



## **Parks & Cemeteries Gifts and Memorials Catalog**



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# Our Mission

The mission of the City of Klamath Falls Parks and Cemeteries Division is to plan, develop and maintain safe facilities and programs for the health, pleasure and educational use of the community and its visitors.



## Policy for Gifts and Memorials

The beauty of our parks and the recreational opportunities they offer enrich the City of Klamath Falls. The City respects the desires of individuals to commemorate special events or the lives of loved ones. We also recognize the desire of other community members who visit public places to not be burdened with a constant reminder of death through many memorial plaques. While gifts and memorials may enrich a park experience for park users, park space itself is a very precious commodity. The City considers some open spaces in our parks as complete, offering an unrestricted setting to encounter a wide range of experiences. It is the responsibility of the City of Klamath Falls Parks and Cemeteries Division to preserve the open, tranquil quality of Klamath Falls' parks. The goal of this policy is to ensure that space available be used for park or cemetery improvements that support the mission of Division while accommodating the

desires of the public. A thoughtful review process is provided to encourage gifts and donations that:

- Cover the total cost of a project.
- Are sensitive to all park users.
- Are sensitive to the design standards required for public spaces, and
- Are sensitive to the long-term cost of maintenance & distribution of maintenance funds.

Any party wishing to locate a gift, memorial or tribute in a Klamath Falls park should contact one of the City's Parks and Cemeteries Division Superintendents for a consultation on the review and acceptance process.

### **Policy Objective**

Any new gift or memorial will enhance a park or cemetery without hindering the quality of the open space. Those interested are encouraged to work with City staff to determine how a gift or memorial can enhance the experience of park users as well as meet the needs of a donor.

Requests to honor groups or organizations will be evaluated using the approval criteria established in this document. At their discretion, Parks and Cemeteries staff, and/or the Parks and Cemeteries Advisory Board and City Council may consider additional factors in evaluating such requests. Potential donors to the City of Klamath Falls parks system, as well as those wishing to honor the contributions of a particular organization, are encouraged to make park amenity donations through the City's *Parks & Cemeteries Gifts and Memorials Catalog*. This policy also provides a method for defining the total cost of a gift or memorial and establishes a method through which donors upon review may be asked to include a minimal cost of design review, project coordination, construction oversight and part of the cost of ongoing maintenance, for significant donations.

Placing wreaths, flowers, etc., at memorial sites will not be permitted without special permission from a Parks Superintendent, and will be limited to specific community ceremonies or events.

### **Review Process**

As donations and memorials vary greatly in their impact on parks, the review process should be tailored according to the proposal's complexity. Process criteria for the donation of typical park amenities, as identified in the *Parks & Cemeteries Gifts and Memorials Catalog*:

- The Sponsor meets with a Parks and Cemeteries Superintendent at the earliest possible time to discuss the review process for the specific proposal.
- City staff considers land use requirements, legal requirements, park design issues, safety issues, potential public concern, maintenance issues, recreational issues, etc.
- The proposal is reviewed against approval criteria included in this policy. The true cost of the proposal is estimated, if appropriate, at this stage of the proposal's development.
- A Parks Superintendent forwards a recommendation to the Parks and Cemeteries Advisory Board regarding the acceptance or denial of the park amenity.
- A letter will be sent to the donor informing them of the decision to approve or deny the amenity, giving instruction to the donor about the procedure to complete the project.
- If approved, Parks schedules, purchases and installs the product.

# Gifts & Memorials

Item	Price Range
	A number of our parks utilize fixed charcoal barbecues. Steel units are used and large group masonry units may be possible. As we continue to develop and improve existing green space, the need for additional units is constant.
Barbecue	\$250 - \$2,500
	Picnic tables are one of the staples in most of our parks. We are using a variety of styles. Most are steel framed with specially coated table tops and bench seats. We are constantly asked to place additional units in numerous locations.
Picnic Table	\$560 - \$1,600
	Benches are a popular fixture in our parks and along our growing trail system. We maintain several styles that incorporate a variety of materials, including steel and recycled plastics in a number of colors and styles.
Bench	\$850 - \$1,500
	As park facilities are improved or added to, there is a need to install waste receptacles with lids. These units will reduce overturned barrels and improve the safety and quality of your park experience.
Waste Receptacle Unit	\$300 - \$750



Drinking fountains are a popular item in all of our parks and facilities. There are a number of new designs, styles and colors available. Many existing locations could be improved with the installation of a fountain.

Drinking Fountain

\$2,500 - \$4,500



Many of our Parks lack picnic shelters or existing ones need replacing. Our existing picnic shelters continue to get plenty of use. Most organized picnics prefer a fixed location with shade, tables, benches, barbecues, and sometimes a drinking fountain.

Picnic Shelter

\$7,000 – \$65,000



Opportunities exist to place new playground equipment in our neighborhood parks. There are many exciting new designs in playground equipment.

Playground structures and amenities must meet ADA and safety standards.

Playground Equipment

\$ 7,000- \$100,000



We're proud of the trees and plant materials that flourish in our parks and cemeteries. The need for replacement or new materials is constant. Approved memorial tree plantings are encouraged.

Trees and Plant Materials

\$100 – \$950



Granite benches are a permanent way to memorialize a loved one. Approved benches may be placed in a park or in one of our cemeteries. If memorialization is chosen either engraving or a bronze plaque attached to the bench is available at an additional cost.

Granite Bench

\$ 950- 1,800



Concrete tables are used in a number of settings where a picnic table is required to with-stand extreme use conditions or match existing designs. The need for these units is constant.

Concrete Picnic Table

\$ 1,900



## Other Projects

We are open to community suggestions regarding possible trail, educational display signs, plaques or “non-traditional” projects. The City and your organization can examine unique possibilities outside the normal scope of gifts and memorials. Don’t hesitate to contact the Parks and Cemeteries Manager to discuss your ideas.

Your support of our Parks and Cemeteries is greatly appreciated and remember your donation is tax deductible.



Yes, please sign me/us up for participation in the Parks and Cemeteries Gifts & Memorial program.

I/We are interested in funding the following: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

*Your Signature & Today's Date*

**Please Return Completed Form to:**

**City of Klamath Falls Parks Division, P.O. Box 237, Klamath Falls, OR 97601.**

**REMEMBER:**  
**Your Donations to the City of Klamath Falls are Tax Deductible.**