

## General Policy

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Two separate items are included in this program: engraved park benches and new trees with a plaque. The fees include all costs associated with purchasing, customizing, shipping, and installing all components. These fees will be reviewed occasionally to check for cost increases and adequate coverage.

In order for this program to be administered by staff in a fair and equitable manner, the following criteria are established for both options:

- Only individuals may be honored on a memorial (no businesses, groups, or organizations) who are currently residents or had at one time resided in Mint Hill.
- The honoree(s) may be living or deceased.
- More than one person may be honored on a single bench or plaque as space allows.
- Benches and trees may be placed at either Wilgrove Park or Veterans Memorial Park, as space permits. The applicant will be provided with a map of available locations for their bench or tree. Staff will approve the final location taking into consideration the donor's preferences, suitability of the site, and aesthetic and functional integration with the park. These memorials will not be placed in or near the North Carolina Korean War Memorial.
  - Benches will generally be located along pedestrian pathways and other areas frequented by park visitors. The location of a memorial bench may be moved at staff's discretion to best suit the needs of the park.
  - Trees will be planted in areas suitable for healthy growth and no interference with utilities, access to park features, sight lines, or other functions of the park.
- Fees paid for a bench or tree do not entitle ownership to the donor. The Town will retain ownership and maintenance responsibility for the life of the item. Benches and trees shall become part of the park's asset inventory and managed per the park's rules and ordinances (i.e. no modification/alteration, misuse, or vandalism of the item, etc.).
- Outside of any warranty period offered by the manufacturer, the Town will not be responsible for replacement of any item in the event of damage (accidental or vandalism) or aging. If an item cannot be repaired, maintained, or otherwise kept in good functional and aesthetic condition by staff, the item will be removed from the park. An attempt will be made to notify the donor of the removal and a replacement may be purchased per the current policy.
- Town staff shall retain final approval authority of bench and plaque wording. Wording of a provocative nature such as profanity, advertisements, and political statements will not be permitted.

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## Memorial and/or Recognition Benches

Benches shall be of the type specified below, or an approved equivalent in the event of no availability of the specific type. Installation will include a concrete pad poured underneath the bench.

- **Brand/Type:** The brand and model shall be “Champion Memorial Bench Premium Wood Grain” or approved equal. It shall feature durable recycled plastic boards, 6’ length, direct embedded mount, teak color wood grain textured boards, and black metal bases.



- **Engraving:** Three boards will be available for engraving in a recessed black font. The boards may be engraved with the donor’s choice of words and must include the honoree’s name(s). A maximum of 32 characters (including spaces) may be used on each board. Town staff shall retain final approval authority of the wording.



- **Installation:** After receiving payment, staff will coordinate final location and wording with the donor. Due to the customization of the engraving, there will be some lead time with ordering. Benches will be installed year-round as workload permits. Staff will notify the donor once installation is complete.
- **Cost:** \$1,500

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## Memorial and/or Recognition Trees

Trees shall be of the type specified below, or an approved equivalent in the event of no availability of the specific type. Installation will include a mulched ring around the perimeter of the tree base.

- **Tree Species:** The donor may choose from one of the following three tree species options. Town staff will have final approval authority of the species type based on the donor's desired location and the suitability of the site for the chosen species. The tree will be 15-gallon nursery-grown, approximately 2-3" in caliper diameter. The Town shall warranty the tree for a period of two (2) years. If the tree dies within that period, the Town will replace the tree. If replanted, the location of the tree may be moved at staff's discretion to maximize the tree's health and survivability.

### **"Thundercloud" Ornamental Plum**



Decorative, flowering ornamental tree which produces white/purple flowers in the spring and dark purple leaves through the summer.

### **"Sunset" Red Maple**



Hardwood tree that thrives in our region and produces green leaves with some red edges through the spring/summer and vibrant orange/red color in the fall.



### "Natchez" Crepe Myrtle



Decorative flowering tree that produces small white flowers throughout the spring/summer and vibrant orange/red leaves in the fall.

- **Plaque:** A 9" wide by 6" high cast bronze ground-mounted plaque will be placed at the base of the tree. The plaque will feature a maximum of six (6) lines of text at the donor's choice and must include the honoree's name(s). Each line may have 20 characters including spaces. Town staff shall retain final approval authority of the wording.



- **Installation:** Trees will be planted during optimum planting conditions, typically October through March. Requests received outside of that timeframe will be scheduled for the next planting season. After receiving payment, staff will coordinate final location and wording with the donor. Due to the customization of the plaque and dependency on local nursery stock, there will be some lead time before installation. Trees will be planted and the plaque installed at the same time. Staff will notify the donor once installation is complete.
- **Cost:** \$450