

**Park District of Ottawa County  
Board of Park Commissioners  
Resolution 2022-16  
Donations Policy**

**WHEREAS**, the Park District of Ottawa County Board of Park Commissioners is permitted to accept donations in accordance with Ohio Revised Code 1545.11, and

**WHEREAS**, the Park District of Ottawa County Board of Park Commissioners have established additional donation guidelines in the Bylaws and Judgement Entry Case No. PD-92-0001 (filed April 29<sup>th</sup>, 2019), and

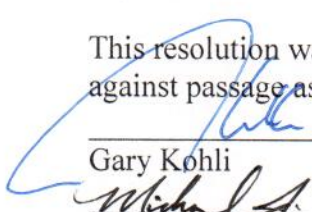
**WHEREAS**, the Park District of Ottawa County Board of Park Commissioners wish to establish a formal Donations Policy to provide comprehensive donation protocol for the Board of Park Commissioners, Executive Director, and Ottawa County Probate Judge,

**NOW THEREFORE BE IT RESOLVED**, that a donations policy be established, and

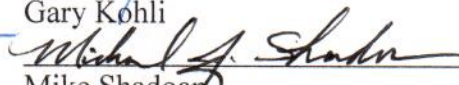
**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Ottawa County Probate Judge, and

**BE IT FURTHER RESOLVED**, that it is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were so adopted in an open meeting of this Board, and that all deliberations of this Board, and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

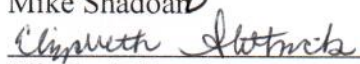
This resolution was passed on August 16<sup>th</sup>, 2022 with 5 votes for passage and 0 votes against passage as indicated below:

  
\_\_\_\_\_  
Gary Kohli

yes

  
\_\_\_\_\_  
Mike Shadoan

yes

  
\_\_\_\_\_  
Elizabeth Slotnick

yes

  
\_\_\_\_\_  
Judy Indorf

yes

  
\_\_\_\_\_  
Jack Madison

yes

**ATTEST:** I hereby affirm that this is an accurate record of actions taken by this Board at their August 16<sup>th</sup>, 2022 meeting.

  
\_\_\_\_\_  
Jannah Wilson, Director-Secretary

8/16/22  
Date

## Park District of Ottawa County

### Donations Policy

Policies, procedures and guidelines are established in an effort to deliver quality facilities and services, in accordance with the Park District Mission, in a fair and consistent manner.

Policy Number:

Policy Title: Donations Received

Date Established:

Department: Administration

Policy Goal: Establish guidelines for the acceptance of donations and provide a consistent mechanism for recognizing and documenting all donations accepted.

Corresponding Records: Park District of Ottawa County Bylaws, Ottawa County Probate Court Judgement Entry Case No. PD-92-0001 (filed April 29<sup>th</sup>, 2019)

Policy: Donations offered to the Park District shall be approved/accepted as follows:

Donations shall be defined as donations of money, grant money received by application of the Board, personal property and "in kind" contributions. Designated donations are donations which are designated for a specific purpose. Undesignated donations are donations for which there is no designated purpose or condition.

Donation Value:

\$1 - \$5,000: Must be approved by Executive Director, logged in receipt book and donation log sheet

\$5,001.00 + Must be approved by Probate Judge, logged in receipt book, donation log sheet, and judgement entry filed

In considering whether to accept a donation, the Director, Board and/or Probate Judge shall determine if the designated purpose, if any, of the donation is in compliance with the Park District mission. The Board of Park Commissioners and the Probate Court Judge may deny the acceptance of any donation which is not in compliance with the Park District mission or which has stipulations or conditions attached that would be difficult to accommodate.

Donations, which are accepted for designated purposes shall be deposited within the corresponding Park District fund. Undesignated donations, which has been accepted, may be placed in any fund as directed by the Director or Park Board.

All accepted donations shall be recognized by the issuance of a Park District of Ottawa County receipt and a letter on Park District stationary thanking the donor.

An annual report of Gifts, Grants, and Donations shall be submitted to the Probate Court by the 31<sup>st</sup> day of December of each year documenting and acknowledging all donations received within the calendar year.

Donations or gifts of any interest in real estate:

Real estate is defined as property in buildings and/or land, or both.

(A) Donations or gifts of any interest in real estate shall be submitted to the Probate Court for review and approval. Interest in real estate means the transfer of real estate with or without mineral rights, including oil and natural gas to the Park District of Ottawa County by:

- (i) Conveyance in fee simple by gift;
- (ii) Conveyance in fee simple by acquisition;
- (iii) Granting of easement rights in or over real estate by gift;
- (iv) Granting of easement rights in or over real estate by acquisition;
- (v) Leasing and/or renting of real estate.

(B) The transfer of any interest in real estate may be approved if said transfer is compatible to and in compliance with the Park District mission and plans.