



PARKS, RECREATION, & NATURAL RESOURCES COMMISSION

Date: March 9, 2020
 Time: 6:00 PM
 Location: Common Council Chambers,
 3rd Floor, City Hall

AGENDA ITEMS

Item	Voting Item?	Presenter(s)	Time Allotted
(1) 6:00 PM Call to Order 1.1. Statements from the Public 1.2. Commission Response 1.3. Agenda Review, additions/changes	No	Chair, Monika Roth * We will adjust time if needed	15 Mins
(2) 6:15 PM Presentation – Ithaca Children’s Garden Expansion plans	No	Erin Marteaal, Executive Director	20 Mins
(3) 6:35 February 10, 2020 minutes – review / approve	Yes	All	10 Mins
(4) 6:45 PM Staff reports	No	Jeanne Grace and Jim D’Alterio	15 Mins
(5) 7:00 PM Old Business 5.1. Town of Ithaca Deer Management Program in Six Mile Creek, has it started, any update? 5.2. Memorial Policy will go to BPW on Tuesday March 17, last meeting canceled 5.3. Art in Parks Policy development update 5.4. Tree Retention Policy update – info gathered from other municipalities with such a policy 5.5. IURA Grant submitted –review proposed projects 5.6. Park Signage timeline for installation 5.7. Six Mile Creek Feasibility Study update 5.8. County grant application for Parks – due on April 2 - prioritize project ideas from last meeting <ul style="list-style-type: none"> Creating a trail from Cliff Street down to Cass Park is very steep. Look at master plan to see recommendations. Suggested a sand volley ball court at Cass Park. Lighting improvements, benches and/or picnic tables at Washington Park. New back stop at Auburn Park, estimate from Whitmore Fence was \$5000. http://tompkinscountyny.gov/files2/planning/community%20planning/Municipal_Grants/4.%202020%20Guidelines-Parks%20and%20Trails%20Grants.pdf –	Yes	Jeanne Grace Monika Roth and Tyler Moeller Mark Darling, Emily Cotman Jeanne Grace Jeanne Grace Jeanne Grace, Ellen Leventry Monika Roth Jeanne Grace, Jim D’Alterio, Scott Freyburger, Mark Darling, Monika Roth	20 Mins
(6) 7:20 PM 2020 New Business 6.1. Natural Areas Manager position, strategy for position development, set timeline 6.2. Green New Deal – how to stay updated?	No	All	10 Mins
(7) 7:30 PM Environmental reviews	No	Tom Shelley, Dan Hoffman, Scott Freyburger	15 Mins
(8) 7:45 PM Member Announcements	No	All	10 Mins
(9) 7:55 PM Next meeting – Monday April 13, 2020	No	All	5 Mins
(10) 8:00 PM Adjourn			

The Parks, Recreation & Natural Resources Commission is charged with providing the Common Council, appropriate committees thereof, the City’s quasi-judicial boards, and staff with advisory research, public input, and analysis for matters related to the City’s parks & recreational facilities, natural areas, trees, waterways, and environmental impact.
 If you have a disability that will require special arrangements to be made in order for you to fully participate in the meeting, please contact the City Clerk at 274-6570 at least 48 hours before the meeting.
Out of consideration for the health of other individuals, please refrain from using perfume/cologne and other scented personal care products at City of Ithaca meetings. Thank you for your cooperation and understanding.

DONATION & MEMORIAL POLICY FOR CITY OF ITHACA PARKS AND NATURAL AREAS

A. Summary. This policy establishes the mechanisms by which monetary gifts to City of Ithaca parks and natural areas, shall be accepted by the City. Donations covered by this policy encompass the installation and maintenance of structures, amenities, plants, and other features as deemed necessary for enhancing City parks, natural areas, and the City Cemetery.

B. Purpose. In accordance with New York State General City Law § 20(3) and the existing City of Ithaca Solicitation and Gifting Policy, the City is prohibited from soliciting donations but may choose to accept donations. With this policy, the City will accept donations for parks, natural areas, and the cemetery subject to the guidelines outlined below. This policy is intended to:

- 1) Provide a standardized process for members of the community who wish to make a donation or establish a memorial.
- 2) Ensure donations, especially for new memorials, structures, amenities, plants or other features, will benefit City parks and natural areas.

City parks, natural areas, and the cemetery are managed by the Parks and Forestry Division of the Department of Public Works (DPW) except for Cass Park which is managed by the Ithaca Youth Bureau (IYB). Policies and procedures for City parks and natural areas are established and overseen by the Board of Public Works, subject to Common Council Review. The Parks, Recreation and Natural Resources Commission (PRNR) provides advice and public input to the Board of Public Works and the City on matters pertaining to parks and open spaces and their access and use by the public.

C. Establishment of a Dedicated Account for City Parks, Natural Areas, and Cemeteries.

In order to ensure that unrestricted and memorial donations made under this policy are used solely for the benefit and improvement of City parks, natural areas, and the cemetery, a dedicated account will be created where all unrestricted and memorial donations will be directed, and used as deemed appropriate by the City DPW/IYB staff for the installation and maintenance of new memorial structures, amenities, and plants and for the general maintenance and improvement existing infrastructure and amenities in City parks, natural areas, and the cemetery.

D. Donation Guidelines.

I. General Donations: The City of Ithaca accepts unrestricted gifts of \$100 and greater to be used for the general purpose of improving and maintaining City parks, natural areas, and the cemetery. Unrestricted donations are used at the discretion of City DPW/IYB staff overseeing parks, natural areas and the cemetery, and are directed to areas of greatest need.

II. Memorials: Memorial gifts will be accepted for specific items and amenities pursuant to their necessity and suitability. Requests for memorial installations shall be selected from the on-line registry listing of items needed in each park or natural area as determined by DPW/IYB staff. The registry of items with prices can be found on the City website or provided to donors by staff upon request. Memorial donations cover the cost of materials, installation and maintenance for a period of 10 years, at which time a memorial may be renewed.

- a. **Memorial Tree Donation:** The establishment of a memorial with a new or existing tree in a City park, natural area, or cemetery will be created with a donation for a new tree or for existing tree. The memorial tree will be maintained for ten years. After 10 years, the memorial may be renewed with an additional donation and be maintained for an

additional 10 years. Should the tree perish within the ten-year period, the tree will be replaced no more than once. Donors may request the tree's location from the registry list on the City website, but the City staff retains final discretion over the specific location of memorial tree and may propose an alternative location based on where a tree is most needed. A plaque or tag will be placed on or near the memorial tree.

- b. **Memorial Bench Donation:** The establishment of a memorial with a new or existing bench and plaque in a City park, natural area, or cemetery will be created with a donation for a new bench with plaque or for an existing bench with plaque. The bench and plaque will be actively maintained for ten years. After 10 years, the memorial may be renewed with an additional donation and be maintained for an additional 10-year period. Donors may request the bench location from the registry of sites on the City website, but the City retains final discretion over the specific location of memorial bench and may propose an alternative location based on need.

E. Donation Procedure. An application form found on the City website or requested from staff, must be submitted for all donations. Donors will specify donation type: unrestricted donation or memorial donation for a tree or bench, location preference (based on the registry listing of sites), and plaque wording. Forms must be received by September 1st for consideration and approval. Submitted forms will be reviewed by the PRNR Commission at its October or November meeting and make a recommendation for approval in consultation with DPW/IYB staff. Proposed donations will be presented to BPW for their review in November or December. The City retains final discretion to deny requests that are deemed unsuitable. Pending approval, donors will be notified and project details discussed with City staff in January. Project installation will be scheduled by staff, generally in the Spring after the application approval depending on the workload.

Once applications are approved and donors are notified, donation payment to the City must be received within 60 days of approval or no later than January 31 in order for a project to proceed in late winter/spring.

F. Policy Approval. This policy was prepared by the Parks, Recreation and Natural Resources Commission in consultation with staff from the Department of Public Works and Ithaca Youth Bureau. This policy was approved by the Board of Public Works on Month, Day, Year.

CITY OF ITHACA
PARKS, RECREATION AND NATURAL RESOURCES COMMISSION

March 2, 2020

To: City of Ithaca Common Council

From: Parks Recreation and Natural Resources Commission, Monika Roth, Chair

RE: Art in Parks

The PRNR Commission, at their last meeting on Feb. 10, 2020 discussed the approval process related to the two sculptures proposed for city parks. We feel that our concerns regarding the sculptures were not heard or adequately discussed by the Board of Public Works, PEDC and Council. There seems to have been a perception that PRNR endorsed the sculpture, but this is not the case. Following are questions we shared in December.

1. First, we are concerned about the lack of a **policy** for placing sculptures in Parks. Without such, there are no criteria for what is permissible or appropriate – scale, scope, how the sculpture enhances the park experience, materials, safety concerns, maintenance considerations, life space, etc.
PRNR has placed a high priority to draft a policy that we intend to submit to Council in late spring.
2. We understand that Community Life is charged with input on Public Art. PRNR has responsibility for matters impacting parks. As a matter of process when public art is proposed for parks, proposals should first be reviewed by PRNR as to appropriateness for park placement.
3. Public input – some residents in the Northside continue to feel their concerns were not heard by Council.
4. We do not feel the safety concerns and risk posed by the two sculptures have been adequately addressed. Both are attractive to climbing and with cement bases, could result in serious injury. We realize that matters of liability issues will be addressed in contracting with the artists, but since these projects have approval, our concern is that the contract negotiations will be biased towards the project, rather than the public.
5. We encourage Council members to respect the following provisional statement:

The Parks, Recreation, and Natural Resources Commission is in the process of developing a policy regarding the installation of art in City parks and natural areas. This policy is intended to:

- 1) Provide a standardized process for placement of art in a City park or natural area.
- 2) Ensure proposed art installations will benefit City parks and natural areas, with respect to the value that these places hold for members of the Ithaca community.

Until an Art in Parks policy has been approved, the Parks, Recreation, and Natural Resources Commission will neither consider nor endorse the installation of art in City parks and natural areas.

Thank you for honoring this statement and recognizing the purpose of our parks and natural areas.