

**AN ORDINANCE AUTHORIZING THE ADOPTION OF A COMMUNITY SERVICE DONATION POLICY**

WHEREAS, from time to time Brewster area organizations request that the Village of Brewster provide a monetary donation to support their activities, and

WHEREAS, Brewster Village Council desires to adopt guidelines for those requesting a donation as well as to set appropriate procedures for Village Council to follow in consideration of a Donation.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BREWSTER, THAT:**

**SECTION 1:** Village Council shall adopt a Community Service Donation Policy as defined as follows:

**Community Service Donation Policy**

**A. Any entity that wishes to apply for and receive a community service donation from the Village of Brewster must comply with the following:**

1. Must complete a Village of Brewster *COMMUNITY SERVICE DONATION APPLICATION*.
2. Must set up a time for a representative of the organization to appear before the Village of Brewster Council at a regularly scheduled Council Meeting.

**B. Council has established the following requirements for community service donations:**

1. The entity that is requesting a community service donation must provide a direct benefit to the residents of the Village of Brewster OR be sponsoring an event that is in recognition of an individual who lived in Brewster or attended Fairless Schools.
2. The entity that is requesting a community service donation must provide an estimate of the number of residents who will directly benefit within the corporate limits of the Village of Brewster.
3. The entity that is requesting a community service donation must provide an estimate of the number of residents who will directly benefit outside of Brewster.
4. The amount that an entity that is requesting a community service donation must not exceed \$1,000.
5. As the Village has finite resources, the amount that an entity that is requesting a community service donation must be available with the unencumbered balance of the following funds:
  - General Fund,
  - Parks and Grounds Fund.
  - Recreation Fund.
  - Fire Fund.

**SECTION 2:** The above policy replaces any previous version of this policy and supersedes any current policy which may be in conflict with this policy.

**SECTION 3:** This ordinance shall be in full force and effect at the earliest date provided by law.

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Mayor Michael E. Schwab

ATTEST:

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Village Clerk Treasurer K. Kris King

CERTIFICATE

I, K. Kris King, hereby certify that the above is a true copy of an ordinance passed at a regular meeting of the Brewster Village Council held on December 2, 2019

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Clerk K. Kris King

I, K. Kris King, Clerk of the Council of the Village of Brewster, State of Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by Council as follows: Office of Brewster Utilities, Belloni's IGA, Brewster Federal Credit Union, Post Office and Brewster Laundromat.

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Clerk K. Kris King