



Park Improvement, Gift Acceptance and Donor Recognition Policy Recommendations

10/7/2022

Development Process

Current policy was created by Staff in early 2000s.

The Reset Strategy calls for updating existing or developing new policies to ensure that Parks and Recreation Department actions are consistent with the Reset Strategy.

Staff has developed draft revisions and seeks input from the Commission.

Commission input and endorsement of updated policy.



Past Donations



- Financial donations
 - South Mercer Playfields batting cages
 - Island Crest Park synthetic turf
 - Mercerdale Playground
 - Luther Burbank Playground
- Asset donations
 - Works of art
 - Benches/picnic tables
 - Equipment



MICC Chapter 2.50 - Donation to the City

Monetary Donations

- The city manager is authorized to accept donations in any amount.
- If donations are conditioned on how to be spent, the City manager may accept for a city-budgeted expenditure.
- City Council approval is required for any donation with specific terms or conditions outside of the City Budget.

Non-monetary Donations

- The city manager is authorized to determine the appropriateness, usefulness and value to the city of all nonmonetary donations with a fair market value of up to \$10,000.00
- City council approval shall be required for the appropriation, retention, improvement, return to donor, transfer, trade, sale, donation to other agency, or other disposition of all other nonmonetary donations.



Key Policy Elements

1. Encouraging gifts and donations which enhance our park spaces.
2. Prohibits memorial donations in the parks and clarifies how and where donors may be recognized.
3. Informs that no contingencies may be required by a donor other than for a specific activity or programming area.



Key Policy Elements

4. To limit improvements to items that complement the designated location.
5. To limit donor recognitions or improvements which alter the character of a space or detract from the characteristics of our parks.
6. Removal of procedural elements from the policy.
7. Updating language to meet the standards of the Department and to be inclusive of Staff and Commission roles.



Consensus Questions

1. Should the Department accept donations- including monetary, project based, artistic, and/or equipment?
2. Are there donations, gifts, or projects that should be more strongly clarified for rejection within the policy?
3. Do you agree that memorials should be prohibited in parks?
4. Do you agree that corporate donors who have a corporate sponsorship requirement should fall under a separate policy?
5. Does the Commission agree with the policy elements?



Next steps

- Revise policy to reflect Commission input
- Nov. 3 with revised policy review, Commission provide input on procedural elements
- Dec. 1 review and endorse policy (if needed)
- Staff develop procedures based on endorsement and procedural input.
- Implement policy and communicate donor opportunities. (Q1 2023)

