

# Policy Review Workshop

Alameda Recreation and Parks  
Department

December 11, 2025



# Policies

- Banners in Parks
- Storage Units
- Memorial Amenity Donations



# Banner Policy – Key Changes

- Display period reduced from 60 to 30 days
- New banner locations added at Leydecker and Longfellow Parks



# Storage Unit Policy – Overview

- User groups currently place storage units in parks without clear rules
- Policy will address duration, condition, location, and removal responsibilities
- Draft policy prepared for review



# Memorial Amenity Donation Policy

## – Overview

- Adds clarity not provided in existing bench/picnic table procedure
- Covers eligibility, requirements, costs, terms, plaques, and maintenance
- Applies to benches, tables, and other park amenities



# Eligibility & Requirements

- Individuals, families, or organizations may apply
- Memorial Amenity Request Form must be complete
- Inscription, preferred location, amenity type, contact information, and payment must be received



# Locations & Availability

- Final placement determined by department
- Considers safety, accessibility, master plans, maintenance
- Must avoid interference with normal park use
- Some parks limited; alternatives provided
- City may remove damaged amenities



# Term / Duration

- Standard 10-year dedication or life of amenity
- Existing amenities receive new 10-year term
- Renewal available; non-renewed may be re-dedicated or removed
- ARPD may remove/relocate vandalized or unsafe amenities





# Application & Timeline

- Submit request form → Review/approval → Payment/order → Installation
- Typical 8–16 week timeline based on season and supply



# Approval, Renewal & Termination

- Meet with applicant to confirm location
- Approve/deny inscription and placement
- Renewal option available at \$1,000 per 10-year term
- If donor unavailable, amenity may be re-dedicated or removed



# Conclusion

- Commissioner comments will be incorporated into final policies
- Questions

