



CITY OF DORAL COUNCIL MEETING MEMORANDUM MAYOR AND COUNCIL

ITEM TITLE:

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING DONATION BOXES AND THIRD-PARTY FUNDRAISING ACTIVITIES AT CITY FACILITIES; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE

BRIEF HISTORY:

Over the past several years, the City has experienced a noticeable increase in requests from students, schools, nonprofit organizations, and community groups seeking permission to place donation boxes or conduct collection initiatives at City facilities. Many of these efforts are well-intentioned and reflect the strong spirit of service within our community.

However, alongside this increase in requests, there have also been instances of public confusion regarding whether certain donation collection initiatives were officially sponsored, endorsed, or administered by the City. In some cases, marketing materials have included the City seal or the likeness of elected officials, creating the perception that the City was directly overseeing or financially responsible for the collection.

This lack of clear guidelines has led to questions from residents about accountability, oversight, and the City's role in these initiatives. To ensure transparency, neutrality, and appropriate risk management, it is necessary to establish a formal administrative policy.

PURPOSE OF THE PROPOSED POLICY

The proposed policy is designed to:

- Create a standardized application and review process for third-party collection requests
- Require verification of nonprofit status and proper charitable registration when applicable
- Clearly define the City's limited, arm's-length role in such activities
- Protect the City from legal and financial liability
- Prohibit political fundraising activities at City facilities
- Restrict unauthorized use of the City seal, logo, or elected officials' names and likenesses

- Require clear disclaimer language stating that the City does not sponsor or assume responsibility for the collection

The policy ensures that the City may continue to support community-driven charitable efforts while maintaining transparency and institutional neutrality.

Importantly, this policy does not apply to:

- City Council-initiated charitable events
- Council-approved partnerships
- Official City-sponsored initiatives
- Nonprofit organizations operating under an approved Community-Based Organization (CBO) Grant agreement

These formally authorized partnerships remain unaffected.

LEGISLATIVE ACTION: (IF APPLICABLE)

Date:	Resolution/Ordinance No.	Comments

FISCAL IMPACT STATEMENT:

The proposed item has a fiscal impact on revenues and/or expenditures in the amount of:

\$50,000.00 or less

\$50,000.00 or more

RECOMMENDATION:

It is recommended that the City Council acknowledge and support the implementation of this Administrative Policy to ensure clarity, accountability, and consistency in the handling of third-party donation collection requests at City facilities.

This policy reflects our commitment to supporting charitable efforts in Doral while safeguarding the integrity and neutrality of the City.

ATTACHMENT(S):

- Draft Policy
- Application Form
- Draft Resolution.