



**Contract No. S060220
City of Austin Cemeteries
Cemetery On-site Compliance
(October 1, 2006)**

(Circle corresponding cemetery)

Austin Memorial Park : Oakwood : Oakwood Annex : Plummers : Evergreen

Category	Mode Description	Degree (1-5)	Comments
Turfcare	Grass height maintained to 3" to 4". Mowed once every 11 to 21 calendar days.		
Floral Plantings	Emphasis on planting and development of perennial plant materials, i.e. trees, shrubs and bedding plans.		
Tree / Shrub Care	Trimming/pruning done once every 6 months or as necessary to eliminate unsafe conditions. Debris to be removed within 5 working days of being produced.		
Fertilizing	Apply high nitrogen ratio fertilizer to turf in spring. Trees, shrubs and ornamental planting area fertilized once every year.		
Insect and Disease Control	Inspection for insect or disease problems every 1-2 weeks. Corrective posture in the application of fungicides and insecticides.		
Watering Plan:	Irrigate all areas weekly.		
Tree / Turf	Supplement with additional watering when necessary.		
Restrooms	Cleaned and sanitized daily. (More frequently if necessary)		
Litter Removal	Collected and removed 3-4 times weekly. Highly littered areas receive higher frequency.		
Surfaces	Hard surfaces will be cleaned and or washed weekly. Graffiti will be removed within 7-14 days (Unless nature of graffiti dictates otherwise)		
Lighting	Inspect daily. Replace inoperative bulbs/fixtures within 24-48 hours. Minimum of 20/15 foot candles on ball fields. Minimum of 20 foot candles on tennis courts.		
Inspection	Inspect all areas weekly.		
Repairs	Initiate repairs within one week unless public use will be disrupted, then within 24-48 hours.		
Administrative Buildings	Cleaned and maintained daily (More frequently if necessary) Pay specific attention		
Operations Buildings	Cleaned and maintained daily (More frequently if necessary) Pay specific attention		
Graveside Spoils	Graveside spoils (soils and rocks) are to be removed within 10 working days after being produced.		

In the "Degree" Column, please indicate on a scale of 1-5 the level of execution of service/maintenance based on inspection:

1 – Highly Unacceptable 2 – Unacceptable 3 – Acceptable 4 – Satisfactory 5 – Highly Satisfactory

As of 11/02/2011



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Category	Mode Description	Degree (1-5)	Comments
Central Cemetery Spoils	Central cemetery spoils removed once every 6 months or as necessary to eliminate unsafe conditions.		
Personnel Appearance	Employees are professional and courteous and are also dressed in appropriate attire with identification.		
Total			
Average			

Safety Requirement	Compliant		Description of aesthetic acceptability and compliance
	<u>YES</u>	<u>NO</u>	
Gravestones / Markers			There should be no signs of unsafe placement or conditions (falling) of burial monuments.
Road / Sidewalk Condition			Road is safe to drive / walk on and maintained. The City of Austin is responsible for roadway development.
Trees			Trimming and pruning of trees is done as dictated by species and desired shape.
Buildings			Administrative and Operations buildings are inspected weekly to ensure safety requirements are met.
Repairs			Repairs are to be done immediately to avoid disruption of intended use or function.

Safety Notes:

Comprehensive Cemetery Evaluation Notes:

Compliance Staff Name: _____
 Staff Signature: _____
 Date: _____

Witness's Name: _____
 Witness's Signature: _____
 Date: _____

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