

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: October 27, 2025

FROM: Adam Hamric, Assistant Town Administrator

SUBJECT: Resolution 2025-44 - A Resolution to Establish a Commemorative Park Bench Program

INTRODUCTION:

This policy will allow individuals, families, and organizations to sponsor park benches in Town-owned public spaces as a meaningful tribute to loved ones, community members, or others who have made a positive impact on Collierville. The program is designed to enhance community engagement, improve park aesthetics, and provide a recognition opportunity within public parks and trails.

BACKGROUND:

Public parks, trails, and green spaces play a crucial role in promoting recreation, reflection, and community gathering in Collierville. Many residents and visitors are familiar with the 1990s-era wagon wheel benches scattered throughout Town, which include commemorative plaques honoring individuals. Since the wagon wheel bench installations, there has been no formal bench sponsorship program in place for many years. The establishment of the Commemorative Park Bench Program addresses this gap by providing clear guidelines, standardized procedures, and a structured application process for sponsorships. This ensures consistency, durability, and aesthetic harmony across all public spaces while continuing the tradition of community recognition initiated by the original wagon wheel benches.

DISCUSSION:

Resolution 2025-44 establishes the program under the administration of the Parks Maintenance Division within the Public Works Department, supervised by the Public Works Director and the Parks Director, and under the direction of the Town Administrator or designee. The Commemorative Park Bench Program allows individuals or organizations to sponsor benches in designated public areas. The Town will select appropriate locations and standardize bench styles to ensure safety, durability, and aesthetic consistency. Each bench will include a plaque with the honoree's name and relevant dates, reviewed for guideline compliance but not implying Town endorsement. The Public Works Department will manage applications, installation, and routine maintenance. Sponsorships last for the bench's projected service life, with options to renew or reclaim plaques. Benches may be relocated or removed as needed for public purposes. Overall, the program balances community recognition with operational efficiency, park aesthetics, and ongoing maintenance considerations.

BUDGET IMPACT:

The Commemorative Park Bench Program costs are designed to be offset by the sponsorship fee, as established in the Town's fee schedule, therefore the program is not expected to have a direct negative impact on the Town's budget.

ATTACHMENTS:

[Resolution 2025-44.pdf](#)

PROPOSED MOTION:
To approve Resolution 2025-44.

Board Action: Motion By_____ Seconded By_____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						