

PARK ENHANCEMENT & MEMORIAL DONATION POLICY

The City of Medina recognizes that residents, families, and community members may wish to contribute to the enhancement of City parks or commemorate individuals with connections to the community. The purpose of this policy is to establish standards for the acceptance and recognition of park enhancement and memorial donations while preserving the natural character, appearance, maintenance objectives, and long-term planning goals of the City parks.

This policy applies to all parks, trails, open spaces, natural areas and park properties owned and maintained by the City of Medina.

Policy:

The City may accept donations that enhance Medina's parks, improve open spaces, contribute to the overall appearance and long-term sustainability of the City's parks. Acceptance of any donation shall be at the sole discretion of the City and shall be based upon consistency with adopted park plans, operational considerations, maintenance capabilities, and community interest.

Eligibility:

Because memorial and enhancement donations are intended to recognize individuals and families with a connection to the Medina community, requests shall be considered in the following order of priority:

1. Current residents of the City of Medina
2. Immediate family members of current or former Medina residents
3. Former residents of the City of Medina
4. Other individuals or organizations demonstrating a significant relationship to the Medina community as determined by the City.

The priority categories do not create an entitlement or guaranteed acceptance of any donation request.

Enhancement Opportunities:

Donated park improvements shall be limited to enhancement opportunities identified by the City.

The Public Works and the Park Board shall develop and maintain an annual list of eligible enhancement opportunities and associated contribution amounts based upon:

- Park needs
- Available locations
- Maintenance requirements
- Replacement schedules
- Capital improvement priorities

Only enhancement opportunities included on the annual list shall be eligible for donation consideration. The annual list of eligible donation opportunities shall include benches, picnic tables, memorial trees, and landscape plantings, but shall not be limited to these items.

Memorial Recognition:

The City recognizes the importance of commemorating individuals and families while maintaining the natural character of Medina parks.

A. Memorial plaques, engraved markers, commemorative stones, signage, naming rights, and other forms of permanent physical recognition shall not be permitted within City parks or park facilities. All existing physical recognition items shall be phased out by 2036.

B. Recognition of approved memorial donations shall occur through a ***Friends of Medina Parks*** recognition page maintained on the City's website.

C. The memorial recognition page may include:

- The name of the individual being honored
- The name of the donor, if desired by the donor
- The park enhancement provided
- A map identifying the general location of the donated enhancement within the park system.

D. Donors may elect to remain anonymous.

Monetary Park Donations:

The City may accept monetary donations intended for the beautification of the parks.

Monetary donations accepted under this policy shall:

- Be provided without conditions, obligations, limitations, naming rights or requirements regarding expenditure
- Become the sole property of the City upon acceptance
- Be used at the sole discretion of the City in a manner consistent with adopted budgets, maintenance programs and capital improvement priorities.

The City shall not accept donations that impose maintenance obligations, design requirements, operational restrictions, or other conditions upon the City.

Donation Recognition:

The City will recognize qualifying donations with a listing on the City's official website. Recognition will be provided for donations with a minimum value of \$250. Recognition will remain on the City's website for a period of ten years from the date the donation is accepted. At the conclusion of the ten-year recognition period, the listing will be removed.

Ownership and Maintenance:

All donated improvements, enhancements, and associated materials shall become the sole property of the City upon acceptance and installation.

The City retains sole authority regarding the design, installation, maintenance, replacement, relocation, or removal of donated improvements as determined necessary for operations, maintenance, safety, accessibility and capital improvement purposes. The City does not guarantee replacement of donated improvements that deteriorate, become damaged and/or vandalized, or are removed due to changing park needs or conditions.

Acceptance of a donation does not create an obligation for the City to maintain any improvement beyond its normal maintenance practices and available resources.