



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** PARKS

**File #:** 19-669

Board Meeting Date: 6/25/2019

**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Peggy Jensen, Interim Parks Director  
**Subject:** Acceptance of Donations from the Commemorative Park Bench and Picnic Table Program

### **RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The acceptance of \$154,910 in donations from the Commemorative Park Bench and Picnic Table Program; and
- B) The Parks Director, or her designee, to accept future cash donations from the Commemorative Park Bench and Picnic Table Program

### **BACKGROUND:**

The San Mateo County Parks Department ("Department") accepts various forms of charitable donations to improve visitor services within county parks. Commemorative park benches and picnic tables are a common way to honor or memorialize someone special and enhance the experience for other park visitors.

Currently, the Commemorative Park Bench and Picnic Table Program ("Program") offers a 10-year dedication for \$5,000 and a 20-year dedication for \$8,500. All revenue generated by the Program is used to maintain and repair benches and picnic tables located throughout the parks system.

The Program has generated \$154,910 in donations since FY 2016-17. The following table provides the number and amount of donations collected per fiscal year:

<b>Fiscal Year</b>	<b>Number of Benches/Tables</b>	<b>Donation Total</b>
FY 2016-17	10	\$49,410
FY 2017-18	9	\$43,500

FY 2018-19	9	\$62,000
<b>Total</b>	<b>28</b>	<b>\$154,910</b>

**DISCUSSION:**

The Department has identified several locations within County parks that are appropriate for future commemorative benches and picnic tables. Upon request, a Ranger meets with prospective donors to discuss which park, location, and plaque wording is desired in exchange for the donation. Donor recognition is in a form of an engraved plaque installed on the selected bench or picnic table.

The Department has not presented to your Board for acceptance any donations received through the Program for the past three fiscal years. Therefore, presented to your Board today is the acceptance of all donations made through the Program for Fiscal Year 2016-17, Fiscal Year 2017-18, and Fiscal Year 2018-19.

In order to provide the best experience for donors and reduce delays in the process, the Department requests that the Board also authorize the Parks Director, or her designee, to accept future Program donations.

County Counsel has reviewed and approved the resolution as to form.

Approval of this action contributes to the Shared Vision 2025 outcome of an Environmentally Conscious Community by raising funds for county parks projects that enrich park visitors' experience.

**FISCAL IMPACT:**

The amount to be received from commemorative bench and table donations for any fiscal year is not known at the time the budget is prepared. Currently, the commemorative program requires a \$5,000 donation for a 10-year dedication and \$8,500 for a 20-year dedication. No Appropriation Transfer Request (ATR) is needed since the funds that are generated by the program are deposited in a Park Bench Donation Trust Fund. The monies in the Trust Fund are used for the time and materials needed to install, replace, and maintain commemorative benches and tables.