

**CITY OF DANA POINT**  
**AGENDA REPORT**

Reviewed By:	
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**DATE:** FEBRUARY 19, 2008

**TO:** CITY MANAGER/CITY COUNCIL

**FROM:** KEVIN EVANS, DIRECTOR OF COMMUNITY SERVICES AND PARKS  
BRIAN McCLURE, PARKS MANAGER

**SUBJECT:** APPROVAL TO HIRE A CONSULTANT TO DEVELOP CONCEPTUAL DRAWINGS AND PREPARE COST ESTIMATES TO CREATE A MEMORIAL WALKWAY AT PINES PARK

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**RECOMMENDED ACTION:**

That the City Council (1) approves hiring a consultant to develop conceptual drawings and prepare cost estimates to create a Memorial Walkway at Pines Park and (2) authorize the City Manager to enter into a contractual agreement with RJM Design Group.

**ISSUES:**

The City of Dana Point receives numerous requests annually from residents and guests wishing to honor their loved ones with a memorial bench, tree, or park equipment. These requests have created a management and aesthetic concern for the public and staff. As a result of the number of requests filled, Pines Park and other parks in the system have become inundated with park benches and trees that have limited the amount of usable public space. The City has placed a moratorium on the addition of park benches, tables, trees, and equipment as memorial tributes. Staff is looking into alternative solutions to create a mechanism that would allow the public to honor a loved one and keep the parks open.

**BACKGROUND:**

In August 1996, City Council approved a policy to permit any individual, group, or agency that wish to donate a piece of equipment, such as a bench, picnic table, bike rack, playground equipment, or a tree to submit their request in writing to the City Manager.

In September 2003, the City Council voted to suspend policies #112 and #113 regarding the donation of park equipment and trees. Council further recommended that staff evaluate the fiscal impact of indefinite maintenance, the feasibility of the policies, and the possibility of creating an area to appropriately display all present, past, and future plaques.

**DISCUSSION:**

Since the moratorium, the City has received numerous inquiries from the public requesting to purchase trees, benches, playground equipment, etc. in memory of loved ones. In addition, some of the existing memorial park benches are older and in need of repair or replacement.

In many cases through park development, the replacement of equipment and/or benches places a huge burden on staff to insure that those areas dedicated to loved ones are maintained. This new concept would create a mechanism by which the city could design a memorial walkway and an appropriate piece of public art at Pines Park to provide a permanent place of honor for individuals who have been recognized by their families and/or friends.

With this new area, individuals that have contacted the city regarding options available to recognize family members or friends could do so now rather than wait on a list until a bench, tree, or equipment option becomes available. The walkway would also provide the opportunity to add more names in the future as the need arises. Staff would focus on the lower terraced area behind the park and below the bluff top so as not to impact Coastal views and to create a place for quiet reflection.

**STRATEGIC PLAN IMPLEMENTATION:**

In compliance with the Strategic Plan Initiative to provide open space, parks, recreational facilities, greenbelts and trails. To identify needs/opportunities, to enhance, expand and beautify existing areas and to actively seek new parks, open space and green belt areas.

**FISCAL IMPACT:**

Staff is recommending that their effort be funded from the Reserve for Service Enhancement Fund in an amount not to exceed \$10,000.