

5.1.2 – Parks & Recreation Donation Policy

DONATION POLICY

From time to time, the public may have an interest in donating items to the department. Any donation of items must be approved, in advance, by the Director of Parks and Recreation. The item(s) to be donated must be in good shape, usable and have a purpose. There must also be a need for the item(s) in question. A donation occurs when someone gives an item to the department for use as the Director and/or his designee sees fit. The donor releases all claims to the item. A loan is when someone wants to give an item with certain restrictions where they maintain some time of control of item. This department does not accept loans of items.

Excerpt from Park and Recreation Staff Handbook (June 1, 2020)