

## Williamston Parks and Grounds Donations

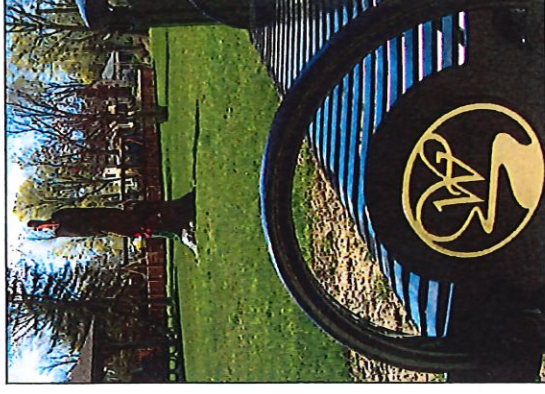
The City of Williamston encourages and welcomes donations from citizens, family members and friends of loved ones to support and enhance the beauty and enjoyment of City Parks and grounds. There are four ways to make your donation: 1) Purchase of a Memorial Tree; 2) Purchase of a Memorial Bench; 3) Support of Parks Special Projects (i.e. sand volleyball court, tot lot, basketball courts, maintenance of the band shell, tree fund, playground creation, etc.; or 4) Parks Memorial Fund.

Other donations, involving a special fund and recognition, would be done through the appropriate support group, in coordination with the City. This would include:

- Wooden Playground Memorial Slats (Friends of Williamston Area Parks)
- Tot Lot Bricks (Williamston Kiwanis Club)
- Wall of Honor Bricks (American Legion Post 296)
- Band Shell Improvements (Williamston Area Beautification Fund)
- Volunteers Community Park Playground (Friends of Williamston Area Parks)

The donation may be in any amount and the funds are undesignated, but are likely to be spent based on the most current priority list from the Parks and Recreation Commission. The City retains the right to accept or decline gifts and all gifts received become property of the City of Williamston.

Donations to the City of Williamston may be tax deductible. Please consult your tax advisor.



CITY OF WILLIAMSTON

# Williamston Community Parks & Grounds Donation Guidelines

## CITY OF WILLIAMSTON

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## Memorial Tree with Marker Stone/Plaque

Purchasing a tree to be planted in the City is a donation that can be given in memory of a loved one, a friend or to commemorate an event.

Tree donations, including the tree species, shall be coordinated with the City Park Planting Plan and have the approval of City staff. See the list of approved tree species.

Shade trees must be a minimum of 2" in diameter. Smaller shade trees, including seedlings, may be donated and planted at the City Well Field site, or other city properties, for growth and future transplanting. Ornamental trees, including shrubs, can be donated with City staff approval in accordance to a planting plan.

Any donated amount will be accepted for the Special Projects "tree fund" if the minimum size tree is not affordable.

Purchase of a Memorial Tree includes purchase of a Memorial Tree Marker Stone that shall conform to the City-approved style, and be funded by the donor. Wording on the Marker Stone must first be approved by the City. If necessary, the replacement cost of a Marker Stone will be funded by the donor.

If the City determines that the tree did not survive the length of time for which it is warranted, the tree replacement cost is the responsibility of the donor. After the tree warranty expires, the City reserves the right to replace or not replace the tree.



## Memorial Bench

A bench donation may be given in memory of a loved one, a friend or to commemorate an event. The Memorial Bench shall be approved by the City. Memorial Bench placement will be coordinated with and approved by City staff.

The Memorial Bench donor is responsible for the cost of any repair/replacement due to theft, vandalism, or other cause for the first three years. After three years, the City may replace or not replace the Memorial Bench due to physical wear or deterioration.



## Special Project Donations

Donations may be made for any Parks Special Projects that have met the approval of the Parks and Recreation Commission and City Council. The City retains the right to accept or decline gifts. Example of Special Projects include but are not limited to: sand volleyball court, tot lot, basketball courts, maintenance of the band shell, tree fund,, and playground creation.

Parks Special Projects shall conform to the City Parks & Recreation Master Plan. The donor shall work with the City to develop a maintenance plan for Special Project gifts requiring maintenance.

In instances when a proposed gift requires fabrication or installation, the City reserves the right to fabricate,

## Parks Memorial Fund- General Donations

install, schedule, or manage the gift depending on staff, seasonal or material limitations, or any other constraints. Therefore the City cannot guarantee installation of the gift by requested dates. In the event a donor recognition item (e.g. plaque, marker, sign, carved wood slat, etc.) is approved for placement in a City Park, the donor shall be responsible for the cost of any repair/replacement due to theft, vandalism, or other cause for the first three years. After three years, the City may replace or not replace the donor recognition item.

Any amount of a financial gift is acceptable; there is no minimum amount allowed for the Parks Memorial Fund. A donation of \$500 or more qualifies a donor to a recognition Marker Stone/Plaque. Each Marker Stone shall conform to the City-approved style. Wording on the Marker Stone must first be approved by the City. If necessary, the replacement cost of a Marker Stone will be funded by the donor.

Donations to the Parks Memorial Fund will be used for general projects that are implemented by the City in accordance with the Parks Master Plan and the Parks and Recreation Commission Priority List.

