TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER   DEPARTMENT: Management Academy

DATE: July 15, 2002   CMR:337:02

SUBJECT: PARK IMPROVEMENT ORDINANCE FOR IMPROVEMENTS TO THE MEMORIAL GROVE AT ELEANOR PARDEE PARK

RECOMMENDATION
With the consent of the City Manager, the Management Academy, Group I, of 2002 recommends that the Council approve the attached Park Improvement Ordinance for improvements to the Memorial Grove honoring the victims of September 11 at Eleanor Pardee Park.

BACKGROUND
Each year, the City of Palo Alto conducts a Management Academy to develop the management skills of City staff. One assignment of the Academy is for the participants to design a final project benefiting the community and reflecting a current community need.

This year’s Group I Management Academy has developed the following mission statement for its project:

In keeping with the values of the City of Palo Alto, the Spring 2002 Management Academy has chosen to enhance the setting of the September 11 Memorial Grove in Eleanor Pardee Park. In partnership with the community, the goal of the project is to further improve the grove as a peaceful, sustainable memorial to celebrate life, honor the victims of September 11, and benefit the public.

DISCUSSION
This project will enhance the setting of the existing Memorial Grove to honor the victims of September 11 that was dedicated at Eleanor Pardee Park in October of 2001. The project consists of four phases. The phases were established as a way to scale the project to correspond with the amount of funds that can be collected through the efforts of the Management Academy class. The phases will be done as funding allows. Each phase of this four-phase project will add a special, dynamic feature to the Memorial Grove.
The first phase will bring the colors of two annual flowerbeds. The flowerbeds will add an ever-changing color theme to the site. The first phase consists of a bed of annual flowers. The initial planting will be red, white, and blue begonias. This flowerbed can be changed out by the Parks Department as routine maintenance to the park. It will also have a drip irrigation system that is compatible with others used throughout the City.

Phases two and three will provide newly installed pathways and provide a comfortable place to sit on two new park benches. The second phase consists of a decomposed granite path from the Center Drive sidewalk to the memorial grove, a donated bench, and the permanent bronze memorial plaque to replace the temporary one presently on site. All decomposed granite will be of the same type and nature as that used elsewhere in the city, such as in the shaded areas of the Civic Center Plaza. The third phase consists of more decomposed granite path, and another donated bench.

The fourth and final phase is the labyrinth. The labyrinth of meandering pathways and small hedges is designed to allow a person to meditate and be at peace. The fourth phase will consist of a decomposed granite path in the form of a labyrinth with boxwood hedges to delineate the path. An Akebono cherry tree, similar to those at the Art Center, will be installed to shade the labyrinth. The boxwoods and the cherry tree will be irrigated with a drip irrigation system.

The group anticipates the rededication of the Memorial Grove honoring the victims of September 11 in the fall of this year. Information on how the public can participate in this project will be included in future versions of Frank’s Weekly Memo.

The Parks and Recreation Commission reviewed and approved this project at its June 25th meeting.

RESOURCE IMPACT
One of the conditions imposed by the Human Resources Department on the funding of the project was that the class participants could not fund the project themselves. As a result, the Public Relations/Fundraising Committee of the Management Academy 2002, Group I, has begun soliciting donations. Funding for this project will be obtained through outside sources. Therefore, a fund raising plan is underway. A number of local contractors have indicated their willingness to donate their expertise.

The Design/Approvals Committee has contacted a landscaping contractor who would like to do the installation work pro bono in hopes of submitting it for an industry award. The Installation/Logistics Committee has contacted Canopy about donating the Akebono
cherry tree and other assistance. One of the benches has already been donated and installed. The other bench will be donated soon. The City will supply the materials and installation costs for items that were already planned for the area such as a permanent plaque. There will be minimal time, effort, and money needed from the City for this project as it is being done as a community service.

The only long-term costs of the project are the maintenance and upkeep of the amenities installed, most notably the irrigation system. The benches, boulders, and annual flowers will add a very small increment to the Parks maintenance efforts at this location.

**POLICY IMPLICATIONS**
This recommendation does not represent any change to existing City policies.

**TIMELINE**
The Management Academy, Group 1, of 2002 will be holding a number of volunteer workdays and will invite the community to participate. A project “kick-off” event has been tentatively planned for September 11, 2002.

**ENVIRONMENTAL REVIEW**
This project is categorically exempt from the California Environmental Quality Act (CEQA).

**ATTACHMENTS**
Attachment A: Park Improvement Ordinance for Improvements to the Memorial Grove at Eleanor Pardee Park.

PREPARED BY: ____________________________
DEBRA JACOBS
Design/Approvals Committee Chair
Management Academy 2002, Group I

DEPARTMENT HEAD: ____________________________
STEVE SIMS
Project Manager
Management Academy 2002, Group I

CITY MANAGER APPROVAL: ____________________________
EMILY HARRISON
Assistant City Manager