

Public Site Furnishings Donation Request

City of Macomb

Name of Donor: _____

Address: _____;

City: _____; State: _____

Phone: _____; Date: _____

Location preference: _____

Site furnishing preference: _____

Plaque: Yes: ____; No: ____

Does the donor want to be present when the furnishing is placed?

Yes: ____; No: ____

Paid: Yes: ____; No: ____; Date: _____; Check #: _____ Amount \$ _____

Submit to:

**Macomb City Clerk
City Hall
232 E. Jackson St.
P.O. Box 377
Macomb, IL 61455**

City of Macomb

Public Site Furnishings Donation Policy

The City Council has determined that it is in the public interest to accept donations from citizens and civic organizations to enhance the public site furnishings of certain parks, streetscapes and public facilities. This policy is adopted to establish guidelines for such donations to maintain such standards as may be necessary for aesthetic and maintenance purposes.

1. The public facilities designated for donations toward public site furnishings are:
 - a. Chandler Memorial Park
 - b. Oakwood Cemetery
 - c. Downtown Business District, including City parking lots
 - d. Proposed Randolph Street Parking/Transfer Facility
 - e. Mavis Park
 - f. Spring Lake Park
 - g. Other locations and facilities as may be designated by the City Council from time to time
2. Site furnishings which may be donated under this program include but are not limited to:
 - a. Park benches
 - b. Planters
 - c. Trash receptacles
 - d. Drinking fountains
 - e. Lighting fixtures
 - f. Picnic tables
 - g. Playground equipment
 - h. Bicycle racks

- i. Sidewalks
 - j. Commemorative and Memorial Monuments
 - k. Cash toward the purchase of furnishings
3. The Mayor or his designee shall administer the donation program and shall establish such administrative procedures as necessary to implement the program.
 4. Requests to donate site furnishings shall be submitted to the City Clerk for consideration by the General Government Committee of the City Council, who shall make recommendations to the City Council to accept, reject or modify the donation request.
 5. The General Government Committee of the City Council will designate the locations and type of site furnishing available at each facility.
 6. The General Government Committee of the City Council shall establish acceptable site furnishings that coordinate with historic, present and future city design standards including the Macomb Illinois Main Street design and are designed for durability and low maintenance. The General Government Committee of the City Council will consult with appropriate stakeholders, including the Downtown Design Committee regarding downtown site furnishings, and the Historic Preservation Commission regarding historical facilities. A catalog of acceptable site furnishings and cost will be maintained for consideration by potential donors.
 7. As donations are accepted by the City, the Public Works Department will coordinate the acquisition and installation of the site furnishings. On acceptance the donated site furnishings will become the responsibility and property of the City of Macomb.
 8. If a memorial plaque is desired, the cost and wording of the plaque shall be the responsibility of the donor. The plaque shall be made of bronze or aluminum and shall not exceed 5 by 10 inches. The wording shall be subject to the approval of the General Government Committee of the City Council and installation and placement shall be coordinated by the Public Works Department.