



# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Common Council  
From: Adrienne Nelson, Associate Planner  
Date: May 14, 2025  
Re: Park Donations Guidelines & Price Updates

Planning and Community Development staff are requesting that the park bench donation fee be increased from \$1,200.00 to \$1,500.00 in order to keep up with rising costs. Staff are also requesting direction from the Common Council in pursuing updates to the park donation policy guidelines document. These updates would allow for additional donation options.

Plan Commission has recommended that the park bench donation fee be increased from \$1,200.00 to \$1,500.00 and that the Planning and Community Development Department be given permission to establish on an annual basis the donation prices, to include the product, plaque, and installation, and to be approved on an annual basis by Common Council.

### **Staff Recommendation**

Staff recommend approving the park bench donation fee increase from \$1,200.00 to \$1,500.00 and pursuing this policy guidelines update.