



PARKS AND RECREATION COMMISSION AGENDA REPORT

MEETING DATE: MARCH 24, 2004

ITEM NUMBER: 6a

SUBJECT: DONATION OF MEMORIAL TREE AND PLAQUE

DATE: MARCH 8, 2004

FROM: ADMINISTRATIVE SERVICES DEPARTMENT/RECREATION DIVISION

PRESENTATION BY: JANA M. RANSOM, RECREATION MANAGER

FOR FURTHER INFORMATION CONTACT: AMY KUCHTA, 714-754-5065

RECOMMENDATION

It is recommended the Parks and Recreation Commission accept the donation of a tree and plaque from the Costa Mesa Community Foundation to commemorate the 50th Anniversary of Incorporation of the City of Costa Mesa.

BACKGROUND

For the past year, the City has celebrated its 50th Anniversary of Incorporation with various community events themed "CostaMazing". On June 30, 2004, the year-long CostaMazing celebration will end with a closing ceremony and presentation of a time capsule to the Costa Mesa Historical Society. As part of the closing ceremony, the Community Foundation, a co-sponsor of the Celebration, is requesting that a memorial plaque and tree be placed in the Civic Center complex.

ANALYSIS

City Council Policy 800-4 outlines the requirements for accepting donations of commemorative trees and plaques. The Foundation's request meets the requirements of the Council Policy (Attachment 1). The Foundation is requesting a plaque approximately 8" by 10" (Attachment 2) mounted near the donated tree. Staff is recommending a Coast Redwood, the California State tree, which is on the approved park planting tree palette. The CostaMazing Committee is working with the Public Services Department to determine the location of the tree and plaque.

ALTERNATIVES CONSIDERED

The Commission could deny the request of the Community Foundation.

FISCAL REVIEW

The Community Foundation will pay the cost of the tree and plaque.

LEGAL REVIEW

No legal review is needed for this item.

CONCLUSION

It is recommended the Parks and Recreation Commission accept the donation of a tree and plaque from the Costa Mesa Community Foundation to commemorate the 50th Anniversary of Incorporation of the City of Costa Mesa.

Jana Ransom
Recreation Manager

Steve Hayman
Administrative Services Director

Amy Kuchta
CostaMazing Coordinator

Attachment 1 [Council Policy 800-4](#)
Attachment 2 [Proposed Plaque Design and Wording](#)