



To: Board of Parks and Recreation
From: Mark Heintz, Director of Parks and Recreation
Date: February 17, 2026
Subject: Memorial Bench Fees

The department has offered a memorial bench program for several years. The program is set up to bring in a donated amount of money to cover the purchase, delivery, plaque, and a concrete pad, if necessary, for installation. The Town covers the cost of labor as an in-kind contribution to such a donation to the park system.

While the Town is receptive to receive such donations, the donation rate has been set to cover the expenses of the purchase, delivery, plaque and a concrete pad when necessary. The last time a bench was ordered, it was realized that the donation rate for a memorial bench needs to be increased to cover the rising costs for a bench and delivery. Bench costs and delivery fees fluctuate over time and the donation rate amount is set to make sure to capture a donation to cover the necessary costs.

Rates are as follows:

	<u>Memorial Bench:</u>	<u>Cement Pad (if needed):</u>
Current	\$2,100	\$400
Recommended	\$2,750	\$400

Recommendation:

Staff is recommending the approval of the new memorial bench fee rates as detailed above.