

Policy Number: 2.10.0

Title: DESIGNATED NON-CASH DONATIONS

Introduction:

This policy establishes the method by which non-cash donations to the District will be handled.

Ends:

The District wishes to retain control over all its assets. If an individual or entity wishes to make a non-cash donation to the District, for example, land, equipment, vehicles, etc., the following steps must be taken:

1. The individual or entity must prepare a written proposal to the District outlining (a) a description of the asset, including its current assessed fair market value, (b) the intended use of the asset, (c) additional capital expenditures and/or operating expenses needed to install and maintain the asset for its useful life and (d) how the additional monies will be obtained.
2. If the proposal is for a donation of undeveloped land, the proposal must be reviewed by the Park, Recreation & Greenbelt Committee to determine if the parcel will be an integral part of the preservation of a mountain community atmosphere. The Park, Recreation & Greenbelt Committee shall prepare its recommendations regarding the proposed donation for review by the Budget & Finance Committee.
3. The proposal and accompanying recommendation from the Park, Recreation & Greenbelt Committee (if the donation is undeveloped land) will be presented to the Budget & Finance Committee for approval and recommendation to the Board of Directors.

If the Board approves the asset donation, the District will have complete control over the installation and operation of the asset.

Responsibility:

It is the responsibility of the General Manager to review asset donations and present his/her recommendations to the Park, Recreation & Greenbelt Committee (if the donation is undeveloped land) and Budget & Finance Committee for review and recommendation to the Board. If the asset donation is approved, the General Manager will oversee its installation and operation.