



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)
TREE COMMITTEE
(Commissioners Craig, Herrera, Mickles, Chair)
September 14, 2011, 6:00 p.m.
Municipal Center - 421 Main Street, Conference Room 2

Materials related to an item on this Agenda are available for public inspection in the Park Division Office at 965 Fir Street during normal business hours or online at <http://www.chico.ca.us/>.

1. CALL TO ORDER

- 2. REGULAR AGENDA** - All items listed under the Regular Agenda are in the order which is believed are of interest to the public or which require Committee action at this meeting. The items will be considered in the order listed unless the Committee members request a change. Any person may speak on items on the Regular Agenda.

2.1. REVIEW AND DISCUSSION OF A MEMORIAL TREE DONATION PROGRAM.

- Staff is requesting guidance from the Tree Committee for the creation of a Memorial Tree Program for the City of Chico. The Committee will review programs from other cities and then staff will draft language that will be provided to the Policy Advisory Committee, which is currently updating and revising the Park Division's Donation policy.

3. BUSINESS FROM THE FLOOR

Members of the public may address the Committee at this time on any matter not already listed on the agenda; comments are limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.

4. ADJOURN

Adjourn to the next regular meeting tentatively scheduled for 10/12/11 at 6:00 p.m. in Conference Room 2, Chico Municipal Center building (421 Main Street, Chico, California).

Distribution: BPPC



Please contact the Park Division Office at (530) 896-7800 if you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation. This request should be received at least three working days prior to the meeting.



Tree Committee Report

Meeting Date 09/14/11

DATE: 9/09/11
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Denice Britton, Urban Forest Manager
SUBJECT: Review of a New Tree Donation Policy

RECOMMENDATION:

Staff recommends the Tree Committee review and consider a new Memorial Tree Donation policy. Staff and the Policy Advisory Committee (PAC) members will develop further information and draft a policy for Commission consideration. Staff anticipates several meetings before the item comes back to the BPPC for review and adoption.

BACKGROUND

In June 2004, the BPPC approved a formal Policy for Memorial/Dedication/Recognition Opportunities Within Bidwell Park (referred to as the "donation policy"). It was included in the 2008 Bidwell Park Master Management Plan (BPMMP) as Appendix M (see Attachment A).

According to the BPMMP, Appendix M City of Chico Bench Policy M-1 (a), the goals and objectives of the program are as follows:

- 1) To strike a balance between meeting the needs of all park users while also protecting the park environment and eco-systems;
- 2) To raise funds dedicated to the maintenance of existing facilities and to build and maintain new facilities;
- 3) To provide opportunities to individuals, groups and/or organizations desirous of donating funds to the park for memorials/dedications/recognitions.

REPORT IN BRIEF

At its 07/21/11 meeting, the Policy Advisory Committee reviewed and discussed items concerning the Park Division's donation policies. The Committee has been tasked with a full review of the policy with an eye for revision and updating it to meet the current needs of the Park Division. Staff is also interested in establishing a method for donations to the Urban Forest/Street Tree Division for Memorial Trees. Staff is suggesting a policy that allows for donations to the forest as a whole, rather than a specific tree to avoid a large number of plaques, etc.

The Policy Advisory Committee would appreciate some for guidance from the Tree Committee in regard to donations for memorial trees within Bidwell and other Parks, as well as the street tree program. Since there is no policy within the BPMMP for street tree donations, staff has researched other programs and has included the information in attachments.

Staff anticipates that several meetings might be needed to consider issues regarding a Tree Donation program and will then forward the Committee's suggestions onto the Policy Advisory Committee.

Attachments: Other Cities' Donation Programs

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Memorial Tree and Park Bench Donation Program

Thank you for your interest in a memorial donation to the City of Golden. The City of Golden Memorial Tree and Park Bench Donation Program allows you to dedicate a young tree or park bench to honor a friend or relative. The following is a description of the donation process.



Tree Memorials

After initial contact, the City Forester will make arrangements on site at the approximate memorial tree location and make tree species selection as appropriate. Trees must be at least 2" caliper at the trunk if a hardwood species or 6' in height if a coniferous species is selected.

After confirmation of location with donor, the City Forester will purchase the tree and provide a copy of the invoice to the donor. City staff will plant the tree at the agreed location and time and receive payment. Staff will also place a memorial tag on the permanent tree donation plaque located near the 8th Street entrance of the Golden Community Center.

Average cost per tree is \$300.



Tree and Bench Donation Program Application

If you have any questions regarding the program, please call the Marketing Department at (617) 635-4505.

All applications are reviewed for appropriateness and subject to approval. Please type or print legibly.

1. Applicant Information

Name _____ Phone _____
 Address _____ Fax _____
 City, State, Zip _____ Email _____

2. Donation Information (Please indicate the donation type – If tree, indicate desired tree species, BPRD will accommodate request if possible)

New Bench Existing Bench Park Tree Street Tree Tree Species: _____

3. Desired Location Information (Indicate the desired location: Park name and neighborhood – or – Street address and neighborhood)

4. Donation Amount (Please see the reverse side for the current donation levels)

Neighborhood Park Flagship Park Corporate Donor Street Tree \$ _____

5. Plaque or Commemorative Card Text

(Maximum of 60 characters for bench plaques and 90 for tree plaques – reviewed for appropriateness and subject to approval)

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1																														
2																														
3																														

Line 3 for Park Trees' plaques only

6. **Payment:** The Fund for Parks and Recreation is a 501.c.3 tax-exempt charitable organization. Donations to the Fund are tax-deductible. Please make your **check** payable to: "The Fund for Parks and Recreation" or for **Master Card or Visa** payment please contact the Marketing Department at (617) 635-4505.

7. **Please return this form and your payment to:**
 Boston Parks & Recreation Department
 1010 Massachusetts Avenue, 3rd Floor
 Boston, MA 02118
 Attn: Tree and Bench Donation Program

8. I have read, fully understand, and agree to abide by the Tree and Bench Donation Program Policy (on reverse).

My signature below indicates that I have read this document in its entirety, and understand that:

- A. The Department makes all final decisions, including but not limited to availability, bench location, bench style, tree location, and tree species.
- B. All language used on recognition plaques and commemorative cards is subject to approval.
- C. As a tax-deductible donation, all donated items are the property of the City of Boston Parks and Recreation Department, and will be maintained according to Department policy and priorities.
- D. At the end of the dedication period, the donated item will be available for renewal with the first right of refusal given to the original donor.

renewal

Signature of Donor: _____ Date: _____

OFFICIAL USE ONLY:		GPS Location Data: _____	
Parks Marketing:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Parks Commission Design Review Staff:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
Parks Finance:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		
Director of External Affairs	Date	Design Review Staff	Date
Notes:		Notes:	
Finance Director	Date	Finance Director	Date
Notes:		Notes:	
Date Installed:	Installed By:	Notes:	

Boston, MA



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RESTORE & IMPROVE *your parks*

Seattle Parks FOUNDATION

Tree Program

New trees make great gifts! Choose from two options:

Adopt-a-Tree (\$250): adopt a mature tree in a Seattle park; tree adoption certificate provided.

Any Park (\$200): plants a tree anywhere in Seattle, location not tracked.

Park-Specific (\$750): plants a tree in a known location you can visit for many years to come.

Tree Program Support: A gift of any amount for Tree Program Support will be used for ongoing planting, watering, and maintenance of Seattle's trees.

Bench Program

Donate new benches, or refurbish existing benches. Park bench dedications have a life-span of 15 years for new benches and 10 years for refurbishments. (See back for bench form.)

Yellow Swing Program

These ADA swings allow a wide range of users to sit deeply in the seat & use gravity to hold the user comfortably in place. The high back supports users with weak or no back & neck strength.

Picnic Table Program

Dedicate and refurbish an existing picnic table to enjoy the park with the whole family. Picnic table dedications have a life-span of 10 years for refurbishments. (See back for bench form.)

Annual Fund Support

Help us continue to improve and expand Seattle's parks and green spaces. Since 2001, we have completed 30 park projects with the generous support of people like you.

Gift	In Honor Of	Donation Amount
Adopt-a-Tree		\$250
New Tree in Any Park (any location)		\$200
New Park-Specific Tree (known location)		\$750
Tree Program Support		Any amount
Standard Park Bench (Refurbished)		\$2000
Standard Park Bench (New)		\$3000
Olmsted Legacy Bench (Refurbished)		\$3200
Olmsted Legacy Bench (New)		\$5350
Green Lake Olmsted Bench (New)		\$5000
Fixed Picnic Table (Refurbished)		\$3500
Annual Fund Support		Any amount
Yellow Swing Program		\$750
		TOTAL \$

- My check for \$_____ is enclosed My company's matching gift form is enclosed
 Visa MasterCard American Express Discover
 Please send me information on how to donate stock

Donor Name
Address
City, State ZIP
Daytime Phone
Email

Card Number
Expiration Date
Name on Card
Signature

Send Commemorative Card to (for Tree Gifts Only)
Name
Address
City, State ZIP

Seattle Parks Foundation
 105 South Main Street #235
 Seattle, WA 98104
 206.332.9900 x16
 bench@seattleparksfoundation.org
 tree@seattleparksfoundation.org
 www.seattleparksfoundation.org

Seattle, WA

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[UC Berkeley](#) > [Guidelines for Responding to Death](#) > Donations/Gifts/Tree Planting

Donations/Gifts/Tree Planting

People often want to do or give something when someone dies. There are a number of ways to memorialize a colleague, such as planting a tree, setting up a scholarship or endowment, establishing a UC Berkeley memorial fund, or donating to a cause of the family's choice.

The family may set up a donation and communicate this to the campus coordinator, who can communicate this to interested colleagues.

UC Berkeley's [landscape architect](#) can arrange to plant a tree in honor of the deceased. Benches or markers can also be purchased to honor the dead, though this is not encouraged for logistical reasons. The following link will take you to the web page for Space Management and Capitol Programs. From their main web page, follow their policy link to view their policies on [memorial trees, dedicated benches, and markers](#).

The campus [Development Office](#) can also develop a memorial fund. If you have decided to establish a memorial fund at the university, you may want to include that information in the obituary. Family and friends should be instructed to send checks to the UC Berkeley Foundation in memory of the deceased. The family can then choose to name the fund for purposes of the obituary notice. Checks should be marked "in memory of _____" and mailed to University Relations, 2440 Bancroft Way, Berkeley CA 94720-4200. The purpose of the fund need not be finalized at this time. This will give the family flexibility to consider various options once all funding has been received.

[\[Home\]](#) [\[Site Index\]](#)

The [Guidelines for Responding to Death](#) have been prepared at the request of the Chancellor by a campus workgroup made up of staff, student, and faculty representatives.

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