

NORTH WALES COMMEMORATIVE DONATION PROGRAM

Purpose:

In an effort to allow citizens to commemorate a special event or memorialize lost family and friends and, at the same time beautify our community parks, the Borough of North Wales hereby establishes the NORTH WALES BOROUGH COMMEMORATIVE DONATION PROGRAM. This program will allow citizens to purchase trees and park benches/tables and have them placed in the various parks throughout the Borough of North Wales.

Procedures:

The procedures and guidelines outlined below are in place to ensure that this program is carried out in a manner that allows for the purchase and placement of items to be executed in a coordinated and appropriate way while at the same time meeting the needs of the donor and the needs of the community.

- 1) All items proposed for donation must be purchased through the Borough from an inventory of items that have been approved by the Borough. The Borough will make a conscious effort to seek vendors who will provide the approved inventory of items at reasonable prices.
- 2) The donor will indicate the item to be installed and the general location desired for the item based on availability and need. The location of the donated item must be approved at the next regularly scheduled meeting of the Borough Council and Park and Recreation Board. Both Boards may consider the need for replacements of previously existing items, the plan for the area desired by the donor as well as the surrounding features at that area to determine if the site is appropriate. Donors are encouraged to attend the meetings to discuss their donation and choice of location with the Park and Recreation Board. Should the Park and Recreation Board not approve of the site chosen by the donor, the Park and Recreation Board and the donor are encouraged to reach a mutually agreeable location. If this cannot be accomplished the donor may withdraw his/her donation.
- 3) The Park and Recreation Board should make the Borough Manager aware of their decision on the next business day and the Manager will then begin the process of obtaining the item and scheduling the installation.
- 4) All donated items are to be purchased, transported, and installed by the Borough. Donors will be asked to pay for the item to be donated after their choice has been approved by the Park and Recreation Board and Borough Council.
- 5) The Borough will make every effort to install the donated item as quickly as possible once the item has been received by the Borough. Weather, the seasonal workload, and scope of the project may affect the actual installation. The Borough will make every effort to notify the donor of the date of installation of the item.
- 6) The Public Works Department will provide general care and maintenance to all donated items; however, the Borough is not responsible for the extended maintenance or replacement of a donated item outside the manufacturer's or vendor's warranty for that item except in cases where direct actions by the Borough or Borough employees resulted in damage or destruction of the item.

Park Benches and Tables



\$800



\$1,400



\$1,400

