



THE COUNCIL OF THE CITY OF BINGHAMTON  
STATE OF NEW YORK

Date: April 20, 2022

Sponsored by Council Members: Scaringi, Resciniti, Riley, Friedman, Burns, Scanlon, Strawn

Introduced by Committee: PW/Parks

**ORDINANCE**

*entitled*

AN ORDINANCE TO AMEND THE 2022 FEE  
SCHEDULE FOR PARK BENCH AND TREE  
DONATIONS

WHEREAS, the Commissioner of Parks and Recreation and Comptroller of the City of Binghamton find it proper and necessary to amend the 2022 City fee schedule, Appendix C, for park bench and tree donations; and

WHEREAS, a new park bench with plaque will be \$3,500; a new park bench without a plaque will be \$2,500; a new tree planting will be \$500; and adopting a tree will be \$250; and

WHEREAS, the park bench and tree donation program policy and application is attached.

NOW, THEREFORE, the Council of the City of Binghamton, duly convened in regular session, does hereby ordain as follows:

Section 1. That the 2022 City fee schedule, Appendix C, is hereby amended to add (i) a fee for a new park bench with plaque at \$3,500; (ii) a fee for a new park bench without a plaque at \$2,500; (iii) a fee for a new tree planting at \$500; and (iv) a fee to adopt a tree at \$250. The park bench and tree donation program policy and application is attached.

Section 2. That these fees will be deposited into budget line TC.688.TC008 (Other Liability-Park Bench/Tree Donations)

Section 3. That this Ordinance shall take effect immediately.

Introductory No. 022-76

Permanent No. 022-76

Sponsored by City Council Members:  
Scaringi, Resciniti, Riley, Friedman, Burns, Scanlon,  
Strawn

**AN ORDINANCE TO AMEND THE 2022 FEE  
SCHEDULE FOR PARK BENCH AND TREE  
DONATIONS**

The within Ordinance was adopted by the Council of  
the City of Binghamton.

4/20/22

Date

[Signature]  
City Clerk

Date Presented to Mayor

4/21/22

Date Approved

4/21/22  
[Signature]

Mayor

	Ayes	Nays	Abstain	Absent
Councilman Scaringi				✓
Councilwoman Resciniti				✓
Councilwoman Riley	✓			
Councilwoman Friedman	✓			
Councilman Burns	✓			
Councilman Scanlon	✓			
Councilman Strawn	✓			
<b>Total</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>2</b>

Code of the City of Binghamton

Adopted

Defeated

5 Ayes 0 Nays 0 Abstain 2 Absent

I hereby certify the above to be a true copy of the legislation adopted by the Council of the City of Binghamton at a meeting held on 4/20/22. Approved by the Mayor on 4/21/22. [Signature]



## DONATIONS TO BINGHAMTON PARKS

Thank you for considering the Parks and Recreation Department for your donation. We look forward to working with you.

The City of Binghamton Parks and Recreation Department provides the opportunity for members of our community to donate or dedicate trees, benches or other parks amenities within our park system. In order to allow for a coordinated and consistent program for soliciting and recognizing contributions, we have established the following guidelines. The guidelines were developed based on research on the best practices of similar agencies nationwide, the needs and resource capabilities of the Parks and Recreation Department and the desire of citizens to recognize loved ones through monetary contributions providing for specific lasting memorials.

The Parks Department will provide the plaque and determine the size, shape, and material.

The Parks and Recreation Department donation guidelines allow for several types of opportunities.

We encourage citizens to contact the Department to discuss ideas for locations of trees, benches and other amenities, however final locations will be dependent on the needs of the department and planning processes already underway.

### **Donations will be accepted in the following categories:**

- **Tree Donations:** Donations will be accepted in the form of new or existing tree plantings in City Parks. No plaques will be installed at the base of or on the tree when the tree is planted.
- **Bench and Other Park Amenity Donations:** Donations for new or existing park benches will be accepted depending upon the location. A donor recognition plaque will be installed on new benches or the base of the bench depending on the park and site conditions.
- **General Park and Program Donations:** Donations for general park and recreation purposes are accepted and encouraged.
- **New or Existing Statues, Fountains, Plazas, Gardens, etc.:** Donations of statues, fountains, plazas, gardens, etc. may be accepted under specific circumstances. The Department will determine location and whether existing amenities can be dedicated.

## **General Park Donations**

**General donations** gifted to the Parks and Recreation Department will be acknowledged by a letter from the Parks Department. Funds generated by these donations will be used to best meet current needs of the Department as determined by the Commissioner. From time to time, the Department may be accepting donations for a specific project to benefit the Department. A list of opportunities for project-specific donations will be maintained and provided to those who express interest.

**New or Existing Statues, Fountains, Plazas, and Gardens etc.:** Donations which are large in scale are generally not encouraged. To the extent that projects of this nature are consistent with park planning processes they may be considered on a case-by-case basis. Donors may contact the Department to discuss their idea.

## **Binghamton Tree Program**

The Binghamton Tree Program provides individuals and organizations with the opportunity to honor people and commemorate special events by planting trees in City Parks within the City of Binghamton.

Trees may be donated by individuals in memory of a loved one, or to celebrate special events such as the birth of a child, or to observe a wedding. Other organizations may want to dedicate a tree as a living asset to the surrounding community.

Binghamton's extensive City Parks system is continually growing and trees are a great way to increase the beauty of our City and provide countless benefits to the community. Your contribution will be used to purchase trees to be planted in the Binghamton Parks system and the City Parks Department personnel will care for the trees. Contributions for one or more trees are gratefully accepted.

Although, we accept requests year round, trees will only be planted in the spring or fall to give the trees the best chance of survival. Through communication between the City Arborist with final determination by the Department and the contributor, an approved species will be chosen based on the desired planting site. Deciduous trees will be at least .5 inches in diameter and evergreen trees will be 5 to 6 feet in height.

Binghamton Tree Program contributors are always welcome to attend the tree planting. Please find attached more detailed guidelines on the tree and bench donation program. If you have any questions regarding the Binghamton Tree Program, please contact the Commissioner's Administrative Assistant at 607-772-7017.

## **Binghamton Park Bench Program**

We invite you to participate in our Memorial Bench Program. The program provides an opportunity to commemorate a special person or occasion with the placement of a bench that enhances our community's parks. Please find attached more detailed guidelines on the tree and bench donation program. Contact the Commissioner's Administrative Assistant for more information and to discuss options at 607-772-7017.



## **Tree and Bench Donation Program**

The Parks and Recreation Department of the City of Binghamton accepts donations to restore and improve Binghamton's renowned open spaces. You may also request that your donation be utilized to improve a specific park at the time of your donation. Trees and benches make great gifts to both your beneficiary and your favorite park. Best of all, your donation helps support parks citywide!

**Park Benches:** Donations for park benches are accepted depending upon the location. A donor recognition plaque will be installed on the bench or at the base of the bench depending on the park and site conditions.

**New Park Bench w/plaque:** \$3,500

**New Park Bench no/plaque:** \$2,500

**Park Trees:** Donations may be made for trees in most Binghamton parks depending upon planting space available. **No plaques** will be installed with tree donations

**New Tree Planting:** \$500

**Adopt a current tree:** \$250

### **Bench and Tree Donation Program Policy**

1. This policy is designed to enable residents and park users to support Binghamton parks through a contribution. Contributions may be acknowledged by a plaque if desired on BENCHES ONLY. The plaque is symbolic of the donation. It does not entitle the donor to ownership of the particular donated element.
2. Donation applications will be due by January 1<sup>st</sup> for summer installation and May 1<sup>st</sup> for fall installation. Due to the unpredictability of weather and staffing demands, we cannot guarantee a specific installation date within a given season.
3. Complete funding for the donation must be processed before the commencement of any work. The current donation levels are stated herein. These amounts are adjusted periodically.
4. A donation period will last 10 years. Within this time, the Department will replace, at no cost to the donor, a bench or plaque that has been stolen or damaged. The cost of any

subsequent replacement plaques or benches will be the financial responsibility of the donor and must be coordinated through the Department. New park trees will be replaced once within two years of the original planting date if deemed necessary by the Department. (Adopted trees will not be replanted)

5. After 10 years, the donated element will be available for renewal for the cost of a new donation with the first right of refusal given to the original donor. If the original donor opts not to renew, the donated element and plaque may be removed or rededicated at any time.
6. The Department retains the right to relocate a donated element and plaque at any given time. If an element needs to be relocated, the Department will attempt to contact the donor to discuss alternative locations: the Department will make the final determination.
7. For new park trees, the donor may request a specific tree species and or planting location, but the Department will make the final determination.
8. The donor may select a bench location from existing park bench locations. A new bench may only be installed in a new location with the approval of the Department. Plaque location, will be determined by the Department.
9. Plaque size and wording limits will be determined by the Parks Department based on currently available benches. Text is subject to the space approval of the Parks Commissioner.
10. The recognition plaque is not intended to serve as a memorial marker; **birth and/or death dates are not permitted.** Messages should be simple statements recalling the event or person recognized.
11. No logos of any kind are permitted on plaques.
12. Only tree and bench donations are covered by this policy. A donor requesting any other donation, dedication, or memorial shall apply to the Parks Commissioner.
13. This policy does not supersede the regulations or ordinances of City of Binghamton regulating authority.



# Tree and Bench Donation Program Application

If you have any questions regarding the program, please call the Department of Parks and Recreation at 607-772-7017. All applications are reviewed for appropriateness and subject to approval. Please type or print legibly.

**1. Applicant Information**

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

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

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**2. Donation Information (Please Circle)**

New Bench with plaque (\$3,500)

New Bench without plaque (\$2,500)

New Tree planting (\$500)

Adopt a Tree (\$250)

**3. Desired Park Location:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Proposed Text for Plaque**


**5. Payment:** Please make checks payable to “City of Binghamton”

**Please return this form to:**

Department of Parks and Recreation- Bench/Tree Donation Program  
38 Hawley Street  
3<sup>rd</sup> Floor  
Binghamton, NY, 13901

I have read, fully understand, and agree to abide by the Tree and Bench Donation Program Policy. My signature below indicates that I have read this document in its entirety, and understand that:

- A. The Department makes all final decisions, including but not limited to availability, bench location, bench style, tree location, and tree species.
- B. All language used on recognition plaques is subject to approval.
- C. All donated items are the property of The City of Binghamton Department of Parks and Recreation, and will be maintained according to the Department policy and priorities.
- D. At the end of the dedication period, the donated item will be available for renewal with the first right of refusal given to the original donor.

Signature of Donor: \_\_\_\_\_ Date: \_\_\_\_\_