



City of Dublin

**Office of the City Manager**

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# Memo

**To:** Members of Dublin City Council

**From:** Marsha I. Grigsby, City Manager *MIG*

**Date:** November 1, 2012

**Initiated By:** Michelle Crandall, Director of Administrative Services  
Fred Hahn, Director of Parks and Open Space  
Sara Ott, Senior Project Manager

**Re:** Dedication of Park Facilities, Amenities and Features Policy

## Background

In response to the request of City Council, staff has researched several dedication policies from other communities and has developed a recommended policy, "Attachment A," regarding the dedication of park facilities, amenities and features.

The proposed policy provides criteria for the consideration of dedications within the parks and allows for individuals, groups, organizations, businesses or the City to be the requestor of a proposed dedication. The policy also allows for a dedication to be in memory and/or in celebration of an individual(s) who is currently living or has passed away.

Dedicating park facilities, amenities and features in the City of Dublin is often complex and emotional, since dedicating is a powerful and permanent identity for a public place. The proposed policy reserves the dedication rights of park facilities, amenities and features to those circumstances, which tradition and practice have shown to best serve the interests of the City and assure a worthy and enduring legacy for the City's parks and open space system.

Finally, under this proposed policy, all aspects of the dedication, monuments, signage, and any other forms of recognition will be reviewed on a case-by-case basis and Dublin City Council would determine the final action on all dedication requests.

## Recommendation

Staff recommends adoption of the attached policy ("Attachment A") regarding the dedication of park facilities, amenities, and features.

## **Dedication of Park Facilities, Amenities and Features**

### **City of Dublin, Ohio**

#### **I. Purpose**

It is the policy of the City of Dublin that the dedication of new and existing park facilities, amenities and features be reserved for exceptional circumstances and that the dedication process comply with the guidelines and procedures set forth in this policy.

This policy is intended to guide:

- A.) Any individual, community group or organization that is interested in requesting a park facility, amenity or feature to be dedicated for a significant person(s).
- B.) City staff in recommending to and/or reviewing dedication requests for City Council consideration.
- C.) City Council members in considering dedications.

The naming of parks and public land masses occur using the Park Naming Policy.

#### **II. Definitions**

- A.) **Facilities** - Park structures such as shelter houses, pavilions and gazebos.
- B.) **Amenities** - Smaller furnishings in the parks and open space system such as benches and fountains.
- C.) **Features** - Major, permanent components of park and recreational facilities, such as recreational fields, tennis courts and playgrounds.

#### **III. Policy**

Dedicating park facilities, amenities and features in the City of Dublin is often complex and emotionally evocative since dedicating is a powerful and permanent identity for a public place. The dedication of park facilities, amenities, and features tell the important stories of Dublin's history.

Approval of dedication requests are made by the Dublin City Council. The process for dedicating these public places needs to be carefully and thoughtfully undertaken and only done when appropriate.

The policy of the City is to reserve the dedication rights of park facilities, amenities and features to those circumstances, which tradition and practice have shown to best serve the interests of the City and assure a worthy and enduring legacy for the City's parks and open

space system. Therefore, under this policy, an individual, group or business can only have a park facility, amenity or feature dedicated to -- not named after a person(s).

The City of Dublin supports consideration of dedication requests in the following two broad categories:

**Exceptional Individuals.** Recognition of an exceptional community leader, a community member whose legacy touched the community as a whole, or a dedicated supporter of the City parks and open space system can result in a community supported dedication of a park facility, amenity, or feature.

**Historic Events, Places, and Persons.** The history of a major event or place or historic persons can play an important role in the dedication of a park facility, amenity, or feature. The public often expresses a strong desire to preserve and honor the history of the City, its founders, pioneers, military personnel who have been killed in action, other historical figures, and its local landmarks and prominent geographical locations by giving certain park facilities, amenities and features names of historic, social and cultural significance.

In considering any proposal to dedicate a park facility, amenity, or feature, the following questions should be considered individually and collectively:

- A.) Will the name have historical, cultural and social significance for generations to come?
- B.) Will the name engender a strong and positive image?
- C.) Will the name memorialize or commemorate people, places or events that are of enduring importance to the community or the nation?
- D.) Will the name engender significant ties of friendship and mutual recognition and support within the community or with those outside of the community?
- E.) Will the name be identified with some major achievement or the advancement of the public good within the community or the nation?
- F.) Will the name be particularly suitable for the park facility, amenity or feature, based on the location or history of the park, recreational facility or the surrounding neighborhood?
- G.) Will the name have symbolic value that transcends its ordinary meaning or use and enhance the character and identity of the park or recreational facility?

#### **IV. Review Criteria and Costs**

All aspects of the dedication, monuments, signage, and any other forms of recognition will be reviewed on a case-by-case basis.

Any costs associated with such recognition will be the responsibility of the requestor. The requestor can be an individual, group of individuals, organization, business or the City.

Review Criteria will include but not be limited to:

- A.) Scale of recognition
- B.) Impact on park visitors
- C.) Ease and cost of maintenance
- D.) Compatibility of materials and design with the area surrounds

Once the recognition is installed and accepted by the City, the costs of maintenance and repairs will be the City's responsibility, unless otherwise agreed upon in writing by all parties prior to the final decision of approving the dedication.

#### **V. Determination of Dublin City Council**

In the event the criteria in this policy are not met, Dublin City Council may, in its sole judgment, select to dedicate a park facility, amenity or feature. Additionally, individuals, groups or business not meeting the criteria are eligible for memorial stones and/or a tree within the Patron's Sycamore Grove at the *Grounds of Remembrance* and are eligible for a living memorial or recognition in the form of a tree and plaque within the City's *Legacy Tree Program*.