



AGENDA MEMORANDUM

First Reading Item for the City Council Meeting of October 22, 2013
Second Reading Item for the City Council Meeting of October 29, 2013

DATE: 9/30/2013
TO: Ronald L. Olson, City Manager
FROM: Michael Morris, Director
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Memorial Bench and Tree Program

CAPTION:

Ordinance amending the Code of Ordinances, City of Corpus Christi, Chapter 36 regarding memorial tree and park bench program; providing for severance; and providing for publication.

PURPOSE:

This ordinance will establish a formal memorial bench and tree program to be administered by the Corpus Christi Parks and Recreation Department. The guidelines for this program were developed based on research on the best practices of similar agencies nationwide, the needs and resource capabilities of the Parks and Recreation Department and the desire of citizens to recognize loved ones through monetary contributions providing for specific lasting memorials. In order to allow for a consistent program for soliciting and recognizing contributions, the following programs have been established.

BACKGROUND AND FINDINGS:

Each year, the Parks and Recreation Department handles several requests to memorialize loved one or recognize significant events throughout the parks system. These requests typically involve a bench, tree or other piece of park equipment. This program was developed in effort to create a standard for memorials throughout the park system that meets development criteria listed in the Parks and Recreation Department's Strategic Master Plan.

The proposed program offers individuals, families, and/or organizations two options for memorializing and/or celebrating loved ones or events by planting trees or installing park benches in designated places throughout the park system. Trees will be offered for \$400 and benches will be offered for \$650 or \$1200 depending on what bench is selected. A plaque will be provided for each memorial. The location of each memorial will be approved by the Director. All trees will be planted and benches installed during the months of November through February.

ALTERNATIVES:

Do not approve the program

CONFORMITY TO CITY POLICY:

City Council is required to approve all fees charged by the Parks and Recreation Department.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Parks and Recreation Advisory Commission recommended approval

FINANCIAL IMPACT:

X Operating

X Revenue

Capital

Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		3,226.85		
Encumbered / Expended Amount				
This item				
BALANCE		3,226.85		

Fund(s): Community Enrichment Fund 4720; Plaques and Memorials

Comments: The revenue generated through this program will be a pass through for expenses for trees, benches and plaques. We do not anticipate excess revenue for this program.

RECOMMENDATION:

Staff recommends the City Council approve the proposed program.

LIST OF SUPPORTING DOCUMENTS:

Ordinance, Attachment - Program brochure