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Donor/Memorial Recognition Program

The purpose and intent of this program is to provide interested citizens, residents, businesses and corporations an opportunity to donate money towards the purchase of items to be placed upon public property. Items may include but are not limited to: trees, banners, flags, flag poles, flowering baskets, planted areas, benches, park or playground equipment, monuments, and/or for purchase of or the construction of new facilities.

In addition, the Village recognizes the emotional and sentimental value that memorials have to the family and friends of their loved ones. But, as with anything placed on public property there is a chance for damage and deterioration and the Village will not be financially responsible for the replacement of a donation over time. Therefore, the Village provides this policy as a guideline to those who wish to donate.

- For New donations, interested persons or groups are responsible for the full purchase price of the item, including the cost of installation, plaque, shipping, handling or delivery charges. Prices for items will be updated and will be placed on the Memorial Request Form.
- Donors may request a location for their donation but the final placement is subject to the appropriate Board or Commission or staff appointed by the Village Board to review.
- The Village agrees that any donation for an item will include the purchase, delivery, and installation of said item to the Village's standard but states that there is no implied or explicit guarantee of any length of time for said donation to be maintained.
- Donated items/plaques that become damaged, vandalized or can no longer be repaired will be removed. In the event that removal occurs, the donating party will be contacted by letter to see if they wish to make another appropriate donation. Should a donated item be removed, its plaque will be returned to the donating party of record. They will also be given the option to purchase a replacement item.
- All donations received are gifts to the Village, and any recognition described herein should not be understood as granting the donor anything of value. The donor recognizes that circumstances may change in the future which may cause the Village, in its discretion, to proceed differently than described herein.
- The Village Board reserves the right to deliberate the acceptance of any donation or deny it and that any monies donated are not considered as a contractual relationship.

Wood Bench Exception: The Village will address existing wood Memorial Benches under a separate offering of a one-time 50/50 cost sharing with parties interested in replacing their existing bench with the new metal style.