



# WASHOE COUNTY

Integrity Communication Service  
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## STAFF REPORT

BOARD MEETING DATE: March 22, 2023

**DATE:** March 9, 2023  
**TO:** Open Space and Regional Park Commission  
**FROM:** Colleen Wallace Barnum, Park Operations Superintendent  
Community Services Department, 328-2181, [cwallace@washoecounty.gov](mailto:cwallace@washoecounty.gov)  
**THROUGH:** Eric Crump, Division Director, Operations  
Community Services Department, 328-3625, [ecrump@washoecounty.gov](mailto:ecrump@washoecounty.gov)  
**SUBJECT:** Presentation, discussion, and possible approval of the proposed Arboretum Donation Policy.

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### SUMMARY

The proposed Regional Parks and Open Space Arboretum Donation Policy (attached) incorporates the typical language of a policy including purpose, policy, procedures and terms. In the past, the Arboretum donation program was an application form. Based on a comparison with other Arboretums in the western United States, we propose a rate increase and a new policy that identifies all aspects of the donation program.

### BACKGROUND

The Community Services Department is committed to providing its residents with a range of donation options within the Arboretum and Botanical Garden. A resident can choose to donate funds towards trees and benches. Often these are in memory of a loved one, and the adopted trees, donated trees, and donated benches include a plaque. The Arboretum staff have been collecting donations since 1985 with a less formal program. This proposed policy formalizes the current donation program and the proposed fee increases provide for a more standardized approach for the upkeep and maintenance of the donation.

### PREVIOUS ACTION

None

### RECOMMENDATION

Staff recommends that the Open Space and Regional Park Commission approve the Arboretum Donation Policy to be effective April 1, 2023.

**POSSIBLE MOTION**

Should the Commission agree with the recommendation, a possible motion would be:  
“Move to approve the Arboretum Donation Policy to be effective April 1, 2023.”