

Request for Decision

Display Flower Bed Policy

Presented To: Policy Committee

Presented: Wednesday, Feb 17, 2010

Report Date Friday, Feb 05, 2010

Type: Managers' Reports

Recommendation

WHEREAS in recent years there has been a significant increase in the number of requests from local community groups and organizations to promote their organization/special event at one of the display flower beds.

THEREFORE be it resolved that Council of the City of Greater Sudbury approve the Display Flower Bed Policy and that the policy be implemented for the 2010 season.

Finance Implications

The City develops and maintains three (3) display flower beds. There is currently no cost to have displays prepared. The cost per flower bed is estimated at \$5,000.00 (plants and maintenance). It is recommended that a fee of \$500.00 be charged per flower bed to assist with offsetting the total cost.

Background

The City of Greater Sudbury Parks Services prepares and manages three (3) display flower beds annually. The flower beds are located as follows:

- Amphitheatre Parking Lot (circular bed) - East side of Paris Street
- Parking lot across from Amphitheatre (circular bed) - West side of Paris Street
- Copper Cliff (rectangular bed) - Corner of Balsam and Hwy 17 West

In recent years, there has been a significant increase in the number of requests from local groups and organizations for consideration to promote their organization / events at one of the display flower beds. The City does not have an allocation policy in order to assist with the final approval. A policy will assist staff in ensuring that deadlines are realized to order the plants on time and will provide criteria to be used in the selection process.

Recommended Policies and Procedures:

Signed By

Report Prepared By

Kevan Moxam
Manager of Parks Services
Digitally Signed Feb 5, 10

Division Review

Real Carre
Director of Leisure Services
Digitally Signed Feb 5, 10

Recommended by the Department

Catherine Matheson
General Manager of Community
Development
Digitally Signed Feb 5, 10

Recommended by the C.A.O.

Doug Nadorozny
Chief Administrative Officer
Digitally Signed Feb 11, 10

The display flower beds will be awarded as per the following criteria:

1. City of Greater Sudbury sponsored events, with initial preference given to events with provincial or national significance.
2. Recognized community groups/organizations celebrating significant anniversaries.
3. Recognition of various community, volunteer, not for profit, charitable groups.

The display beds locations will be allocated in priority based on the following locations:

- Amphitheatre Parking Lot (circular bed) – East side of Paris Street
- Parking Lot Across from Amphitheatre (circular bed) – West side of Paris Street
- Copper Cliff (rectangular bed) – Corner of Balsam and Hwy 17 West

The application process will include:

- Applications are available at the Park Services Administrative Office located at 310 Brebeuf Avenue, at any Citizen Service Centre or online at www.greatersudbury.ca
- Completed applications to be returned to the Parks Services Administrative Office by no later than October 1st of each year.
- Applications must include a color copy of the official logo and or design requested.
- Manager and or his/her designate will review applications and advise successful applicants by early December.
- Parks Services will complete the approved flower bed by June (weather permitting).

Application fee:

The cost per flower bed is estimated at \$5000.00. The cost includes the purchase of plants along with the annual maintenance cost. In the past, there has been no charge to the successful applicant. As part of the recommended policy, a fee of \$500.00 is recommended to be charged per approved organization. The fee represents 10% of the cost of preparing and maintaining the flower bed display.