



City of Broken Arrow

Request for Action

File #: 17-2491, Version: 1

**Broken Arrow City Council
Meeting of: 08-1-2017**

**To: Mayor and City Council
From: General Services Department
Title:**

Consideration, discussion, and possible adoption of Ordinance No. 3491, amending the Broken Arrow Code, Chapter 8, Cemeteries, Article II, Park Grove Cemetery; Division 1. Generally; Sec. 8-33 Benches, urns, etc. prohibited to provide for the installation of memory benches, the sale of memory benches and designating types and areas where benches are allowed; repealing all ordinances to the contrary; and declaring and emergency

Background:

On May 19, 2017 General Services received a request to allow for the provision, placement and sale of memory benches in Park Grove Cemetery. Memorial benches are currently prohibited by ordinance except when used as a headstone.

Based on this request, staff researched the subject and found that this is a common practice at various cemeteries and is also a means to provide an additional service.

Memory Benches can be placed around the edges of sections, in line with monuments, space and terrain permitting. This arrangement will maintain access for mowing and other grave site equipment into the section. Additionally, a bench can be placed between each of the wing sections of the Cremation niches. At this time, we only have one niche set erected, only four benches could be placed in that location. The Sexton has identified approximately 150 potential bench locations.

There are many styles and price ranges of monument benches available. A typical customer will pay about \$1,200 for a standard bench from a retail monument company. The customer also pays a setting fee established by the Cemetery. An example of what it might cost if a customer installed a standard bench at Park Grove would break down as follows:

Cost, delivery and engraving (standard gray bench)	\$1,200.00
Tax (8.417%)	\$ 101.00
Park Grove setting fee	<u>\$ 416.64</u>
Total	\$1,717.64

Staff believes the goal of selling a memorial bench should be to offer convenience and additional services to the family. As the Cemetery does not intend to compete with local monument companies for the sale of memorial benches, staff recommends offering only a standard grey memorial bench. Customers may also choose to purchase any type of memorial bench from any monument company they wish, subject to guidelines

established in the ordinance and setting fees already published in the Manual of Fees. The sales price of the bench purchased through the City will be set so as to remain competitive with local monument companies. The Manual of Fees will be updated to reflect the sale of memorial bench as “price of bench (cost, delivery and mark up) plus setting fee and applicable taxes. The staff is proposing that all net revenue from the sale of benches be apportioned between the General Fund and the Cemetery Care in the same proportion as lot sales.

This ordinance changes section 8-33 of Chapter 8, Cemeteries of the Broken Arrow Code pertaining to prohibited items. The change allows for the placement of memorial benches and contains information the construction, type, material, size, location, and installation so as to maintain ascetics and access to all areas of the sections. It also allows the Cemetery to offer standard memorial benches for sale subject to the same provisions of the section. Staff recommends the Council adopt Ordinance No. 3491 and approve the Emergency Clause.

Cost: Not Applicable
Prepared By: Lee Zirk, General Services Director
Reviewed By: Finance Department
Assistant City Manager - Administration
Legal Department

Approved By: Michael Spurgeon, City Manager

Attachments: Preview ordinance amending Section 8-33 of the Broken Arrow Code
Map showing potential locations of memorial benches
Example standard memorial bench
Photo of existing bench at Park Grove Cemetery as Marker
Photo of memorial benches at Floral Haven Cemetery in Broken
Arrow

Recommendation: Adopt Ordinance No. 3491 and approve the Emergency Clause.