

**CITY OF MORGAN HILL
PARKS AND RECREATION COMMISSION
POLICIES AND PROCEDURES**

PRC-11-01

SUBJECT: **ADOPTION OF PARKS**

APPROVED BY CITY COUNCIL DATE: **October 5, 2011**

It is the policy of the Parks and Recreation Commission to encourage the adoption of parks by community members to improve and beautify parks without creating a financial burden on the City.

1. Administrative procedures should be developed by the Community Services Department that provide an opportunity for community members and organizations to contribute towards the maintenance or improvement of our public parks and facilities by donating volunteer labor and/or financial resources.
2. Financial resource donations may be either designated or undesignated. A designated donation can go towards an identified maintenance project or towards the purchase/installation of a permanent fixture (e.g., benches, litter cans, playground equipment, etc.) An engraved nameplate, sign, stone, or brick may be placed along any donated permanent fixture.
3. All park adoptions and contributions are subject to the initial review and approval of the Community Services Department. The time needed to review and approve of park adoptions and contributions will range between one and six weeks depending upon the complexity associated with the proposal.

This policy shall remain in effect until modified or revoked by the City Council.