

City of Merriam Parks and Recreation Flag Usage Policy and Procedure

The City of Merriam Parks and Recreation Department prides itself in providing first class recreational opportunities to the citizens of Merriam and being a good community partner. In November 2023, The City of Merriam entered into a Memorandum of Understanding (MOU) with The Merriam Parks, Recreation and Community Center Foundation to carry on the tradition of the Flags 4 Freedom event. In doing so, the MOU stated that “established flag usage partnerships will continue to have access to utilize the flags, honoring the existing agreement.” The groups include: Liberty Memorial, Heart of America Patriot Group, American Royal and LDS Youth Group.

Procedure:

1. A member of one of the organizations will contact a volunteer of the Flags 4 Freedom committee to initiate the request.
2. The volunteer will notify staff in Public Works and Parks and Recreation of the request.
3. The committee volunteer will coordinate with the organization pick-up and return times of the equipment.
4. A donation for usage will be made payable to the City of Merriam to offset replacement costs of flags.
5. The organization is responsible for securing any necessary permits and contacting Dig Safe to locate underground utility lines.
6. Flag kits include:
 - a. Rebar (36” length) for posting the flag in the ground
 - i. Rebar is bundled in groups of 5 with yellow wire
 - b. White PVC Pole (8’ length) which slips over the rebar with a 3’x5’ flag
 - i. Flags must be dry, rolled and secured with 2 rubber bands. Flags are bundled in groups of 5 and secured with 2 black Velcro straps, the longer strap at the top and the shorter strap about 2 feet from the bottom of the PVC pole.
 - c. 1 pounder per every 100 flags used.
7. Suggested Donations:

a. 1-50 flags	\$75
b. 51-100 flags	\$150
c. 101-300 flags	\$225
d. 301-500 flags	\$300
e. 501-1,000 flags	\$700
f. 1000+ flags	\$1,050