

## Other Opportunities

### Memorial Bench Program

The Memorial Bench Program provides the opportunity for our community to honor a loved one, celebrate a special event in your life or honor a person or organization that has made a difference in the community through the purchase and dedication of a bench to be placed in a park or along a City trail. Bench sponsorship fee is \$1500 for a 6 foot bench with plaque in the backrest. The fee covers the cost of the bench, its installation and recognition plaque.

### Support Your Parks Program

- **Adopt-A-Park / Trail**
- **Be a Volunteer**

In order to enhance the quality of our parks and trails, the City of Highland Village Parks and Recreation Department encourages volunteers. Whether it is volunteering for litter pickup, reporting park maintenance needs, maintaining a flowerbed or volunteering a hand at any of our City sponsored special events there are a variety of volunteer opportunities waiting for you! These programs are designed to be fun and educational, to promote civic responsibility, community spirit and camaraderie, and to provide an opportunity to accomplish something positive for the community.

*For more information on these programs contact the Parks and Recreation Department by calling: 972-317-7430*

## *Thank You For Supporting The Memorial Tree Dedication Program*



1000 Highland Village Road  
Highland Village, TX 75077  
972-317-7430  
hvparks.com



## **City of Highland Village Parks and Recreation**

### *Memorial Tree Dedication Program*

Planting a tree in a City Park is a wonderful way to honor a loved one and also provides a gift to the whole community. Trees are planted in public parks and along trails so that citizens can enjoy the shade, beauty, and enjoyment a living tree provides. By planting trees, the community makes meaningful contributions by greening our City, improving air and water quality, reducing erosion, providing wildlife habitat and reforesting our parks for future generations.



## Memorial Tree Program Details:

A memorial tree can be planted for many occasions: in memory of someone who has passed away; in honor of a dedicated service member; to celebrate major milestones of life such as anniversaries, births, weddings, retirement or other special occasions.

Planting a memorial tree is a remembrance of the past and at the same time a renewing of life. It is a gift that can last through several lifetimes; truly a gift that keeps on giving.

Individuals and groups may initiate the memorial tree process by submitting an application to the City Parks and Recreation Department. Spacing requirements, irrigation, future park improvements and utilities may affect the final tree selection and location. Parks and Recreation Department staff will review each application and communicate with the donor to ensure acceptable results.

Tree donations and plantings shall be restricted to City parks, open spaces and other City-owned right-of-ways within the corporate limits of Highland Village, Texas.

All costs associated with the donation and planting of the tree(s) will be at the expense of the donor(s) unless otherwise approved in writing by the Director of Parks and Recreation.

Donors are not permitted to add additional plantings, flowers or decorations to the memorial's area. Memorial plaques are allowed at the individual's expense. The size of the plaque must be no larger than 4" x 8", located at the foot of the tree and surrounded/encased in concrete to secure the plaque. Memorial inscriptions are limited to who the tree is in honor/memory of, and the date of birth and death, or dedication. Additional inscriptions, religious symbols, and extraneous content are not permitted. The City is not responsible for the replacement of stolen or damaged plaques.

Trees must be on the City's approved tree list and must be a minimum of in 3" in caliper.

If the desired location of the tree planting is not in an area serviced by an existing irrigation system, the donor will be responsible for watering of the tree until the tree is mature and established.

Large trees will require staking and small trees may require protective fencing depending on the location of the tree. All staking or fencing must be approved in advance by the City to ensure public safety within the planting site.

A Certificate suitable for framing can be sent to the purchaser or honoree by the City at the donor's request.

## Memorial Tree Application:

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

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

City/State/Zip: \_\_\_\_\_

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

E-mail: \_\_\_\_\_

This tree is:  In Memory  
 In Honor  
 To Celebrate

Person / Event: \_\_\_\_\_

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

Requested location for the tree planting: \_\_\_\_\_

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

For park locations visit the Parks web site  
[www.vhparcs.com](http://www.vhparcs.com)

Proposed Tree(s): \_\_\_\_\_

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

Do you plan to place a memorial plaque:  Yes  No

Do you request a certificate of planting be sent?  Yes  No

If yes, mail to:

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

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

\_\_\_\_\_