



*Spearfish Parks and Recreation
Memorial Tree Program*

Updated January 2021

The Memorial Tree program will be administered by Spearfish Parks and Recreation Department under the direction of the Parks, Recreation and Forestry (PRF) Superintendent. Participation in the program is voluntary and subject to the discretion of the PRF Superintendent or his/her designee.

Description

The Memorial Tree Program is a way for members of the community or visitors to memorialize and honor the memory of a friend or loved one within the City of Spearfish park system. There are no eligibility requirements for participation.

Locations

A list of approved Planting Locations will be provided by Spearfish Parks and Recreation. Site specific considerations include proximity to permanent structures, appropriate distance from overhead powerlines and underground utilities, lines of sight, future development plans, park usage, soil type, etc.

Species/Size requirements

A list of approved Memorial Tree species will be provided by Spearfish Parks and Recreation. The approved Memorial Tree species list is subject to change and is based on a variety of factors including hardiness (Zone 5a, 4a, 4b, or less), reliability of available stock, and maintaining species diversity in the urban canopy. Due to the threat of Emerald Ash Borer (EAB), no ash species (*Fraxinus*) will be permitted. Trees selected will be no less than 1.5" caliper as measured 6" above the root flare and will be of nursery grade stock.

Planting seasons

Memorial Trees will be planted in either spring or fall. The Participant(s) must contact Spearfish Parks and Recreation prior to April 1 for a spring planting and prior to September 1 for a fall planting.

Spring planting season: Mid-April – early June

Fall planting season: Mid-September – early November

Planting

Planting trees is a process that requires specific knowledge of tree biology and may require specialized equipment. Therefore, Memorial Trees will be planted by Spearfish Parks and Recreation staff. If the Participant(s) wishes to be part of the planting process, Spearfish Parks and Recreation staff will determine the level of involvement and provide professional supervision of the planting.

Care and maintenance

Spearfish Parks and Recreation will care for and maintain the Memorial Tree as it would any other tree planted in the park system. This includes regular watering on an “as needed” basis, mulching, staking, caging, pruning, and weeding around the planting site. Memorial Trees will be guaranteed for 1 (one) year from the date of planting and will be replaced at no cost to the participant with a similar tree, should the tree fail to establish.

Cost

There is a one-time participation fee for the Memorial Tree program. The participation fee will be determined annually by the Finance Department. The participation fee covers the cost of the tree, labor, materials, and equipment required for planting, a Memorial Tree Plaque (optional), recognition on the City of Spearfish Tree Inventory (optional), and a Certificate of Participation.

Keepsakes

A personalized “leaf” will be added to the Memorial Tree Plaque (optional), the tree will be identified as a Memorial Tree on the City of Spearfish Tree Inventory (optional), and a Certificate of Participation will be given to the Participant(s).

FAQ's

- 1. Can I decorate my Memorial Tree?**
 - a. No. Any decorations placed in or around the tree will be removed by Park staff and either returned to the owner or disposed of in a proper manner.
- 2. What if my Memorial Tree dies?**
 - a. If your Memorial Tree fails to thrive within 1 year from the date of planting, the tree will be replaced at no cost to the participant. Trees that fail to thrive after 1 year may be reviewed by the PRF Superintendent on a case-by-case basis.
- 3. What if future development in the park requires my tree to be moved?**
 - a. If a Memorial Tree planting site creates an interference with future development plans, Spearfish Parks and Recreation will attempt to contact the Participant(s) and discuss options for relocation. Spearfish Parks and Recreation reserves the right to transplant or remove any Memorial Tree as necessary, at the discretion of the PRF Superintendent or his/her designee.

Contact Us

For more information, please contact the PRF Superintendent at (605) 717-1142 or visit www.cityofspearfish.com



Memorial Tree Program application

Name: _____ Date: _____

Address: _____

Phone number: _____

Email: _____

Planting season (spring or fall) and year: _____ 20_____

Species selected: _____

Planting location: _____

I would like a "leaf" on the Memorial Tree Plaque: (yes/no): _____

If yes, please include any or all of the following information:

Name of honoree: "In memory of _____"

Participants: "Presented by _____"

I would like my Memorial Tree to be identified on the City of Spearfish Tree Inventory (yes/no): _____

Information on the Tree Inventory may include: name of honoree, name of participant(s), and specific detailed information about the tree (species, year planted, etc.)



City of Spearfish
Memorial Tree Program
Certificate of Participation

*This certificate is presented in memory of _____ (name) _____, for whom a
_____ (tree species) _____ was planted at _____ (location) _____ on
_____ (date) _____. The City of Spearfish would like to recognize and thank
_____ (participant's name) _____ for choosing to honor their loved one with this gift that will
increase the natural beauty of our landscapes and enrich our community for years to come.*

List of approved Memorial Tree species (deciduous)

Small-sized trees

Amur Chokecherry

Crabapple

Hawthorne

Ginnala Maple

Mountain Ash

Medium-sized trees

Birch

Canada Red Cherry

Hophornbeam (Ironwood)

Japanese Tree Lilac

Large-sized trees

Hackberry

Honeylocust

Linden

Maple

Northern Catalpa

Oak

Ohio Buckeye

Black Walnut

Tree species not listed may be considered by the PRF Superintendent on a case-by-case basis.

List of Approved Memorial Trees species (coniferous)

Medium-sized trees

Austrian Pine

Rocky Mountain Juniper

Large-sized trees

Ponderosa Pine

Scotch Pine

Black Hills Spruce

Colorado Blue Spruce

Concolor Fir

Douglas Fir

Larch

Tree species not listed may be considered by the PRF Superintendent on a case-by-case basis.

List of approved Planting Locations

City Park

Rose Hill Cemetery

Spearfish City Campground

Jorgensen Park Arboretum

Spearfish Rec and Aquatic Center

Evans Park

Reserve Park

Black Hills Energy Sports Complex

Youth Baseball Complex

Lookout Park

Salem Park

Rotary Park

Lion's Park

Brady Park

Spartan Park

Sandstone Park

Heritage Park

Mountain Shadows Park

Along sections of the Rec Path

Specific planting sites within the "approved Planting Locations" will be determined by Spearfish Parks and Recreation. Planting locations on other City-owned properties not listed on the "approved Planting Locations" list may be considered by the PRF Superintendent on a case-by-case basis.