee Schedule; and,

WHEREAS, on September 16, 2003 the City Council adopted Resolution 4472 approving a revision to the Cemetery Fees to address fees for the County of Yolo indigent interment services for cremains; and,

WHEREAS, the City Council has determined that additional revisions are necessary to the adopted Cemetery Fee Schedule to address increased costs for various services as identified in the attached schedule (Exhibit A).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland does hereby adopt this revised Cemetery Fee Schedule and attached Exhibit A this \_\_\_\_\_ day of \_\_\_\_\_, 2009 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
Marlin H. Davies, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Sue Vannucci, Director of  
Administrative Services

\_\_\_\_\_  
Andrew Morris, City Attorney

### Cemetery Fees Revisions February 17, 2009 Council Meeting

Open/Close	Single Grave	\$850.00	\$850.00 - \$1,065.00	\$900.00 - \$1065.00*	each
	Double Depth First	\$1,000.00	\$1,000 - \$1,250.00	\$1,050 - \$1,350.00*	each
	Double Depth Second	\$700.00	\$700.00 - \$875.00	\$750.00 - \$900.00*	each
	Cremains/Infant	\$550.00	\$550.00 - \$680.00	\$600.00 - \$750.00*	each
	Columbarium Niche	\$290.00	\$290.00 - \$360.00	\$300.00 - \$380.00*	each
	Mausoleum Crypts	\$895.00	\$895.00 - \$1,120.00	\$950.00 - \$1,200.00*	each
Disinterment	Adult Single Depth	\$1,000.00	\$1,000.00-\$1,250.00	\$1,050.00-\$1,300.00*	each
	Adult Double Depth	\$3,000.00	\$3,000.00-\$3,750.00	\$3,000.00-\$3,750.00	each
	Cremains	\$300.00	\$300.00 - \$375.00	\$310.00 - \$400.00*	each
After Hours/ Weekend Service	Adult Interment	\$425.00	\$425.00 - \$525.00	\$500.00 - \$600.00*	each
	Cremains or Infant Interment	\$150.00	\$150.00 - \$200.00	\$200.00 - \$300.00*	each
Service Setup	Tent and Chairs	\$175.00	\$175.00 - \$220.00	\$175.00 - \$220.00	each
GRAVE SITES (Interment Rights):	Standard Grave	\$920.00	\$920.00 - \$1,000.00	\$920.00 - \$1,000.00	each
	Cremains/Infant Grave	\$620.00	\$620.00 - \$800.00	\$620.00 - \$800.00	each
	Double Depth Grave	\$1,345.00	\$1,345.00 - \$1,700.00	\$1,345.00 - \$1,700.00	each
	Cremains Niche	\$780.00	\$780.00 - \$1,000.00	\$780.00 - \$1,000.00	each
MAUSOLEUM Standard Crypts	Tier A, B and C	n/a	n/a	n/a	
	Tier D	\$2,375.00	\$2,375.00-\$2,900.00	\$2,375.00-\$2,900.00	each
	Tier E	\$2,100.00	\$2,100.00-\$2,600.00	\$2,100.00-\$2,600.00	each
Chapel Crypts	Tier A, B and C	n/a	n/a	n/a	
	Tier D	\$2,525.00	\$2,525.00-\$3,150.00	\$2,525.00-\$3,150.00	each
	Tier E	\$2,385.00	\$2,385.00-\$2,985.00	\$2,385.00-\$2,985.00	each
Columbarian	Standard Niche	\$780.00	\$780.00 - \$1,000.00	\$780.00 - \$1,000.00	each
Markers	Bronze Niche	\$65.00	\$65.00 - \$80.00	\$75.00 - \$100.00*	each
	Permanent Concrete	\$125.00	\$125.00 - \$155.00	\$125.00 - \$155.00	each
	Memorial Sidewalk Section	new	new fee	\$650.00 - \$1,000.00#	each
	Bronze Crypt	\$325.00	\$325.00 - \$400.00	\$375.00 - \$450.00*	each
	Memorial Bench	new	new fee	\$900.00 - \$1500.00#	each
Vases	Bronze Crypt	\$80.00	\$80.00 - \$100.00	\$95.00 - \$115.00*	each
	Plastic Crypt	\$40.00	\$40.00 - \$50.00	\$40.00 - \$60.00	each
	Plastic Crypt (sm)	new	new fee	\$20.00 - \$40.00#	each
	Bronze Crypt (sm)	new	new fee	\$75.00 - \$95.00#	each
	Galvanized Flower	\$20.00	\$20.00 - \$25.00	\$20.00 - \$25.00	each
Burial Vaults	Concrete Liner	\$800.00	\$800.00 - \$1,000.00	\$850.00 - \$1,100.00*	each
	Lawn Crypt (Vault)	\$850.00	\$850.00 - \$1065.00	\$900.00 - \$1,200.00*	each
	Deluxe Sealed Vault	new	new fee	\$1,100 - \$1,300.00#	each
	Poly Vault	\$850.00	\$850.00 - \$1,065.00	\$900.00 - \$1,200.00*	each
	Double Lawn Crypt (Vault)	\$1,600.00	\$1,600.00-\$2,000.00	\$1,700.00-\$2,100.00*	each
	Cremains Vault	\$240.00	\$240.00 - \$300.00	\$250.00 - \$310.00*	each
	Oversized Cremains Vault	\$360.00	\$360.00 - \$420.00	\$360.00 - \$420.00	each
	President Urn Vault (Cremains)	new	new fee	\$550.00 - \$800.00#	each
	Child Vault	new	new fee	\$445.00 - \$625.00#	each
	Bronze Urn	\$50.00	\$50.00 - \$65.00	\$50.00 - \$65.00	each
Galvanized Urn	\$25.00	\$25.00 - \$35.00	\$25.00 - \$35.00	each	
Endowment Care	Adult Grave	\$580.00	\$580.00 - \$725.00	\$580.00 - \$725.00	each
	Infant Grave	\$580.00	\$580.00 - \$725.00	\$580.00 - \$725.00	each
	Cremains (Inground)	\$580.00	\$580.00 - \$725.00	\$580.00 - \$725.00	each
	Cremains Niche	\$580.00	\$580.00 - \$725.00	\$580.00 - \$725.00	each
	Mausoleum Crypt	\$580.00	\$580.00 - \$725.00	\$580.00 - \$725.00	each
Miscellaneous Fees	Non-Resident	20%	20% - 100%	20% - 100%	each
	Marker Placement	\$90.00	\$90.00 - \$115.00	\$90.00 - \$115.00	each
	Above Ground Marker	\$100.00	\$100.00 - \$125.00	\$100.00 - \$125.00	each
	Mausoleum Key	\$10.00	\$10.00 - \$15.00	\$10.00 - \$15.00	each
	Set Bronze Marker	\$250.00	\$250.00 - \$265.00	\$250.00 - \$265.00	each
	Genealogy Research (1st half hour no charge)	\$25.00	\$25.00 - \$30.00	\$25.00 - \$30.00	per hour
Special Agreements	Yolo County Rates				
	Open/Close Niches	\$161.67	\$161.67 - \$250.00	\$161.67 - \$250.00	per individual
	Endowment Care	\$580.00	\$580.00 - \$725.00	\$580.00 - \$725.00	per niche
	Full Burial (does not include endowment fee)	new	new fee	\$2,745.00 - \$3,745.00	per burial

# Green = New Fee

\* Yellow = Revision of old fee