

Memorials and Commemorations

Tree and Bench Donation Information and Policy

The City of St. Louis Park welcomes the donations of trees and park benches. These generous donations grace our parks and public areas for decades, while providing organizations, families and individuals with a unique opportunity to mark a notable event or honor a special person.

Donating trees

Donating a tree is a wonderful opportunity to beautify our community while also fulfilling your organization's service project or honoring an event or individual. Your donation makes it possible for the City of St. Louis Park to plant more trees than it could otherwise afford.

The city forester will work with you or your organization to select a tree that's well suited to the planting site and our climate. With the guidance from the city forester, donors can select the park and tree species.

About the tree

- You may select either a shade tree or an evergreen. Shade trees are usually about 8 - 10 feet tall, and evergreens are about 6 feet tall. Your choice of tree species has been selected for suitability to our northern climate and urban conditions.
- Your tree is guaranteed for one year after planting.
- To ensure optimum growing conditions, trees are planted in the spring and fall. City crews will plant the tree for you. If you wish, we will notify you of the planting date and time (between 7 a.m. and 3 p.m., Monday through Friday).
- Due to the potential for damage, no markers or signs are placed at the planting site.

Donating park benches

A park bench is another way to enhance our community while honoring a special person, remembering a loved one or marking a special memory or occasion.

The donor, with guidance from city staff, may select the park. City staff will then select the optimum location within the park. Donors provide the text for the plaque inscription. Due to plaque size, the text must be 50 characters or less. Benches are installed between June and October. If you wish, the city will notify you when the bench will be mounted onto the concrete base.

Style of bench

A DuMor metal bench can be selected for placement in all parks, including Westwood Hills Nature Center. This is a traditional garden-style bench with a graceful arched back. The 6-foot-long, green bench is made of steel and is mounted onto a concrete slab. A custom-cast bronze plaque is inlaid into the back of the bench.

About the cost

- The cost of a tree is \$300.
- The cost of the DuMor steel bench is \$2,200.
- Your contribution covers the cost of purchasing the tree or bench (includes tax and shipping), as well as the cost of a plastic tree guard for trees or a concrete base for the bench.
- The price reflects the city's wholesale discount.
- There is no labor charge for the city to plant your tree or install your bench.

Donors are asked to:

- Sign paperwork and pay for the tree and bench before it is ordered.
- Help water the tree during its first growing season, if feasible.

Donors will receive:

- A certificate commemorating the donation. Donors are welcome to provide the city with text noting the person, organization or event being honored.
- A letter documenting your donation for a tax deduction.

How to begin

If you or your organization would like to donate a tree or park bench, contact Jim Vaughan, natural resources coordinator, at 952.924.2699 or jvaughan@stlouispark.org. Contracts can be mailed to you, or you can find them online at www.stlouispark.org.

Completed contracts

Send completed contract, along with a check made payable to City of St. Louis Park to:

Jim Vaughan, Natural Resources Coordinator
City of St. Louis Park
7305 Oxford Street
St. Louis Park, MN 55426

Memorials and Commemorations Tree and Bench Contract

Donor name: _____

Donor address: _____

Address

City

State

ZIP code

Phone number: _____

Name of person honored by memorial: _____

Type of memorial:

- Tree
 Bench

If tree, type of tree: _____

Park dedicated for memorial: _____

Preferred date of memorial installation: _____ . (Weekdays only)

Preferred time (if requested) of memorial installation _____
(Between 7 a.m. – 3 p.m.)

Total cost of memorial due to city prior to order* of memorial: \$ _____

Tree cost = \$300 (Cost is for 6-inch conifer or 2-inch diameter tree, balled in burlap tree, and cost of planting) DuMor bench cost = \$2,200 (includes all costs of purchase, delivery and installation)

Donor signature: _____ Date: _____

*Ordering and shipping of tree or bench can take from four to eight weeks.

Internal city staff use only

Location of memorial within dedicated park: _____

Bench memorial inscription to read:

(Text must be 50 characters or less.)

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Contact

For additional questions, contact Jim Vaughan, natural resource coordinator, at 952.924.2699 or jvaughan@stlouispark.org.