

Appendix A



City of Dublin

Emergency Operations Center

EOC Plan



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Multi-Agency Coordination System (MACS)

On large or wide-scale emergencies that require high-level resource management or information management, a Multi-Agency Coordination System (MACS) may be required. Multi-Agency Coordination Systems are a combination of resources (personnel, equipment, facilities, communications, & procedures) that are integrated into a common framework for coordinating and supporting incident management activities.

For purposes of this plan, the Emergency Operations Center (EOC) and the Joint Information Center (JIC) will serve as the primary components for the City of Dublin's Multi-Agency Coordination System (MACS).

Emergency Operations Center - Overview

The Emergency Operations Center (EOC) is a centralized location from which emergency operations can be directed and coordinated. It is only used when the Multi-Agency Coordination System is being utilized in conjunction with the Incident Command System (ICS). The EOC is the location from which the coordination of information and resources to support field incident management activities take place. The EOC is designed to support multi-agency coordination and joint information activities.

The primary functions of the Emergency Operations Center include:

- Develop and Maintain Situational Awareness
- Coordination of Information
- Coordination of Resources
- Resource Support
- Strategic Overview
- Policy and Decision Making
- Emergency Communications
- Coordinate and Resolve Interagency and Intergovernmental Issues
- Establish Response and Recovery Priorities
- Central Command and Control

*****It should be noted that direct tactical and operational responsibility for the conduct of incident management activities rests with the on-scene Incident Commander, NOT the EOC.**

Under certain specific circumstances or conditions, the emergency operations center (EOC) may also operate as the incident command post depending on the type and circumstances of the critical incident, especially if there is no actual scene to manage (i.e. public health disaster, area command, etc.).

Activation of the City of Dublin's EOC

Authority to Activate the Emergency Operations Center

As emergency situations threaten to occur or actually occur; the City Manager, Assistant City Manager, or the Chief of Police (or any person assigned or designated to an "acting" role in any of these positions) may activate the City of Dublin's Emergency Operations Center (EOC) to facilitate evaluation, conduct incident planning, and possibly activate or implement any and/or all emergency functions, staffing, and/or resources in order to effectively respond to and recover from an emergency or critical incident.

Circumstances (Trigger Events) for Activation of the EOC

The following circumstances may require the activation of the City of Dublin's Emergency Operations Center:

- When unified or area command has been established.
- When more than the City of Dublin and Washington Township have become involved in the management and response to a critical incident.
- If similar incidents in the past have required EOC activation.
- When the Incident Commander indicates that the critical incident could expand rapidly or involve cascading events.
- When the dispatch workload increases to the point that it can no longer provide logistical support.
- When a critical incident is imminent and/or when there is an elevated threat level(s).
- When the City Manager, Assistant City Manager, and/or the Chief of Police have directed the activation of the EOC.

Emergency Operations Center (EOC) Location

1. Primary Emergency Operations Center

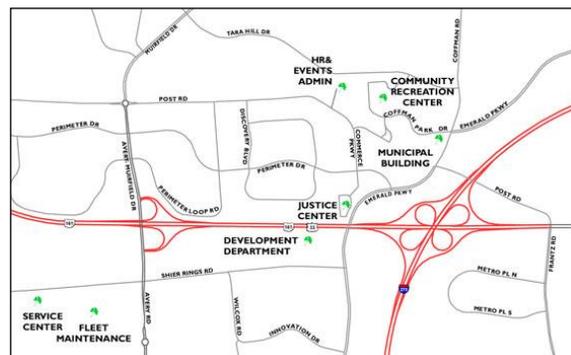
City of Dublin Justice Center,
Dublin Division of Police (EOC area)
6565 Commerce Parkway, Dublin, Ohio

2. Secondary Emergency Operations Center

City of Dublin Service Center Complex
Dublin Department of Service
6555 Shier-Rings Road, Dublin, Ohio

Tertiary Locations include:

- City Hall
- Washington Township Fire Administration Building
- Dublin Recreation Center



Activation Levels of the Emergency Operations Center

The city official who authorizes the activation of the Emergency Operations Center (EOC) shall also determine the level of activation for the EOC. The Dublin EOC is considered a “warm” facility as it has critical systems and equipment in place, but it does require a moderate start-up period (<60 minutes).

The following are the four levels of activation for the EOC:

- Level 1: Ready the EOC
- Level 2: Monitor Mode of the EOC
- Level 3: Partial Activation of the EOC
- Level 4: Full Activation of the EOC

Continuity of Operations

In the absence of division/department director, the next person in the chain of command of that work division or unit shall assume responsibility for the position. The City of Dublin does maintain a succession planning list to be utilized as part of the city’s continuity of operations. In addition, the City of Dublin maintains a Business Recovery Plan to aid in the continuity of operations.

Notification to Report to the Emergency Operations Center

Identified city staff will be notified to report to the activated Emergency Operations Center using the “Telephone Call-Out Tree”. The “Telephone Call-Out Tree” will direct specific division/department heads to contact/notify other identified division heads. Division heads will also determine who they need to contact from their own work division/unit in order to assist in the response and recovery from a critical incident. Those employees contacted will report to their designated assignments within 60 minutes of notification.

Level 1 Activation: Ready the EOC

The Emergency Operations Center is put together and readied for activation. No staff is assigned to the EOC, but all equipment and facilities are in place and operational. The EOC should be operational within 60 minutes of activation. The Authorizing Official has the discretion to scale down or ramp up staffing requirements based on the circumstances of the incident.

Situation Description	Minimum Staffing Requirements
Discretion of the Authorizing Official	Emergency Management Coordinator Technical Services Director

Level 2 Activation: Monitor Mode

The Emergency Operations Center is staffed with key personnel only in order to monitor the critical incident situation and/or status. The EOC should be operational and staffed with select key personnel within 60 minutes of activation. The Authorizing Official has the discretion to scale down or ramp up staffing requirements based on the circumstances of the incident.

Description	Minimum Staffing Requirements
Discretion of the Authorizing Official	City Manager
Small Critical Incident or Event	Assistant City Manager
Single Disaster Site Location	Chief of Police
Potential Severe Weather Threat	Washington Township Fire Chief
Elevated Threat Level	Director of Public Services
	Director of Community Relations

The City Manager, Assistant City Manager, and/or the Chief of Police may also seek the advice or input from a policy group to be determined. The policy group consists of select key management staff from city divisions. The policy group focuses on the overall strategy for the response, overall response priorities, policy setting, and recovery. This group includes the directors from the following work divisions/units, however depending upon the incident and the discretion of the City Manager, Assistant City Manager, and/or Chief of Police; *only select members may be activated depending on the emergency event.*

Streets & Utilities	Engineering	Community Relations
Facilities	Fleet	Information Technology
Building Standards	Economic Development	Finance
Accounting	Fiscal Administration	Human Resources
Planning	Parks & Open Spaces	Recreation Services
Taxation	Court Services	Volunteer Services
Events Administration	Police	Legislative Affairs
Law Director	Washington Township FD*	

Any Other Staffing Designated – This may include, but not be limited to: Senior Project Manager, Management Assistants, Dispatchers, Office Assistants, Staff Assistants, Executive Assistants, etc.

Level 3 Activation: Partial Activation of the EOC

The Emergency Operations Center is staffed with select key personnel and other key personnel from other responding agencies. The EOC should be operational and staffed with select key personnel within 60 minutes of activation. The Authorizing Official has the discretion to scale down or ramp up staffing requirements based on the circumstances of the incident.

Description	Minimum Staffing Requirements
Discretion of the Authorizing Official Moderate Size Critical Incident or Event Two or More Disaster Sites Several Agencies Involved Major Scheduled Event Limited Evacuations Resource Support Required	City Manager Assistant City Manager Chief of Police Washington Township Fire Chief Director of Public Services Director of Community Relations Director of Streets & Utilities Director of Engineering Director of Building Standards Director of Development Director of Finance Emergency Management Coordinator Senior Public Information Officer Technical Services Director Services Bureau Commander Operations Bureau Commander (ICP) Scribe/Logger – For each work group (4) Dublin City Schools Representative Any Other Staffing Designated

The City Manager, Assistant City Manager, and/or the Chief of Police may also seek the advice or input from a policy group to be determined. The policy group consists of select key management staff from city divisions. The policy group focuses on the overall strategy for the response, overall response priorities, policy setting, and recovery. This group includes the directors from the following work divisions/units, however depending upon the incident and the discretion of the City Manager, Assistant City Manager, and/or Chief of Police; *only select members may be activated depending on the emergency event:*

Streets & Utilities	Engineering	Community Relations
Facilities	Fleet	Information Technology
Building Standards	Economic Development	Finance
Accounting	Fiscal Administration	Human Resources
Planning	Parks & Open Spaces	Recreation Services
Taxation	Court Services	Volunteer Services
Events Administration	Police	Legislative Affairs
Law Director	Washington Township FD*	

Any Other Staffing Designated – This may include, but not be limited to: Senior Project Manager, Management Assistants, Dispatchers, Office Assistants, Staff Assistants, Executive Assistants, etc.

Level 4: Full Activation of the EOC

The Emergency Operations Center is fully staffed by all personnel with EOC responsibilities. The EOC should be operational and staffed with key personnel within 60 minutes of activation. The Authorizing Official has the discretion to scale down or ramp up staffing requirements based on the circumstances of the incident.

Description	Minimum Staffing Requirements
Discretion of the Authorizing Official Major Critical Incident or Event Multiple Disaster Sites Regional Disaster Critical Incident with Multiple Agencies Extensive Evacuations Major Resource Support Required	City Manager Assistant City Manager Chief of Police Washington Township Fire Chief Director of Public Services Director of Community Relations Director of Streets & Utilities Director of Engineering Director of Building Standards Director of Parks & Open Space Director of Development Director of Finance Emergency Management Coordinator Senior Public Information Officer Technical Services Director Services Bureau Commander Operations Bureau Commander (ICP) Dublin City Schools Representative Scribe/Logger – For each work group (4) Any Other Staffing Designated

The City Manager, Assistant City Manager, and/or the Chief of Police may also seek the advice or input from a policy group to be determined. The policy group consists of select key management staff from city divisions. The policy group focuses on the overall strategy for the response, overall response priorities, policy setting, and recovery. This group includes the directors from the following work divisions/units, however depending upon the incident and the discretion of the City Manager, Assistant City Manager, and/or Chief of Police; *only select members may be activated depending on the emergency event.*

Streets & Utilities
Facilities
Building Standards
Accounting
Planning
Taxation
Events Administration
Law Director

Engineering
Fleet
Economic Development
Fiscal Administration
Parks & Open Spaces
Court Services
Police
Washington Township FD*

Community Relations
Information Technology
Finance
Human Resources
Recreation Services
Volunteer Services
Legislative Affairs

Any Other Staffing Designated – This may include, but not be limited to: Senior Project Manager, Management Assistants, Dispatchers, Office Assistants, Staff Assistants, Executive Assistants, etc.

Concept of Operations - Emergency Operations Center

The Office of the City Manager will serve as the lead division/department for the City of Dublin in facilitating coordination among local, county, state, federal, non-government, and/or private sector agencies. The police division will serve as the secondary division in support of the Office of the City Manager.

As emergency situations or critical incidents threaten to or actually occur; the City Manager, Assistant City Manager, and/or the Chief of Police (or any person assigned or designated to an "acting" role in any of these positions) may activate the City of Dublin's Emergency Operations Center to facilitate evaluation, conduct incident planning, and/or activate/implement any and/or all emergency functions, staffing, and resources. In addition, the authorizing official shall also identify the level of activation (1, 2, 3, or 4).

Upon the decision to activate the Emergency Operations Center (EOC) as well as the level of activation, the following protocol will be followed:

- Using the "Telephone Call-Out Tree", select city staff members will be notified based on the level of activation and discretion of the activating city official. Those city staff members notified and requested to respond to the EOC will report to the identified Emergency Operations Center (EOC). The EOC staffing layout will identify the primary designations and locations for key personnel assigned to the Emergency Operations Center.
- In the absence of one of these select city staff members, the next person in the chain of command of that division/section shall assume responsibility for the position.
- Employees of the City of Dublin will use their city identification cards (ID) as a means of identification and for gaining access to restricted areas (i.e. incident command post, emergency operations center, joint information center, staging area, perimeter of operations, etc.). City ID cards must be brought with the employee and displayed at all times. Other credentialing systems may be implemented at the discretion of the Incident Commander and/or EOC.
- Employees assigned to the EOC are strongly encouraged to prepare and bring a "go-bag" with them that should contain: cell phone & charger, portable radio & charger, laptop/tablet computer & charger, city identification card, hard copies of resource lists and contact lists, hard copy of the EOP, hard copies of division special operating guidelines, other necessary work documents, personal hygiene items, medication, and at least one (1) change of clothing.
- The City Manager, Assistant City Manager, and/or the Chief of Police (or any person assigned or designated to an "acting" role in any of these positions) -OR- the designee of the City Manager will function as the Emergency Operations Center Manager (EOC Manager) in charge of the Emergency Operations Center (EOC).
- Upon arrival at the Emergency Operations Center, the EOC Manager or his/her designee will provide staff members with a briefing on the incident, the current status of the incident, current situation report, specific assignments, duties, and responsibilities.
 - Work areas have been identified in the Emergency Operations Center for key organizational components within the City and select organizations external to the City.
- The EOC Manager or his/her designee will implement security measures for the EOC to ensure a safe and secure environment and so that only authorized persons are allowed into the EOC.

- A police officer should be assigned to the entrance to the EOC to ensure only authorized employees are granted access to the EOC. This officer should be provided with a list of responding employees in order to assist him/her in this duty.
- A police officer may also be assigned to the entrance of the Justice Center to ensure only authorized persons are granted access to the Justice Center. If assigned, this officer should be provided with a list of responding employees and others who will be granted access to the Justice Center in order to assist him/her in this duty.
- The EOC Manager or his/her designee shall ensure that communications are established between the Emergency Operations Center (EOC), the Incident Command Post (ICP), and the Dublin Police Communications Center in order to determine what resources are needed to support the incident response and operations.
- The EOC Manager or his/her designee, in consultation with the Incident Commander, should identify the location of the staging area for internal and external response personnel, equipment, supplies, vehicles, and resources.
- The EOC Manager should establish a schedule for updating and exchanging incident information (briefings) with the Incident Commander (i.e. hourly, after key events, discretionary, etc.).
- The EOC Manager should establish a schedule for updating and exchanging incident information (EOC briefings) with the leaders of the EOC operations, coordination, and resources work groups (i.e. hourly, after key events, discretionary, etc.).
- During EOC activation, EOC representatives in consultation with the Incident Commander or Incident Command Post should identify existing internal resources that are available to support the response to the incident.
- During EOC activation, EOC representatives in consultation with the Incident Commander or Incident Command Post should identify external resources (i.e. via mutual aid, county EMA EOC, LERP, FERP, contractual, etc.) that are available to support the response to the incident.
- During EOC activation, all EOC representatives are expected to coordinate directly with their functional counterparts in the local, county, state, federal, non-government, and private sector.
- During EOC activation, all EOC representatives are expected to identify, inventory, and/or track all resources (by type and kind if applicable) that were available to support response operations, including facilities, equipment, vehicles, personnel, supplies, systems, and other resources.
- During EOC activation, all EOC representatives are responsible for identifying and securing replacement resources. This includes planning for resource replacement before being requested or needed.
- During EOC activation, EOC representatives and the Incident Commander or Incident Command Post should coordinate and determine what equipment, resources, and/or supplies are no longer needed to support the response effort.
- During EOC activation, EOC representatives and the Incident Commander should coordinate and implement demobilization and deactivation procedures.
- During EOC activation, all EOC representatives are responsible for keeping records to document resources utilized in support of the cost recovery effort.

- During EOC activation, each EOC work group (EOC Management, Operations, Coordination, and Resources) shall maintain documentation on decisions, actions, assignments, etc.
 - Scribes/loggers assigned to work groups may assist in the documentation function.
 - Documentation may be completed by using hard copy forms, the online EOC Message & Status Board (accessible via the police intranet), HTE (CAD, RMS, etc.), other electronic means (i.e. Excel, Access, Word, etc.), and/or any combination of the previously mentioned means.

De-Activation of the Emergency Operations Center

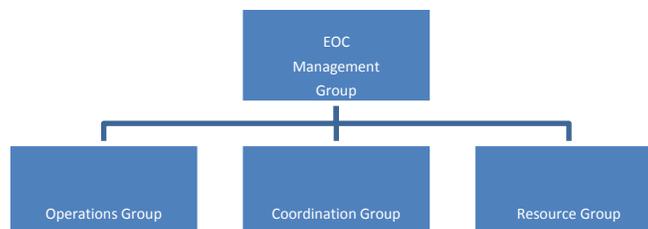
The Emergency Operations Center will remain operational until such time as the City Manager, Assistant City Manager, or the Chief of Police orders deactivation and closure. It is likely that closure of the EOC will occur by ramping down the levels of activation rather than just an abrupt closure. It should be noted that EOC's often remain activated to facilitate recovery efforts or needs long after the Incident Command completes its on-scene mission. The process of planning for demobilization and de-activation should begin as soon as personnel, equipment, supplies, vehicles, and resources are mobilized.

Assignments for the Emergency Operations Center (EOC)

The National Incident Management System (NIMS) does not require Emergency Operations Centers (EOC) to adopt the Incident Command System (ICS) as its organizational structure. In order to reduce confusion with ICS titles, functions, and roles, the EOC will adopt an organizational structure based on major management activities or functions:

- EOC Management Group
- Operations Group
- Coordination Group
- Resource Group

Each work group will have a number of work units/divisions that are assigned to that specific group (in a few cases some members "may" have roles in more than one group). Each work group will have assigned functions that the group is responsible for completing. Each work group will also have assigned emergency support functions (ESF). Each emergency support function will have a work unit/division serving as the lead on that emergency support function to ensure that it is completed in proper and timely manner.



EOC Management Group – The overall management of the EOC is the responsibility of the City Manager (or acting City Manager). The City Manager may assign other individuals or a team to assist him/her with this function. Members of this group may include, but are not limited to:

- City Manager/Emergency Management Director
- Assistant City Manager
- Chief of Police
- Washington Township Fire Chief
- Legislative Affairs
- Law Director
- Director of Human Resources
- Emergency Management Coordinator

EOC Management Group Functions: Functions to be completed by the EOC management Group include, but are not limited to:

Overall Management of the EOC and JIC	Chapter 36 Responsibilities
Emergency Proclamation/Regulation	Emergency Legislation
Keep City Council Informed	Complete After Action Report
Strategic Overview	Policy Establishment
Response Priorities	Continuity of Government
Decision Making (Protect Life & Property)	Overall Command & Control
Mutual Aid Request	National Guard Request

ICS Liaison: Liaison with the Incident Commander or the Unified Command from the Incident Command Post.

Emergency Support Functions:

ESF # 5 – Emergency Management (Office of the City Manager): The scope of this function includes, but is not limited to: coordination of incident management and response efforts, issuance of mission assignments, resource and human capital, incident action planning, and financial management.

A scribe/logger should be assigned to this group to document decisions, actions, assignments, etc.

Emergency Powers and Duties - Guidance

In the event of an emergency or disaster, the City of Dublin's Code of Ordinances identifies emergency powers and duties. See code for exact language, the below is for quick reference only.

Dublin City Council - 36.05 (A) - The Dublin City Council may convene to perform its legislative powers as the disaster situation demands; shall receive reports relative to all phases of emergency management activities; and may declare an end to the emergency period.

Dublin City Manager – 36.05 (B) - The Emergency Management Director may exercise the emergency power and authority necessary to fulfill his/her general powers and duties. The judgment of the Emergency Management Director shall be the sole criteria necessary to invoke emergency powers provided in the Revised City Charter, the Codified Ordinances and other appropriate authorities, and to declare an emergency period.

- During any period when disaster threatens or when the city has been struck by disaster, the City Manager may promulgate such regulations as he/she deems necessary to protect life and property and preserve critical resources. Such regulations may include, but shall not be limited to the following:
 - Regulations prohibiting or restricting the movement of vehicles in order to facilitate the emergency work forces, or to facilitate the mass movement of persons from critical areas within or without the city.
 - Regulations pertaining to the movement of persons from areas deemed to be hazardous or vulnerable to disaster.
 - Such other regulations necessary to preserve public peace, health and safety.

Regulations promulgated in accordance with the authority above will be given widespread circulation by proclamations published and circulated by all available means, such as TV, radio, postings, local warning system, etc. These regulations will have the force of ordinance when duly filed with the Clerk of Council and violations will be subject to the penalties provided.

- The Emergency Management Director shall direct resources to the aid of other communities when required in accordance with the statutes of the state, and he/she may request the county, state, or a local subdivision of the state to send aid to the city in case of disaster when resources of the city are no longer adequate to cope with the disaster.
- The Emergency Management Director may, during response and recovery operations, obtain vital supplies, equipment and other properties found lacking and needed for the protection of health, life, and property of the people, and bind the city for the fair value thereof.
- The Emergency Management Director may require emergency services of any city officers or employees. If regular city resources are determined to be inadequate, the Director may require the services of such other personnel as he can obtain that are available, including citizen volunteers.

Operations Group – The operations group includes representatives from each organizational component with responsibility for any portion of the response to the emergency event or public safety operations. The Operations Group will be led by the Chief of Police or a designee appointed by the City Manager. Members of this group may include, but are not limited to:

Office of the City Manager	Police
Washington Township Fire/EMS Department	Streets and Utilities
Community Relations	EOC Communications

Operations Group Functions: Functions to be completed by the Operations Group include, but are not limited to:

Direct Support to Incident Command	Public Safety Operations
Warning System Activation (DEWS)	Evacuation
Emergency Calling System Activation (DECS)	Perimeter Control
Traffic Management/Control	Crowd Control
Search and Rescue	Emergency Medical Services
Fire Control/Management	Public Education
Public Health Needs	Information Management
Rumor Control	Criminal Investigation
Evidence Collection	Manage Disaster Communications
Clear Streets	Remove Debris
Conduct Initial Damage Assessment	Emergency Communications
Hazardous Materials Response	Coroner and Funeral Home

ICS Liaison: Liaison with the Operations Section from the Incident Command Post.

Emergency Support Functions:

ESF # 4 – Firefighting (WTFD): The scope of this function includes, but is not limited to: coordination of firefighting activities and support to firefighting operations.

ESF # 9 – Search & Rescue (WTFD): The scope of this function includes, but is not limited to: life-saving assistance and search and rescue operations.

ESF # 10 – Hazardous Materials (WTFD): The scope of this function includes, but is not limited to: hazardous material(s) response and environmental clean-up.

ESF # 13 – Public Safety and Security (Police): The scope of this function includes, but is not limited to: facility and resource security, security planning, technical resource assistance, public safety and security support, and support to access, traffic, and crowd control.

ESF # 15 – Emergency Public Information (Community Relations): The scope of this function includes, but is not limited to: emergency public information, protective action guidance, media relations, community relations, and legislative affairs.

A scribe/logger should be assigned to this group to document decisions, actions, assignments, etc.

Operations/Response Group Checklist

The following should be considered in the course of response operations:

- What is the threat or incident?
- Can the threat be prevented or minimized?
- Should any warning systems be activated?
- Should any notifications and/or warnings be issued?
- Should the EOC staffing be expanded?
- Should residents be evacuated or sheltered-in-place?
- Should lifesaving response activities be initiated?
- Can damage to property and/or the environment be minimized?
- Can recovery actions be planned?
- Where is the incident location?
- What is the scope of the incident, and degree of containment and control?
- What agencies are involved?
- How many units do are on scene, involved, and responding?
- What are the threats to the first responders and to the public?
- What strategies and/or tactics can be used to manage the incident?
- What information should be released on the threat to the public?
- What information should be released about areas to avoid, evacuations, etc.?
- Should traffic be detoured or re-routed?

Coordination Group – The coordination group includes representatives from each organizational component with responsibility for the collection and analysis of data, including damage data, damage prediction data, damage analysis, debris management, weather data, continuity planning, recovery planning, etc. The Coordination Group will be led by the Director of Public Services or a designee appointed by the City Manager. Members of this group may include, but are not limited to:

Engineering	Building Standards
Planning	GIS
Private Utilities	Public Utilities
Economic Development	Parks & Open Space

Coordination Group Functions: Functions to be completed by the Coordination Group include, but are not limited to:

Continuity Planning	Recovery Planning
Hazard Analysis	Threat Assessment
Damage Assessment	Damage Prediction
Weather Data	Debris Management
Survey Disaster Area	Survey Infrastructure
Conduct Utility Assessment	Conduct Inspections
Maintenance/Repair to Warning Sirens	Maintenance/Repair to Traffic Signals
Maintain Situational Status	Demobilization Planning
Determine Short-Term Staffing Needs	Determine Long-Term Staffing Needs

ICS Liaison: Liaison with the Planning Section from the Incident Command Post.

Emergency Support Functions:

ESF # 1 – Transportation (Engineering): transportation safety, restoration/recovery of transportation infrastructure, movement restrictions, and damage and impact assessment.

ESF # 3 – Public Works and Engineering (Engineering): infrastructure protection and emergency repair, infrastructure restoration, engineering services, construction management, and emergency contracting support for life-saving and life-sustaining devices.

ESF # 11 – Agriculture/Natural Resources (Parks & Open Space): nutrition assistance, animal and plant disease, pest response, food safety and security, and natural and cultural resource protection and restoration.

ESF # 12 – Energy (Private Utilities): energy infrastructure assessment, repair, and restoration; utilities coordination; and energy forecast.

ESF # 14 – Recovery (Economic Development): social and economic community impact assessment, long-term community recovery assistance, and analysis and review of mitigation program implementation.

A scribe/logger should be assigned to this group to document decisions, actions, assignments, etc.

Coordination Group Checklist

The following questions should be considered in the course of coordination operations:

Threat Analysis

- What is the current situation – its location, origins, impact, extent, etc.?
- How likely is the situation to worsen or escalate?
- What is the likely time frame and does it impact decision making?
- What are the implications for preparation, prevention, and response actions?
- What additional information do we need for decision making?

Coordination Information

- What is the status of the city's critical infrastructure?
- What is the status of the city's transportation infrastructure?
- What is the status of the city's energy infrastructure?
- What is the status of the city's utility infrastructure?
- Do impact assessments for injuries and fatalities exist?
- Do impact assessments for critical infrastructure and property damage exist?
- What intelligence information exists on the threat or incident?
- Does weather forecast information exist?
- What special needs groups need addressed?

Recovery

- Are recovery actions planned?
- What are the plans for demobilization?

Resource Group – The resource group includes representatives from each organizational component that is providing or may be requested to locate, provide and track resources for the response and transportation, sheltering, and food/water distribution. The Resource Group will be led by the Assistant City Manager or a designee appointed by the City Manager. Members of this group may include, but are not limited to:

Events Administration	Information Technology (I.T.)	Fleet
Facilities	Courts	Human Resources
Volunteer Services	Recreation Services	Finance (Procurement)
Accounting and Auditing	Fiscal Management	Streets & Utilities
American Red Cross	Dublin City Schools	County EMA
Dublin Methodist Hospital	County Public Health	COTA

Resource Group Functions - Functions to be completed by the Resource Group include, but are not limited to:

Receive and Prioritize Resource Requests	Locate/Order Resources
Assign Resources According to Priorities	Track Resource Assignment/Use
Pay for Resources	Mutual Aid Requests
Establish Shelters (FCEMHS/Red Cross)	Assist with Shelter Operations
Provide Transportation for Special Needs	Food/Water Distribution
Contract Management	Cost Accounting & Analysis
Employee Time Keeping	Monitor & Manage Fuel Consumption
Record Management and Maintenance	Volunteer Management
Donation Management	Manage Credentialing System/Process
Financial Settlements	Legal Settlements
Maintain Records for Cost Recovery	Operation of Critical City Facilities
Disposal of Excess Supplies	Incident Documentation
Provide Phone Capabilities	Provide IT Network Capabilities Compile

ICS Liaison: Liaison with the Logistics and Finance/Administration Sections from the Incident Command Post.

Emergency Support Functions:

ESF # 2 – Communications (I.T.): coordination with telecommunications and information technology industries, restoration and repair of telecommunications infrastructure, protection and sustainment of cyber and information technology resources, and oversight of communications.

ESF # 6 – Mass Care (American Red Cross & Recreation Services): mass care, emergency assistance, disaster housing, human services, safety and well-being of household pets, and transportation.

ESF # 7 – Resource Support and Logistics (Events Administration): resource support and comprehensive logistics planning, management, and sustainment capability.

ESF # 8 – Public Health and Medical (Franklin County Board of Health): The scope of this function includes, but is not limited to: public health, medical, mental health services, and mass fatality management.

A scribe/logger should be assigned to this group to document decisions, actions, assignments, etc.

Resource Management Checklist

When an incident occurs, personnel who have resource management responsibilities should continually identify, refine, and validate resource requirements. Resource availability and requirements constantly change as the incident evolves. Resource management and coordination among all response partners should begin as early as possible, preferably prior to incident response activities.

Resources at an incident must be managed effectively. Resources are defined as personnel, teams, equipment, supplies, facilities, and vehicles. Maintaining an accurate and up-to-date picture of resource utilization is a critical component of incident management.

Categorizing Resources

- Resource Category (function)
- Kind (describes the resource)
- Type (size, capability, capacity, and staffing)
- Count (quantity)

Inventory

- Keep an inventory and maintain current data on available resources.
- What inventory is available (dispatch, EOC, IC/UC, etc.), and resource availability.
- Are resources stockpiled?
- Are resources supplied per a contract?
- Where are resources stored, located, or positioned?
- What actions trigger re-stocking of resources?
- What strategies do you have for augmenting or obtaining additional resources?
 - Current Inventory
 - Pre-emergency Purchase and Storage
 - Existing Vendor Contracts or Purchase Orders
 - Standby Contracts
 - Mutual Aid Agreements
 - Shared Resources with NGO or Private Sector
 - Solicited Donations
 - LERP, FERP, County EMA, etc.

Identify Resource Requirements

- What is needed?
- How much is needed?
- Do we need more or less?
- Where is it needed?
- When is it needed?
- Who will be receiving or using it?
- What are the estimated costs for resources?

Ordering and Acquiring Resources

- Request local resources first.
- Request adjacent local resources (mutual aid, MOU, contracts, etc.)
- Request county or regional resources via the county EMA EOC.
- Request state resources via the county EMA EOC.
- Flow of Requests & Assistance:
 - Incident Command/Unified Command
 - Local EOC
 - County EOC
 - State EOC
 - Federal Joint Field Office
- Every resource order should contain the following essential elements of information:
 - Incident Name
 - Order and/or Request Number
 - Date and Time of Order
 - Quantity, Kind, and Type of Resources Needed
 - Reporting Location and Contact
 - Requested Time of Delivery
 - Communication System Used
 - Person/Title Placing Request
 - Callback Telephone Number
 - Source Contact Information
 - Estimate Time of Arrival
 - Estimated Cost
 - Any Changes Made to the Order

Dispatching and Mobilizing Resources

- Date, time, place of departure
- Mode of transportation
- Estimated time of mobilization
- Estimated time of arrival (ETA)
- Reporting location
- Anticipated assignment
- Anticipated duration of deployment
- Resource order number
- Incident number
- Applicable cost and funding codes
- Check-In
- Credentialing:
 - Current certification, license, or degree
 - Training and experience
 - Competence or proficiency
 - Letter from Organization

- If an individual is qualified, the credentialing agency acts as follows:
 - Create a record, create a database, and update the database.
 - Issue a card/identification (with an expiration date).
 - Notify the department/agency.
 - Upload the information to the management infrastructure.

Tracking and Reporting Resources

- Provide a clear picture of where resources are located.
- Help staff prepare to receive resources.
- Establish staging areas to receive resources prior to assignment.
- Protect the safety and security of personnel, equipment, and supplies.
- Enable resource coordination and movement.
- What resource management system is used to collect, update, process, and track resource data?
- What is the back-up/redundant system in the event the primary system is disrupted/unavailable?
- Are communications and I.T. integrated into organizations and processes to track resources?

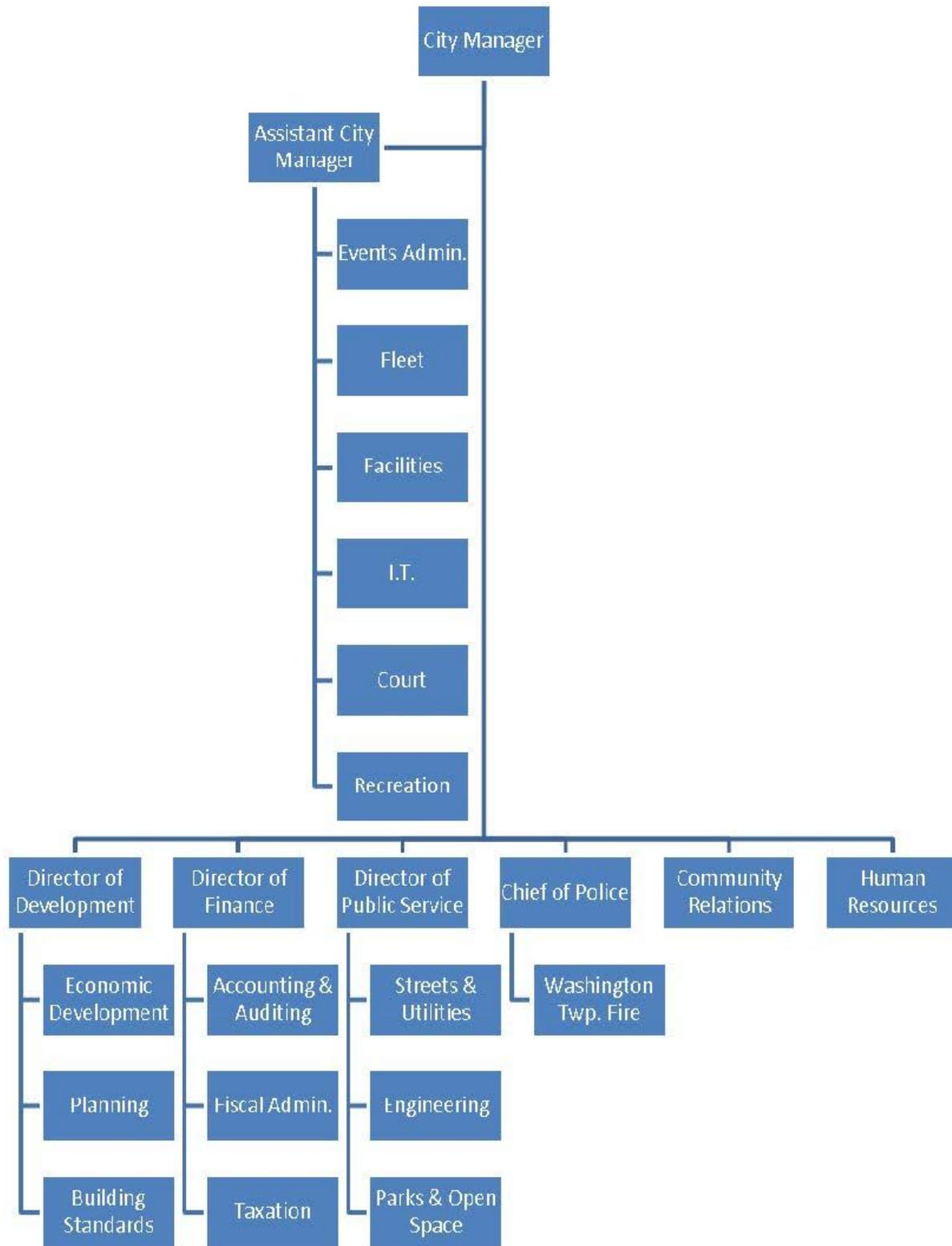
Recovering and Demobilizing Resources

- Recovery of Resources (resources rehabilitated, replenished, disposed of, etc.)
- Demobilization of Resources (orderly, safe, efficient return to its original location and status)
- Non-Expendable Resources (personnel, vehicles, durable equipment)
- Expendable Resources (water, food, fuel, one-time-use supplies).
- Early demobilization planning begins at the same time as mobilization.
- What are the organization's protocols to de-mobilize resources, and return resources to normal status?

Reimbursement for Resources (Recoup Funding)

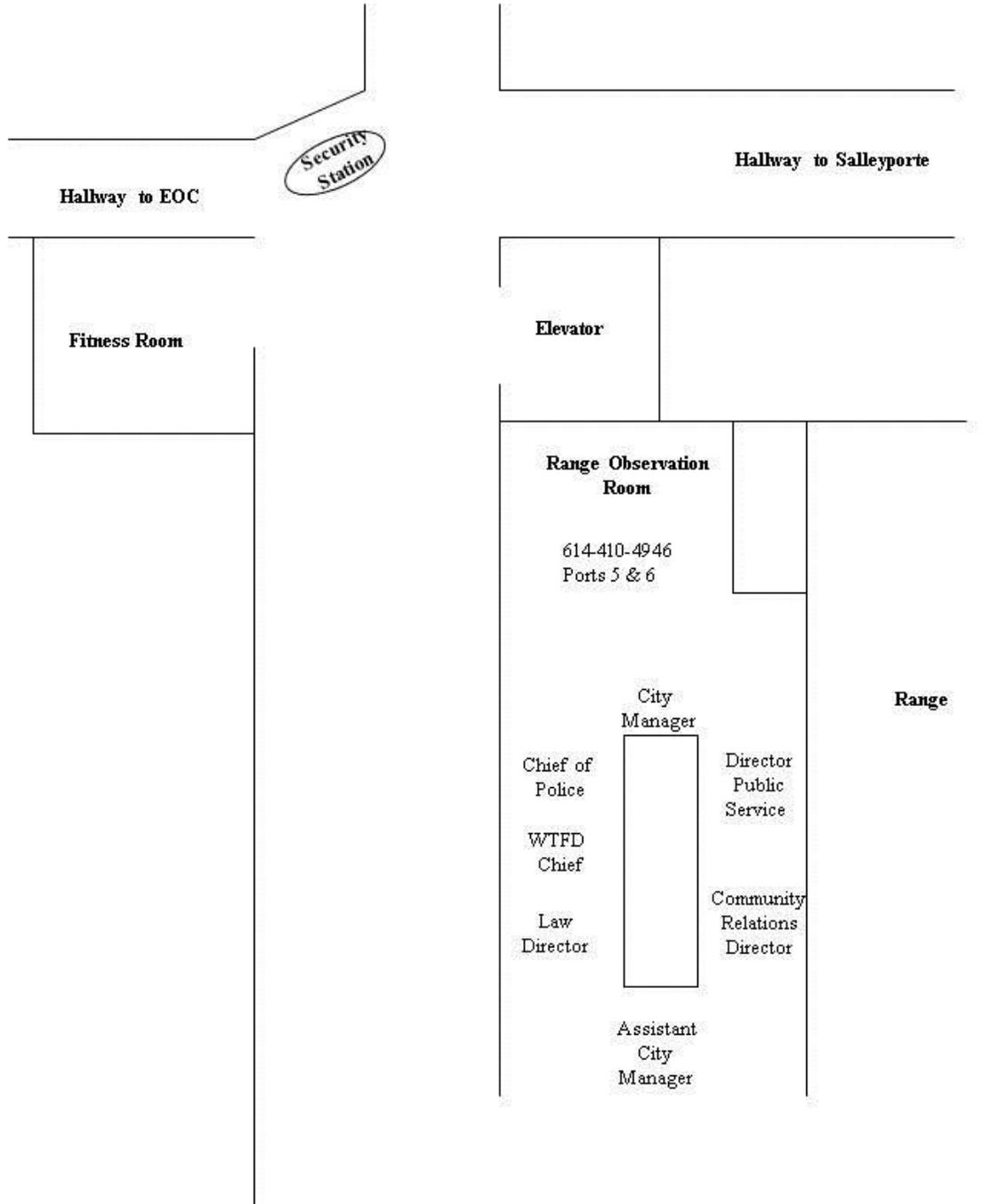
- Collect bills and documentation.
- Collect time sheets.
- Validate costs against the scope of work.
- Ensure that proper authorities are secured.
- Use proper procedures and forms.
- Access reimbursement programs.

Telephone Call-Out Tree



Executive Conference Room Layout - Justice Center

Executive Conference Room Layout



Joint Information Center - Justice Center

The Joint Information Center (JIC) will be located at the normal Division of Community Relations location (annex next to City Hall). However, in the event, that the JIC would need to be re-located to the Dublin Justice Center, the police administrative conference room would serve as the JIC location.

EOC (Secondary) Layout - Service Center

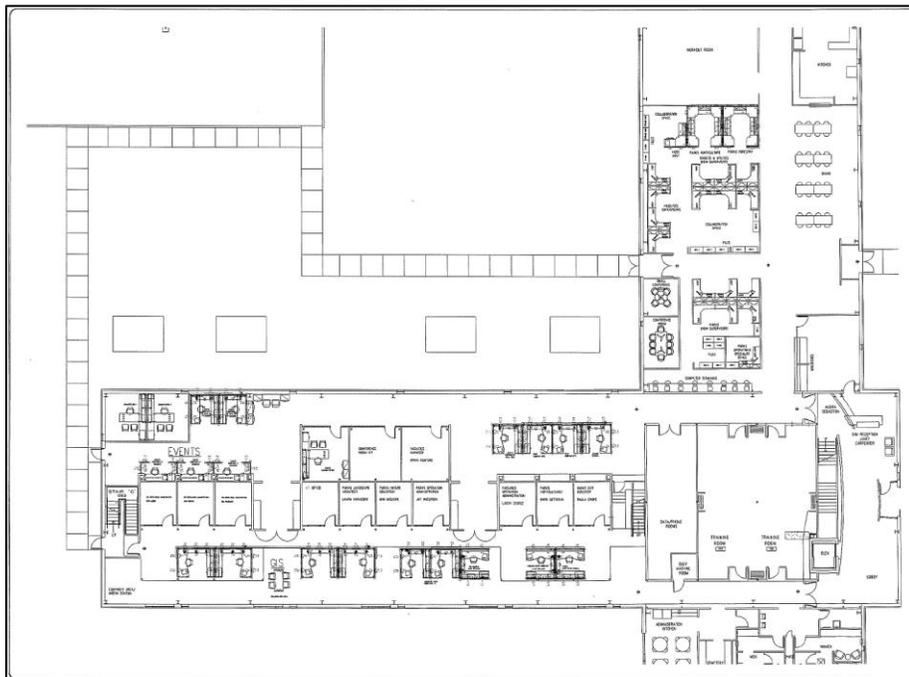
The Dublin Service Center secondary Emergency Operations Center (EOC) location already has existing computer and telephone workstations in place. The Service Center also has full back-up generator power.

This secondary EOC location may require specific city employees to be moved from their work stations to another work location, but this could be accomplished. This location in the Service Center was selected due to access, security, and logistical reasons.

Designated Work Spaces Needed for:

- EOC Management Work Group
- Coordination Work Group
- Resources Work Group
- Operations Work Space
- Executive Conference Room
- Joint Information Center

First Floor Service Center Schematic



Police Assignments for the Emergency Operations Center

Chief of Police – The Chief of Police will report to the Emergency Operations Center and handle the command, control, and coordination of all police personnel, resources, and assets.

Alternate staff assignment by order of succession: Operations Bureau Commander and Services Bureau Commander.

Technical Services Bureau Director - The Technical Services Bureau Director will report to the Emergency Operations Center to assist with communications and information technology as well as assist the Chief of Police in handling the command, control, and coordination of all police personnel, resources, and assets.

- Preparation and activation of the EOC Communication Room.

Alternate staff assignment: Communications Supervisor.

Services Bureau Commander - The Services Bureau Commander will report to the Emergency Operations Center to assist the Chief with the handling the command, control, and coordination of all police personnel, resources, and assets.

- This position may also be advised to report to the field Incident Command Post to assist with or assume Incident Command or command of police field operations.
- This position may also be scheduled to assume the Chief of Police's duties or the Operations Bureau Commander's duties during another operational period.

Alternate staff assignment: Sergeant or Corporal.

Operations Bureau Commander - The Operations Bureau Commander will report to the field Incident Command Post to assist or assume Incident Command of the critical incident or command of police field operations. If no incident command post exists, the Operations Bureau Commander will report to the Emergency Operations Center.

Alternate staff assignment: Sergeant or Corporal.

Detective-Sergeant - The Detective-Sergeant will report to the field Incident Command Post to assist with the operations and/or criminal investigation of the critical incident.

Alternate staff assignment: Community Impact Unit Sergeant, Sergeant or Corporal.

Emergency Management Coordinator/Law Enforcement Planner - The Emergency Management Coordinator/Law Enforcement Planner is designated the EOC officer and will report to the Emergency Operations Center. The duties and responsibilities of the EOC Officer include, but are not limited to:

- Preparation and activation of the EOC for operation.
- Preparation and activation of the Executive Conference Room for operation.
- Support the internal operations of the Emergency Operations Center.

Alternate staff assignment: Accreditation Manager

Accreditation Manager - The Accreditation Manager is designated to manage the facility security issues as well as manage other support functions during a critical incident:

- Assign and supervise security of the EOC and the Justice Center. The Emergency Operations Center will station one (1) **police officer** at the entrance to the EOC to ensure only authorized personnel gain access. A **second police officer or other designee** will be stationed at the main entrance to the Justice Center for general security purposes.
- Preparation and activation of the Crisis Communication Center (if possible a Communications Supervisor or the CEU Sergeant may assist in this assignment).

Alternate staff assignment: Community Impact Unit (CIU) Sergeant

Community Education Unit Sergeant - The Community Education Unit (CEU) Sergeant will report to the Joint Information Center (JIC) to assist the City PIO function. The CEU Sergeant may be deployed to the incident command post to assist with PIO functions or may be stationed in the JIC to support EOC PIO functions.

- Preparation and activation of the media information area.
- Support for the Crisis Communications Center.

Alternate staff assignment: Community Relations Division member

Police Staff Assistant/Court Liaison - The Staff Assistant will report to the Emergency Operations Center and is designated the Disaster Staffing Coordinator. The duties and responsibilities of the Disaster Staffing Coordinator include, but are not limited to:

- Notify necessary civilian and sworn personnel to report to the Incident Command Post or staging area for instructions unless advised otherwise.
- Ensure that additional communications technicians are contacted for Radio Room, Incident Command Post, and EOC coverage.
- Contact and direct at least one clerical support person to report to the EOC as soon as possible.
- Notify necessary police personnel to report for duty per the Incident Commander.

- Notify remaining Division personnel to be on "stand-by" status, be accessible at all times by telephone until taken off "stand-by" status, and prepare for later call-up should the incident not be resolved in a short period of time.
- Once the incident has been stabilized, the Incident Commander and the Chief of Police should make efforts to relieve support units of their duties. The disaster staffing pool supervisor will begin to arrange scheduling in a manner that will be aimed at returning to normal operations.

Alternate staff assignment: Patrol Sergeant or Corporal

Police Administrative Specialist – The Police Chief's Administrative Specialist will be designated the Disaster Pass Coordinator. The duties and responsibilities of the Disaster Pass Coordinator include, but are not limited to:

- Coordinate authorization passes to access the EOC.
- Ensure that City of Dublin employees use their City ID as a means of gaining initial access to the EOC. Only those persons identified in the EOC Staffing Table or their designees are authorized access to the EOC.
- EOC passes may be issued on an as needed basis by the Disaster Pass Coordinator to those persons not already employed by the city. The passes shall be limited to only those persons approved by the City Manager, Assistant City Manager, Chief of Police or any of their designees.
- The Disaster Pass Coordinator may also be assigned to the Incident Command Post to coordinate and distribute authorization passes to the actual incident area, Incident Command Post, and/or other restricted areas (i.e. staging area, media area, etc.).
- The pass coordinator will log all passes issued and be responsible for collecting the same at the end of the critical incident.

Alternate staff assignment: Division of Human Resources or Division of Recreation Services member (trained in the use of the identification card machine)

Civilian Police Employee (Communications Technician, Office Assistant, etc.) – This person(s) will function as a scribe or logger to track actions, decisions, etc. for coordination and after action purposes. This position may be staffed by any civilian employee working for the city.

Off-Duty Supervisors - All other off duty supervisors will report to the identified location for assignment: Emergency Operations Center, Incident Command Post, or identified staging area.

*NOTE: Supervisors may have to assume other roles or a Bureau Commander's responsibility if one is not unavailable. Likewise, Bureau Commanders may have to assume the Chief of Police's responsibilities if he/she is unavailable.

Additional Non-Police Assignments for the EOC

Finance Employee(s) – A finance employee(s) reporting to the Emergency Operations Center, who has not already been assigned duties per this operational plan, will be designated in a finance assignment that includes, but is not limited to the following responsibilities/duties:

- Contract Management
- Procurement
- Cost Accounting
- Cost Analysis
- Employee Time Keeping
- Determining Pay for Resources

Scribe/Logger – Any employee may be assigned to track through documentation the decisions, actions, and assignments made by a work group in the EOC. Each EOC work group should have their own scribe/logger.

After Action Report

An after action analysis and report shall be completed by the City Manager or his/her designee. The after action analysis and report should detail:

- Sustainable Actions (things that were done well)
- Areas in Need of Improvement
- Corrective Action Plan(s)

The after action analysis and report should be completed within 14 days of the EOC deactivation and forwarded to the City Manager for review and approval.

Plan Review and Update

The EOC plan should be reviewed and updated as necessary, but will be reviewed and updated at least once per calendar year.

Each division head should review the plan on an annual basis.

Each division head should review his/her work division's policies and procedures on an annual basis.

Each division head assigned responsibility in the Emergency Operations Plan shall be responsible for carrying out duties and functions assigned therein.

- Duties will include the organization and training of assigned city employees and volunteers.
- Each division head shall formulate the operational plan for his/her division.
- When approved by the Emergency Management Director, shall be integrated into the Local Emergency Operations Plan by the Emergency Management Coordinator.

Appendix B





2013 EVENT SUMMARY



EXECUTIVE SUMMARY

- Considerable Global Reach
 - Total worldwide reach in nearly 805M homes and 224 countries and territories
 - 44.2M domestically reached over four days of tournament telecast (+16% from 2011 and +3% from 2009)
 - 3.5M unique users to PGATOUR.COM
- Significant Media Coverage
 - 567 registered media in attendance representing 167 media outlets
 - 18,656 total articles, \$1.17M in estimated media value and 71.2M impressions
- Impressive Community Support
 - Sold out
 - Onsite attendance = 150,711 (+43% from 2011 and +65% from 2009)
 - Estimated that more than \$4.65M (**confidential**) in charitable dollars will be given player and captain-designated charities from the 2013 event



ATTENDANCE

- On-site attendance for the week reached 150,711, a 43% increase over the 2011 event and a 65% increase over 2009
- Daily Attendance Breakdown (all access points – main gates, clubhouse, VIP gates)

– Tuesday	9,050	+75% YOY
– Wednesday	13,881	+21% YOY
– Thursday	28,160	+64% YOY
– Friday	34,113	+50% YOY
– Saturday	36,709	+62% YOY
– Sunday	28,798	+9% YOY
– TOTAL	150,711	+43%YOY



TELEVISION





TELEVISION OVERVIEW

- Ratings Overview

- A total of 44.2M viewers tuned-in to Golf Channel and/or NBC's coverage of The Presidents Cup, a 16% increase from 2011
- The Presidents Cup received over 62 hours of coverage on Golf Channel & NBC, a 19% increase over the 52 hours in 2011
- Time Spent Viewing - Viewers that tuned to the Presidents Cup tuned-in for an average of 78 minutes throughout the week (four minutes less than the average of 82 minutes in 2011)

Year	Date	Location	Network	Air Time (ET)	HH Rating	HHs (000)	% Chg '13 vs. '11		% Chg '13 vs. '09	
							Rtg	HHs	Rtg	HHs
2013	TH 10/3	United States	GOLF	11:40AM-7:03PM ^{AAA} / 9:03PM-3:15AM ^{AAA}	1.1	878	-8%	-15%	-8%	-10%
	FR 10/4		GOLF	1:00PM-7:17PM ^{AAA} / 9:00PM-2:30AM ^{AAA}	1.2	986	-20%	-19%	-14%	-13%
	SA 10/5		GOLF	7:30AM-8:00AM ^{AAA}	0.3	255	n/a	n/a	n/a	n/a
			NBC	8:00AM-7:09PM ^{AAA}	1.7	2012	0%	5%	-26%	-25%
	SU 10/6		GOLF	7:34AM-9:25AM ^{AAA}	0.5	438	n/a	n/a	n/a	n/a
			NBC	12:00PM-6:00PM ^{AAA}	1.9	2152	-5%	-5%	-21%	-20%
Results: USA 18 1/2; International 15 1/2										



TELEVISION OVERVIEW

- Ancillary Coverage Summary
 - Golf Channel’s “Live From” Coverage:
 - During the event, Golf Channel aired its “Live From” programming Monday through Sunday
 - Total of 34 airings of “Live From” during the week which averaged a 0.1 cable rating (78k households), matching the overall average from 2011
 - The “Live From” telecast that aired Thursday (224k households) and Friday (242k households) following Golf Channel’s live coverage of the Presidents Cup, had the largest audiences for the week.
 - Golf Channel Ancillary Programming
 - The Presidents Cup - Captains' Pick Special
 - The Presidents Cup - Golf Greatest Rounds
 - The Presidents Cup Official Film
 - Inside the PGA TOUR
 - NBC Ancillary Programming
 - The Presidents Cup Preview Special



TELEVISION OVERVIEW

- Ancillary Coverage Summary, continued
 - Out of Home - The Presidents Cup content was provided to the TOUR's OOH distribution partners including:
 - iZON Media (formerly PRN)
 - Best Buy
 - Wovenmedia
 - ClearVision
- Golf Channel & NBC Promotion Summary
 - The Presidents Cup received a total of 265 promotional units on Golf Channel leading up to and during the week of the event which added an estimated 16.1 gross ratings points
 - The tournament also received significant exposure through other Golf Channel programming such as: *Golf Central*, *Golf Central Pre-Game*, *Grey Goose 19th Hole*, *Morning Drive*, *Golf Central Updates*, *Menu Line-Ups*, *Scoring Tickers*, *Inside the PGA TOUR* airings



TELEVISION OVERVIEW

- Golf Channel & NBC Promotion Summary, continued
 - Cross channel – CNBC Ticker Tune-in (10/3-10/4)
 - Off-Air Promotion via Comcast Spotlight (9/30-10/6) in Atlanta, Baltimore, Boston, Denver, Detroit and Sacramento



TELEVISION OVERVIEW

- Golf Channel & NBC Off-Air Promotion
 - Digital
 - ROS banners across NBC Digital properties footprint
 - OOH
 - NYC PATH Trains – final leaderboard day after the Presidents Cup is over
 - POS in 11 Columbus area golf courses promoting tickets and tune-in
 - GolfChannel.com
 - ROS banners
 - Video & Editorial Content
 - Social Lounge (social media conversation aggregator)
 - E-blasts
 - Special Edition newsletter created for the week of Presidents Cup
 - Weekend edition of the newsletter
 - Social Media – Twitter, Facebook, Google+ and Instagram tune-in & content promotion



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INTERNATIONAL TV

- Reach

- Worldwide television reach was to 805M homes and 224 countries and territories (46% YOY)
- Event was broadcast on 61 channels internationally
- Event was broadcast on 40 channels LIVE
- Event was aired on 25 channels in HD
- Event was broadcast in 32 languages

- Promotion

- Every international broadcaster received a :15 second “tune in” promo
- Enhanced International Feed promoted the event in lower third promos during the TOUR Championship by Coca-Cola
- Postgame
 - One hour highlight show sent to partners on Monday following the tournament
 - Inside the PGA TOUR sent to partners on Wednesday following the tournament
 - 2013 Presidents Cup Official Film to be distributed in December



DIGITAL





- Metrics
 - Daily Unique Users – 3.5M unique users (Flat from 2011 and +35% from 2009)
 - Visits – 5.1M visits (+9% from 2011 and +40% from 2009)
 - Page Views – 22M page views (+12% YOY and +31% from 2009)
 - Top 5 countries visiting the website outside of the United States:
 - Canada 12.6%
 - United Kingdom 4.4%
 - Australia 3.0%
 - Japan 2.1%
 - Germany 1.4%



PRESIDENTSCUP.COM

- Metrics
 - Daily Unique Users – 1.2M (Flat from 2011 and +28% from 2009)
 - Visits – 1.6M visits (Flat from 2011 and +34% from 2009)
 - Page Views – 2.4M page views (Flat from 2011 and +40% from 2009)

◀ RETURN TO
PGATOUR.COM



Muirfield Village Golf Club • Dublin - Columbus, Ohio - USA • October 1 - 6, 2013



PGA TOUR MOBILE SITE/APPS

- Mobile Metrics

- Mobile (WAP) Website Unique Users – 86K users (-30%YOY) *a responsive design was used this year, so coverage did not live on the mobile website.*
- Mobile (WAP) Website Page Views – 186K views (-80% YOY) *accounts for smart phone use*
- iPhone App Page Views – 1.6M views (+132% YOY)*
- iPad App Page Views – 1.7M views (Not yet launched for 2011 event)
- Android App Page Views – 476K views (+3% YOY)

*iPhone and Android leaderboard traffic was pushed to mobile web in 2013



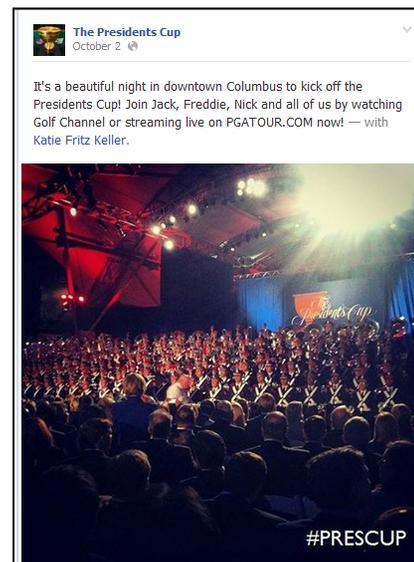
SOCIAL MEDIA





SOCIAL MEDIA

- The Presidents Cup Facebook Page – Fan Growth
 - Total “Likes” to date: 21,862 (+146% since 2011)
 - 20% increase in likes during tournament week
 - Reached 1.3M fans during tournament week
 - Page views by users logged in to Facebook during October tallied 27K
 - Top 5 countries fans live in: USA: 10,782; Australia: 2,807; Canada: 830; South Africa: 570; United Kingdom: 549



Daily "LIKES"	
30-Sep	16,873
1-Oct	17,470
2-Oct	18,006
3-Oct	18,872
4-Oct	19,316
5-Oct	19,771
6-Oct	20,236



SOCIAL MEDIA

- The Presidents Cup Twitter – Follower Growth
 - 22,070 followers to date (+198% since 2011)
 - Added 8,144 new followers during tournament week (Total growth of +55.6%)
 - Top keyword mentions: #Presidents, #Prescup, #Tiger, #Golf, #Team
 - Onsite activation included:
 - Twitter Q&A with team members to interact with fans
 - On-site “Hide and Tweet” giveaways
 - Competition and behind-the-scenes updates





MEDIA





MEDIA ATTENDED

- Registered Media in attendance: 567
(470 in 2011; +21%)

- Registered Media outlets: 167
(140 in 2011; +19%)

- Countries Represented: 11

- United States
- France
- Australia
- China
- Japan
- Canada
- Korea
- Germany
- England
- New Zealand
- Australia

	National	International	Local
African American Golfer's Digest	Golfwrx.com	Agence France-Presse	Circleville Herald
ASAP Sports	Icon SMI	Australian Associated Press	City of Champions Sports
Associated Press	Information and Display Systems	Bei Jing Gao Mi Tian Xia Trade Co.,Ltd	City of Dublin
Awful Announcing	InsideTheRopes.com	Canadian Golf Magazine Inc.	Clermont Sun
Back9Network, Inc.	ISEA Communications Corp	Chosunilbo Daily Newspaper	Cleveland Plain Dealer
Beyondship, Inc.	K - TOWN MEDIA INC.	European Pressphoto Agency - EPA	Columbus Business First
Bucknuts Media Network	Links Life Golf	Fairways Magazine	Columbus Dispatch
Buffalo Communications	Matter, Inc.	Fox Sports Australia	Columbus Radio Group
Cal Sport Media	New York Post	Golf Digest - China	Columbus Wired
CBC News	New York Times	Golf Digest Online - Japan	Daily Herald, Chicago
Cronin Communications, Inc.	NewSport Wire Service	Golf Magazine China	Development Services Agency (Ohio Tourism)
Ed Winters Photograph	North American Broadcasting	GOLFPLUS	Fox Sports Ohio
ESPN	PGA TOUR	GOLF TODAY JAPAN	Freedom Media Group of Ohio, Inc.
ESPN 850 WKNR	PGA TOUR Entertainment	Golfweek China	Greater Columbus Sports Commission
ESPN.com	PGATOUR.com	IMGMedia Ltd	Ohio Golf News
Forbes	Pointed Magazine	Korea Daily News-Chicago	Ohio Public Radio and TV
FoxSports	Rueters	Kyodo News	ParGolf Inc.
GCSAA.tv	Short North Alliance	New Zealand Golf Magazine	Richland Source
Getty Images	Sports Illustrated	Nikkan Sports News	The Birmingham Times
Global Golf Post	SportsPageMagazine.com	North Superior Publishing Inc.	The First Tee of Central Ohio
Golf Champion	SportsPappUp.com	Perform Group - Omnisport	The Golf Show / Ponte Vedra Recorder
Golf Channel	SyndicatedNews.Net	RDS	The Madison Press
Golf Course Industry Magazine	The Murto Group	Rueters	The Michigan Golfer
Golf Digest	This Week Newspapers	Rolex	The Post (Ohio University)
Golf Press Association	Tournament Radio Broadcasting LLC	SANKEI SPORTS NEWS	Toledo Free Press
Golf Talk America	USA TODAY	SCOREGolf Magazine	WAXXTV
Golf World	USA TODAY Sports	SHUBISHA	WBNS TV
GolfChannel.com	WAGGLE	SINA.COM	WBNS-FM 97.1 The Fan
GolfForeAnyone.Com & The Westside Gazette	Wall Street Journal	Sportsnippon Newspaper	WQBE Central Ohio's NPR Station
Golfweek	Weiunderpar.com	Sun Media/ QMI Agency/Toronto Sun	WQMH-TV
	Yomiuri Shimbun	SUPERSPORT	WHZ-TV
		THE HOOH SHIMBUN	Wisler Photography
		The Korea Herald	WLVQ/ CFM96
		Toyko Broadcasting System	WMRN Radio
		TSN	WCSU Radio
		TV ASAH JAPAN	WPKORM-WBLL-AM
		United Press International	WGEL Radio
		Vancouver Sun	WSYX, WTTE-TV
		Weyburn This Week	WTVN Radio
			WWCD 102.5 FM
			WZ3BZ - Bounce 23 TV



MEDIA COVERAGE

- 18,656 articles found mentioning “The Presidents Cup” between February 1, 2012 – October 31, 2013
- Top 10 Outlets (Coverage)

Publication	Total Articles
PGA Tour.com	446
The Golf Channel - Online	270
Columbus Dispatch	264
Associated Press (AP)	253
Golfweek	250
Sports Network	219
Yahoo! Sports	206
Yahoo! Canada	206
ESPN.COM	163
USA Today	160
SB Nation	153
BleacherReport.com	124

Columbus Biz Insider

Sep 26, 2013, 2:08pm EDT

Presidents Cup the place to be next week with corporate clients, promoter says



Jeff Bell
Staff reporter-
Business First
Email | [Google+](#) | [Twitter](#) | [LinkedIn](#)

World Golf Foundation CEO [Steve Mona](#) has been a regular at past Presidents Cups so he feels confident in saying Central Ohio businesspeople will be missing a golden opportunity if they pass on the one to be played next week at [Muirfield Village Golf Club](#) in Dublin.

“It will create a shared experience for the businessperson and his or her client or prospect that’s hard to replicate anywhere else,” he told me. “It will provide a great opportunity for entertainment and business development.”





PRESS RELEASES

- Press Release Schedule

- 2012

- Apr 11 Charitable proceeds from 2011 event
 - May 29 Presidents Cup to have major impact on Columbus region
 - May 29 Announcement of 2013 captains (at Memorial Tournament)
 - Jul 16 Tickets on sale
 - Oct 2 Captains' Assistants announced (Captains' Day)

- 2013

- May 24 Honorary Chairman announcement
 - May 29 Fred Couples second captain's assistant – Davis Love III
 - Jun 17 Team Update – post-U.S. Open
 - Jul 8 Send save-the-date for Sept. 4 media day with captains at Muirfield
 - Jul 23 Media alert – event at Columbus Commons to announce Opening Ceremony
 - Jul 24 Opening Ceremony plans
 - Jul 25 Team Update – post-British Open



PRESS RELEASES

- Press Release Schedule

- 2013 continued

- Jul 31 The Presidents Cup 2015 – South Korea site announcement
 - Aug 13 Team Update – Dufner; Opening Ceremony sold out
 - Aug 26 Practice Round tickets on sale; advance price for The Presidents Cup Radio
 - Aug 28 Media alert: Upcoming teleconferences with captains
 - Aug 28 Team Update – last week to qualify (week of Deutsche Bank Championship)
 - Sep 2 Teams finalized (top 10) - Teleconference with captains (discuss top 10 finalized)
 - Sep 3 Presidents Cup Fan Experience
 - Sep 4 Media Day at Muirfield Village (captains via satellite); captains' picks named
 - Sep 19 Tickets nearly sold out; reminder on Fan Experience, radios, FanVision
 - Sep 24 Quotes from U.S. Team post TOUR Championship
 - Sep 26 Weekly tickets sold out
 - Sep 30 Schedule of local events for media
 - Oct 1 Kenny G/Closing Ceremony plans
 - Oct 3 The Presidents Cup Official Film
 - Oct 5 Parking update



GLOBAL PR ACTIVITY

- Captains' Blogs Schedule

- Monthly

- Nick Price – January 31
 - Fred Couples – February 15
 - Nick Price – March 19
 - Fred Couples – April 17
 - Nick Price – April 29
 - Fred Couples – June 5
 - Nick Price – June 26
 - Fred Couples – July 24

- Bi-monthly

- Nick Price – August 2
 - Fred Couples – August 27
 - Nick Price – August 30
 - Nick Price – September 16



KEY EVENTS

Announcement of U.S. and International Team Captains – May 29, 2012

- Commissioner Tim Finchem announced Fred Couples and Nick Price as captains of the U.S. and International Teams for The Presidents Cup 2013, respectively, in a press conference at Muirfield Village Golf Club, during the Memorial Tournament. Following the press conference, the Commissioner and captains attended a Presidents Cup Leadership Committee Reception at Ohio Governor John Kasich's residence. Below are activities that surrounded the announcement:
 - Golf Channel aired the 3:30 p.m. press conference live, and PGATOUR.COM streamed it live
 - Golf Channel taped quick interviews with each captain after the press conference to air on "Golf Central" later that night
 - Captains posed for photos with The Presidents Cup trophy after the press conference for use in future collateral
 - Captains taped interviews with SiriusXM PGA TOUR Radio after the press conference to air on "Maginnes on Tap" at 5 p.m.
 - Upon arrival at the Governor's residence, Golf Channel's Rich Lerner conducted sit-down interviews with each captain, taped by PGA TOUR Entertainment. PGATE owned the interview footage that was used in later collateral materials. Golf Channel had total access to the interviews and aired them during the week



KEY EVENTS

Captains Day – October 2, 2012

- Commemorated the one-year countdown to The Presidents Cup 2013 by hosting Captains' Day in Dublin, Ohio
 - The Presidents Cup was the featured attraction for the "Morning Sports Report" breakfast with Jack Nicklaus, Gary Player, Nick Price and Fred Couples attending and participating in a 20-30 minute Q&A. The breakfast, a fund raiser for the Columbus Sports Commission, assists in bringing new sports events to Columbus
 - 700+ in attendance including local corporate and public leaders
 - Following the breakfast:
 - 11:30 a.m. press conference at Muirfield Village Golf Club (audio streamed on PGATOUR.com)
 - Announcement of captains' assistants by Price and Couples
 - Approximately 60 local/regional media attended the press conference and played the course (afternoon shotgun)



KEY EVENTS

President Obama White House Photo Op – May 29, 2013

- Nick Price and Fred Couples had a private meeting and photo opportunity with U.S. President Barack Obama, honorary chairman of The Presidents Cup 2013
 - Before meeting the President, the group got a brief tour of the West Wing and the Rose Garden and then hit a few putts on the White House Putting Green
 - The photos were serviced via the White House and picked up widely at the time and also repurposed during the event in October





KEY EVENTS

Opening Ceremony Press Release – July 24, 2013

- For the first time in event history and as part of the 10th staging of The Presidents Cup, the event hosted an off-site, open-to-the-public Opening Ceremony featuring an international festival and concert by Grammy Award-winning group Rascal Flatts
 - A press release marked the announcement
 - A media event was held in the Columbus Commons featuring The Presidents Cup trophy tour, giveaways, with performers who were a part of the international festival during Opening Ceremony
 - Representatives from The Presidents Cup, local government officials, the Greater Columbus Sports Commission, Nationwide Children's Hospital and Mills James were on hand to talk about Opening Ceremony plans
 - The announcement event was open to the public (promoted via social media and many local business people spent their lunch break in and around the Columbus Commons)
 - Numerous partners were provided an "Opening Ceremony Promotional Toolkit" that they used to help promote event awareness and ticket sales
 - Opening Ceremony tickets sold out in two weeks



KEY EVENTS

Team Announcement – September 2, 2013

- Following the conclusion of the Deutsche Bank Championship, the top 10 players in the U.S. and International Presidents Cup team standings officially qualified for their respective teams
 - A press release was issued with the rosters
 - At 8 p.m. ET, conducted a teleconference with Captains Nick Price and Fred Couples to get their reaction on how the teams came together



KEY EVENTS

Captains' Pick Announcement – September 4, 2013

- Fred Couples and Nick Price announced their respective captain's picks live on Golf Channel at 2 p.m. ET.
 - Golf Channel devoted an hour to programming surrounding the captains' announcement (show hosted by Rich Lerner)
 - The captains joined the show via satellite and the four picks joined via teleconference
 - At approximately 2:20 p.m., the captains and picks participated (remotely) in a press conference held at Muirfield Village Golf Club as part of The Presidents Cup media day
 - The captains also participated in several media hits (via satellite) following the press conference with the likes of ESPN, Fox Sports and CNN International
 - In the morning, media day featured a "working breakfast" with local and regional media, who were invited to interview and interact with The Presidents Cup representatives at stations for Opening Ceremony, The Presidents Cup Fan Experience, local/regional activities and support and "Event 101" (parking, course changes, etc.)



KEY EVENTS

Tournament Week Activities

- NYSE Bell-Ringing on Thursday morning prior to the first round, highlighting the Columbus Partnership, Citi and Rolex
- Columbus Region Media Committee brunch in the media center on Friday morning; "concierge" service for media provided throughout the week
- Korean media outreach included bringing seven national reporters from Korea to Columbus in order to cover the event and learn more about it in advance of The Presidents Cup 2015
 - The reporters attended press conferences, Opening Ceremony and other special events, as well as interviewed (one-on-one) KJ Choi, Jack Nicklaus and Tim Finchem, resulting in expanded coverage in Korea



NATIONAL & LOCAL PROMOTION





NATIONAL PROMOTION

- Total estimated value: \$3.08M
- Total estimated impressions: 260.2M
- Timing: November 2012 – October 2013
- Core elements:
 - TV PSAs
 - 48 units (:30) in PGA TOUR, WT & CT telecasts
 - National Print
 - USA Today, 4-page Special Section (4 pages of edit and 1/3 page ad)
 - Wall Street Journal, half page in October
 - Golf Digest, 2 page spread in November 2012, June and October 2013
 - Golf World, full page in September
 - Forbes, full page in September
 - TPC Life & Leisure, full page in July

The Presidents Cup TV by Event			
<u>Program</u>	<u>Date</u>	<u>Media Outlet</u>	<u>Total # of Units</u>
The Barclays	8/22 - 8/25	GOLF	4
Boeing Classic	8/23 - 8/25	GOLF	3
Deutsche Bank Championship	8/30 - 9/2	GOLF & NBC	5
Shaw Charity Classic	8/30 - 9/1	GOLF	3
Montreal Championship	9/6 - 9/8	GOLF	3
BMW Championship	9/14 - 9/15	GOLF & NBC	6
TOUR Championship by Coca-Cola	9/19 - 9/22	GOLF & NBC	7
Pacific Links Hawaii Championship	9/20 - 9/22	GOLF	3
Web.com Tour Championship	9/26 - 9/28	GOLF	3
Nature Valley First Tee Open	9/26 - 9/29	GOLF	3
The Presidents Cup	10/3 - 10/6	GOLF & NBC	8



NATIONAL PROMOTION

- Core elements (cont.)
 - Digital
 - PGATOUR.COM – 3 flights including January, February, Sept/Oct (est. 43.5M impressions)
 - PGA TOUR fan database tune-in eBlast on 10/3 (est. 1.4M impressions)
 - Mixing Board Video - tournament week (169K impressions)
 - Pandora Desktop/Skin - tournament week (95K impressions)
 - Pandora Mobile - tournament week (318K impressions)
 - USATODAY.COM - tournament week (1.3M impressions)
 - Millennial Mobile - tournament week (9.8M impressions)
 - Other National Support
 - Sirius/XM Radio :30s in September & October
 - Airport Shop posters (up week prior and week of event)
 - Rovi Connected TV Guide Ads – tournament week
 - Twitter Sponsored Tweets – tournament week



NATIONAL PROMOTION

- Creative Examples

For **PRIDE** For **TEAM** For **GLORY**

LIVE ON PGATOUR.COM
Coverage begins 12pm ET Today

TV TIMES
Golf Channel and NBC

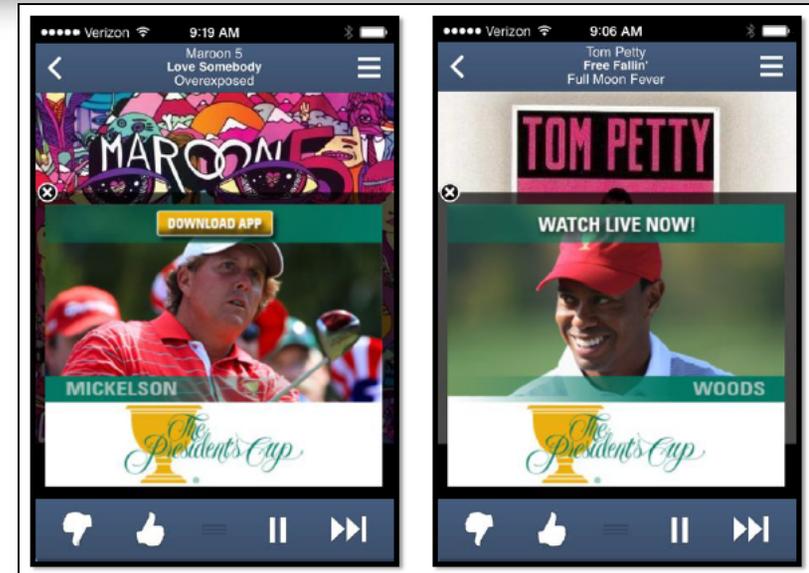
LEADERBOARD
Follow the action now on PGATOUR.COM

RADIO TIMES
SiriusXM PGA TOUR Radio

The President's Cup

Muirfield Village Golf Club
Dublin-Columbus, OH
October 3-6

citi | **GLOBAL PARTNERS** | **ROLEX**





LOCAL PROMOTION





LOCAL PROMOTION

- Total estimated value: \$1.17M
- Total estimated impressions: 71.2M
- Timing: Three phases from October 2012 through October 2013

- Core Elements:

- Phase I – October –December 2012

- Print – 833K impressions
 - Columbus CEO – full page ad in October and December
 - Columbus Business First – ¾ page ad in 3 issues
 - Columbus Dispatch – ½ ad in 2 October issues
 - Radio – 5.6M impressions
 - 169 units (:30) in ONN Radio
 - 188 units (:30) in WBNS-FM
 - 680 units (:10/:15) in Clear Channel Traffic Radio
 - Digital – 2.8 impressions
 - Dispatch.com – 1.7M impressions
 - Turner Sports – 1.1M impressions





LOCAL PROMOTION

- Core elements (cont.):

- Phase 2 – March – July 2013

- TV – 5M impressions

- 315 units (:30) in Time Warner (Cincinnati)
 - 300 units (:30) in Comcast (Pittsburgh)
 - 250 units (:30) in Time Warner (Lexington)
 - 376 units (:30) in Time Warner (Louisville)

- Print – 3M impressions

- Ohio Magazine – full page ad in May
 - Columbus Monthly – full page ad in June and July
 - Columbus Dispatch – Strip ads in June and July
 - Memorial Tournament Magazine – full page ad
 - TravelHost – full page ad in Northern Ohio Golf Guide
 - Delta Sky Magazine – full page ad in March issue



- Digital – 9.5M impressions

- ESPN – 627K impressions
 - MixingBoard Display – 4.3M impressions
 - Turner – 2.3M impressions
 - PGATOUR.COM – 2.2M impressions

- OOH – 9.8M impressions

- Orange Barrel – super signage digital display in May – June
 - Marquee Media - :08 message on signage at Columbus Airport



LOCAL PROMOTION

- Core Elements (cont.):

- Phase 3 – August – October 2013

- TV – 13.8M impressions

- 53 units (:30) in WBNS-FM
 - 65 units (:30) in WCMH
 - 33 units (:30) in WSYX
 - 36 units (:30) in WTTE
 - 119 units (:30) in Time Warner Interconnect

- Print – 1.8M impressions

- Columbus Dispatch – front page strip, half page, full page ads

- Radio – 928K impressions

- 47 units (:30) in WBNS-FM
 - 56 units (:30) in WTVN-AM





LOCAL PROMOTION

- Core elements (cont.):
 - Phase 3 – August – October 2013
 - Digital – 8.3M impressions
 - PGATOUR.COM – 713K impressions
 - MixingBoard – 2.7M impressions
 - Dispatch.com – 1.2M impressions
 - ESPN – 604K impressions
 - Yahoo! Sports – 3M impressions
 - OOH – 9.4M impressions
 - Clear Channel – digital bulletins
 - Columbus Clippers – wallscape, JumboTron, :30 TV, :10 Radio
 - Orange Barrel – super signage digital display August – October
 - Columbus Airport – exterior digital unit, column wraps, floor decals
 - Dublin Community Arts – golf ball sculpture
 - High Street banners
 - Short North signage
 - Columbus Commons
 - Hilton Hotel





E-MARKETING





E-MARKETING

- PGA TOUR database
 - Special Holiday Offer
 - Executed: 11/29/12
 - Delivered: 75,000
 - Click rate: .11%
 - Masters Offer
 - Executed: 4/11/13
 - Delivered: 35,000
 - Click rate: .37%
 - Memorial Offer
 - Executed: 5/30/13
 - Delivered: 35,000
 - Click rate: .68%
 - Opening Ceremony
 - Executed: 8/1/13
 - Delivered: 35,000
 - Click rate: .26%
 - The Presidents Cup database
 - 17 e-newsletters
 - Average send: 19,964 and Average click rate: 4.38%
 - 7 Ticket Offer eblasts
 - Captains Club/Weekly Ground Tickets
 - Executed 9/28/12; delivered 20.4k; 3.0% click rate
 - Holiday Offer
 - Executed 12/6/12; delivered 19.7k; 1.2% click rate
 - Follow-up Holiday Offer
 - Executed 12/13/12; delivered 19.4k; 1.1% click rate
 - Opening Ceremony Offer
 - Executed 8/1/13; delivered 24.3k; 3.1% click rate
 - Practice Round Tickets
 - Executed 8/22/13; delivered 24k; 3.3% click rate
 - Limited Tickets Remaining
 - Executed 9/19/13; delivered 25.4k; 3.7% click rate
 - Limited Practice Round Tickets
 - Executed 9/28/13; delivered 25.3k; 4.2% click rate
- Industry Standard: .5% click rate**



E-MARKETING



Travel Packages Now Available

The Presidents Cup is proud to welcome visitors from around the world to Muirfield Village Golf Club in Dublin, Ohio, and the Greater Columbus region. As previously requested, we are sending you information about travel packages to The Presidents Cup 2013.

Four, Six and Eight-Day Packages Available
All packages include:

- Hotel accommodations
- Airport Ground Transfers (ARR & DEP)
- Shuttle Transportation to The Presidents Cup
- Grounds Ticket to The Presidents Cup
- Exclusive Travel Package Guest Celebration*
- Official Merchandise Gift
- Guest Passport with retail discounts and offers at varying local establishments*

**Only available to 2013 travel package buyers*

Please [click here](#) to visit The Presidents Cup Travel website for more information.

- [Friend on Facebook](#)
- [Follow on Twitter](#)
- [Forward to a Friend](#)



Travel Package Exclusive

Friday Night Guest Celebration - Exclusive to travel package purchasers, enjoy the Friday Night Guest Celebration featuring special guests influential in the game who will share their perspectives on some of the most memorable moments in Presidents Cup history, as well as insight into the final two days of the 2013 competition. [Click here](#) for more information.



Team Uniforms Announced

Peter Millar and Ashworth have announced final uniform selections for the International and U.S. Teams. While the U.S. apparel stays consistent with a red, white and blue theme in solids and stripes, the International team apparel has more solids and a stronger diversity of color including green pants and bold blue sweaters. So what do you think? Join the conversation on [The Presidents Cup Facebook page](#).





E-MARKETING

YOU WIN AS ONE.

TICKETS AND TRAVEL PACKAGES AVAILABLE

TICKETS TRAVEL PACKAGES

OCTOBER 1-6 | MUIRFIELD VILLAGE GOLF CLUB | DUBLIN - COLUMBUS, OHIO

The Presidents Cup 2013

OCTOBER 1-6, 2013 | MUIRFIELD VILLAGE GOLF CLUB | DUBLIN - COLUMBUS, OHIO

Travel, Tickets and a Trophy

The official countdown has begun! The Presidents Cup is honored to welcome guests from around the world to Muirfield Village Golf Club in Dublin, Ohio, to experience incredible golf next October 1 - 6, 2013.

TRAVEL

For travelers, three-, five- and seven-night packages will be available for fans to experience all the Greater Columbus region has to offer including upgrade options to suit varying interests. Exclusive amenities for travel package spectators include a Friday evening Guest Celebration, tournament merchandise and a regional retail discount program.

TICKETS

If you have not already purchased your tickets to attend the 10th playing of The Presidents Cup, choose from a weekly grounds ticket or the Captains' Club weekly ticket book. The Captains' Club, located adjacent to the #10 fairway, offers a sports bar setting with first-class amenities including:

- Your choice of menu for purchase and premium cash bar
- Big-screen televisions and private restrooms
- Scoring terminals and non-reserved tables

- [Friend on Facebook](#)
- [Follow on Twitter](#)
- [Forward to a Friend](#)



One-Year Countdown

October 2, all eyes will be on Dublin and Columbus, Ohio as the region celebrates the one-year countdown to The Presidents Cup. Fred Couples and Nick Price who will preside over the U.S. and International Teams for The Presidents Cup 2013 will join former Presidents Cup captains Jack Nicklaus and Gary Player for the Greater Columbus Sports Commission's "Morning Sports Report". A signature annual event, the four golf greats will be the featured guests and their candid

Your resource for all things happening on site during The Presidents Cup.

FAN GUIDE

SEE WHAT'S NEW AT MUIRFIELD VILLAGE GOLF CLUB
OCTOBER 1-6 | DUBLIN-COLUMBUS, OHIO

citi
CARDMEMBER PERKS
Get exclusive access

DOWNLOAD COURSE MAP

PURCHASE FAN RADIO

PURCHASE PRACTICE ROUND TICKETS

WHERE TO GO
From Spectator Village to The Presidents Cup Club sponsored by Ketel One, there are multiple fan amenities open to the public

FAN EXPERIENCE
Open to the public with a merchandise tent, an interactive zone, nightly music and more

NEED TO KNOW
Parking, Will Call and general information

FOLLOW US FOR BEHIND-THE-SCENES INFO, LATEST UPDATES AND FAN NEWS. NOW ON INSTAGRAM!



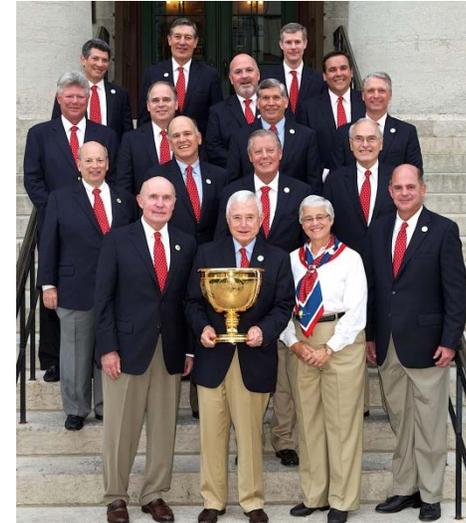
GRASSROOTS





GRASSROOTS

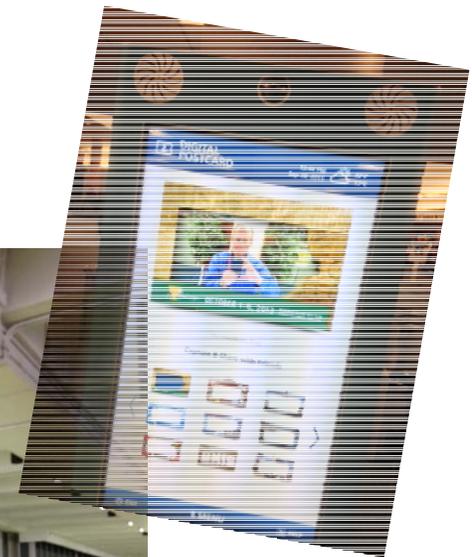
- Community Activation – Committees
 - The Presidents Cup Leadership Committee
 - Influential executive leaders from corporate and government entities within the Columbus Region
 - Leveraged additional sponsor support
 - The Presidents Cup Steering Committee
 - Upper level management from corporate and government entities within the Columbus Region
 - Assisted with positive influence on local corporate and political interest
 - Served as catalysts within their organizations linking directives from executives on the Leadership Committee and implementation by the Marketing Committee
 - The Presidents Cup Marketing Committee
 - Directors from corporate and government entities within the Columbus Region
 - Devised and implemented initiatives in and around The Presidents Cup according to interests by executive leadership
 - Successfully collaborated among several interests to jointly position support of The Presidents Cup around the region





GRASSROOTS

- Community Activation - Port Columbus International Airport
 - Comprehensive Branding
 - Pole wraps in outdoor passenger pick-up area
 - Floor graphic at epicenter of airport terminal access on ticketing level
 - Welcome center branded facade
 - Welcome signs within each terminal
 - Digital kiosk postcard branding
 - Presidents Cup flag display (Airport Exit)
 - Digital board branded message (Airport Exit)





GRASSROOTS

- Community Activation - Port Columbus International Airport, Continued
 - Ambassador Volunteers
 - Specially trained staff who served as information resources for guests
 - Currency Exchange Expansion
 - Additional currency types secured and exchange service hours added with monitoring of known international arrivals and departures
 - Welcome Center Operations
 - Exclusive access for The Presidents Cup staff and Marketing Committee staff to welcome guests traveling on their own or for group arrivals
 - Operated throughout tournament week through the following Tuesday departures





GRASSROOTS

- Community Activation – Municipalities
 - Central Ohio Safe Ride
 - Program providing complimentary taxi vouchers to guests who needed a safe ride home
 - Vouchers available in various venues across the course, from select tournament security personnel, at the City of Dublin Fore!Fest event and participating restaurants
 - Central Ohio Transit Authority
 - Specific material printed for The Presidents Cup visitors to communicate Columbus public transportation options for local shopping and attractions
 - Distributed at airport, hotel and on-site visitor centers

RIDE WITH US during your stay for The Presidents Cup



COTA drives you to popular destinations in downtown Columbus, including restaurants, shopping, and entertainment in the Short North or German Village, and of course, The Presidents Cup Opening Ceremony & Celebration at the Columbus Commons.

To plan your trip, go to cota.com or use the Google Maps app on your smartphone (be sure to click the bus).

You can also call (614) 228-1776 M-F, 6 a.m. to 8 p.m. and weekends, 8 a.m. to 6 p.m. to speak to a customer service representative.

21 NIGHT OWL

LATE NIGHT SERVICE
on Thursday, Friday and Saturday 7 p.m.–3 a.m.

Travel on Line 21 Night Owl on High Street from Clintonville to the Brewery District, serving the Ohio State campus, the Short North Arts District and the Arena District, running every 30 minutes Thursday, Friday, and Saturday.

Line 222 W. Broad/Casino runs every 30 minutes Friday and Saturday between downtown and the Hollywood Casino.

Customers can transfer from line 21 Night Owl to line 222 at the intersection of N. High St. and Nationwide Blvd. Line 222 serves Courtyard, The Exchange Urban Lofts and Renaissance hotels.

Bus stops are located within walking distance from Crowne Plaza, DoubleTree, Drury Inn & Suites, Hilton, Hyatt Regency, Lofts, Red Roof Inn, Residence Inn and Sheraton hotels.

COTA CENTRAL OHIO TRANSIT AUTHORITY



GRASSROOTS

- Community Activation – Collaborative Regional Media
 - Led by the Local Marketing Committee
 - Devised collaborative media pitch opportunities
 - Enhanced media breakfast on Friday of tournament week and scheduled participation by CBS Sports' Analyst, Clark Kellogg, for casual interaction with media
 - Provided complimentary concierge service and welcome gift within The Presidents Cup media center





GRASSROOTS

- Community Activation – Professional Sports
 - Columbus Blue Jackets (NHL)
 - Supported regional celebration of The Presidents Cup welcoming Jack Nicklaus to drop the puck on Opening Night Friday of tournament week
 - Served as a trophy tour stop leading up to tournament
 - Columbus Crew (MLS Soccer)
 - Crew Union: Thursday – Sunday of tournament week, Crew Union volunteer ambassadors cheered for the USA team at the first tee and hole #14 and #16
 - Served as a trophy tour stop leading up to tournament





COMMUNITY PARTNERSHIPS

- City of Dublin
 - Most Memorable Golf Moments – Social media push to determine Dublin's top 18 most memorable golf moments. Banners of each moment placed throughout the city up to culmination of event
 - Fore!Fest – Street music festival in Historic Dublin celebrating The Presidents Cup
 - Golf Ball Community Art Program – Eighteen large golf ball sculptures artistically embellished and sponsored by local business were on display throughout city





COMMUNITY PARTNERSHIPS

- City of Dublin
 - “Playing Through” Piano – Upright piano inspired with golf-art visited businesses, community events and gathering places. A VIP reception was also hosted by City Council
 - Plaza Dedication & City Proclamation – Dublin City Council hosted a dedication of the BriHi Square plaza as The Presidents Cup through the hosting of the tournament
 - Lamppost & City Hall Countdown Banners – Throughout the city, banners were placed on main thoroughfares and a countdown banner was also placed in front of City Hall





COMMUNITY PARTNERSHIPS

- City of Dublin
 - Street Re-Naming – Nick Price Drive, Fred Couples Drive
 - Streetscape & Beautification Projects – Plantings in The Presidents Cup palette were incorporated into city landscaping
 - The Presidents Cup Float – Featured in City of Dublin parades as well as placed on display at “Fore!Fest”





COMMUNITY PARTNERSHIPS

- Economic Development
 - Corporate & elected official leadership hosted a morning address and breakfast reception focusing on regional global economics
 - PGA TOUR leadership and international delegation leadership experienced a keynote address by Christine Poon, Dean and John W. Berry, Sr. Chair in Business, The Ohio State University Fisher College of Business

Image Pending

Image Pending



COMMUNITY PARTNERSHIPS

The First Tee of Central Ohio

- Under a newly revitalized program in 2013, The First Tee of Central Ohio served as a primary local beneficiary of the event and as a resource for volunteers and community integration through the following initiatives:
 - Chapter Fundraising Luncheon featuring Commissioner Finchem, Jack Nicklaus and Joe Barrow
 - Concession Volunteer & Fundraising
 - Fan Vision Volunteer & Fundraising (Citi)
 - On-Site Opening Ceremony Trophy Bearer
 - On-Site Visit with Davis Love III (Citi)
 - Opening Ceremony Flag Raisers & Trophy Bearer
 - Citi Private Pass Honorary Observer Beneficiary
 - Tournament program sale proceeds
 - Tournament Standard Bearers
 - Visit with President George W. Bush





COMMUNITY PARTNERSHIPS

- Global Columbus
 - Assisted with development of international visitor rack card insert utilized within visitor information centers on-site, hotels and at the airport. Also provided translation assistance of international visitor rack card insert available digitally to guests
 - Served as a resource and coordination assistance for student global ambassador program
 - Developed education lesson plans for upper elementary or middle school students focusing on social studies, physical education and mathematics applications utilizing The Presidents Cup as an example and real world application. Provided to over 1,100 education stakeholders and utilized within summer Culture Camp program for 150 students
- Nationwide Children's Hospital
 - Provided direct database access for volunteer recruitment and promotion through hospital digital communication channels
 - Served as Opening Ceremony beneficiary





COMMUNITY PARTNERSHIPS

- Ohio State University
 - Recruited participation from student organization to create U.S. Team cheering section
 - Student Global Ambassador Opportunity: 20+ students participated in new program enabling students to volunteer in the media center, at special events and on-site visitor centers to gain exposure to an international event
 - OSU v. Wisconsin Night Football Game Activation:
 - Trophy display within the public pre-game “Fan Fest” area and within the Huntington Club corporate suite level
 - (:30) Spot displayed (one pre-game; one in-game) on north and south stadium video boards and over 300 concourse stadium televisions
 - Five minutes of LED signage displayed on the east and west stadium fascia





COMMUNITY PARTNERSHIPS

- Ohio State University
 - Student Breakfast Seminar: 150 International Sport Management and Business students in attendance. Q&A hosted by OSU's Dr. Brian Turner with Jay Monahan as the featured guest
 - Collaboration with OSU to provide a limited quantity of tournament weekend access for students. Tickets sold out within one week
 - The Presidents Cup Watch Party: OSU hosted a watch party on-campus for students and families alike during the OSU family weekend, which coincided with Sunday competition





COMMUNITY PARTNERSHIPS

Short North District (Columbus)

- Known as Columbus' "art and soul", the culturally rich Short is known for its arts, dining, nightlife, fashion and shopping
 - "Welcome" Window Runners: Approximately two miles of window cling signage placed within the windows of the district with The Presidents Cup logo and "Welcome" written in several languages
 - Arch Lights Program: The 17 hallmark street arch lights spanning a mile within the Short North District were programmed into a light show utilizing The Presidents Cup brand colors and a golf ball "bouncing" from arch to arch. The program ran tournament week





COMMUNITY PARTNERSHIPS

- Short North District (Columbus), continued
 - The Presidents Cup Mural: A local artist was commissioned through the Short North to chronicle The Presidents Cup week of events both on and off-course. The final paintings will reside at PGA TOUR Headquarters and limited edition prints will be reproduced
 - Gallery Hop Wall Projection: During the monthly Gallery Hop, a wall projection of Presidents Cup still photography and video from the week was displayed on the side of a building centrally located within the district
 - Gallery Hop Trophy Display & Mural Artist Feature: During the monthly Gallery Hop, The Presidents Cup trophy was on display with which visitors could take photos. The mural artist was also featured painting The Presidents Cup mural during the event





GRASSROOTS

Trophy Tour

- Promotional Appearances – Over the course of the two years leading into The Presidents Cup, the trophy was featured on display in 8 states at over 100 special events, community meetings, corporate offices, various industry conventions, schools and Division I collegiate football games
 - Various Golf Shows – February / March
 - Columbus Clippers Game – June 20
 - United States vs. Mexico soccer game – September 10
 - Oklahoma State University vs. Wisconsin – September 28





GRASSROOTS

Trophy Motorcade

- The culminating pinnacle of the trophy tour was a motorcade of The Presidents Cup from downtown Columbus on Thursday morning of tournament week to Muirfield Village Golf Club in Dublin. Complete with two official vehicles and a police escort. Coverage was shown on three local affiliates
 - Columbus International School – Trophy “serenade” and a poetry project with photo op
 - Dublin Sells Middle School & Indian Run Elementary School – Welcomed by the award-winning band and a crowd of students, faculty and community members with photo op
 - Economic Development Breakfast – Breakfast for local corporate leadership and elected officials with photo op
 - Clubhouse Entrance of Muirfield Village Golf Club – trophy led to the steps of the Clubhouse for final preparation for the Opening Ceremony





GRASSROOTS

Visitor Experience – The visitor experience was a strong focus of the collaborative efforts between 11 regional organizations supporting The Presidents Cup

- On-site Visitors Centers – Available at the Opening Ceremony and located within The Presidents Cup Fan Experience, visitors were provided with regional information, important U.S. travel guidelines for international guest and assistance with questions
- Corporate Business Association Education – Several local business associations were further educated about the tournament. This proved valuable in elevating community awareness, fostering support throughout business districts and concentrated effort on The Presidents Cup visitor experience
- Welcome Buttons, Window Clings & Posters – The Presidents Cup posters, window clings and welcome buttons were distributed to local businesses providing tournament awareness, promoting ticket sales and creating guest awareness of a welcoming region during tournament week





PARTNERSHIPS

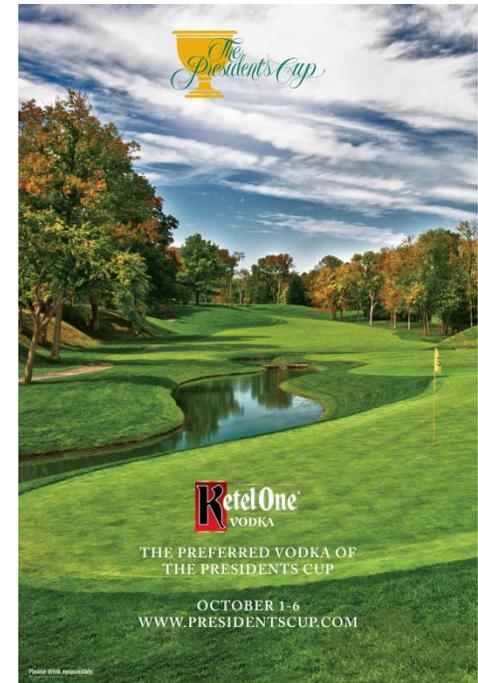




PARTNERSHIPS

- Sponsors

- Nature Valley: On course partner in the The Presidents Cup Healthy Café and PFE
- Ketel One
 - Preferred supplier of The Presidents Cup
 - Activated in local market with OOH, table tents and print ads
 - Activated onsite in The Presidents Cup Club
- Anheuser Busch
 - Preferred supplier of The Presidents Cup
 - Activated in local market with OOH
 - Activated onsite with Build a Bar in PFE, Beers of the World





PARTNERSHIPS

- Sponsors, continued
 - Coca-Cola – Preferred supplier of The Presidents Cup
 - Kroger
 - Official retail ticket outlet of The Presidents Cup
 - Merchandiser of Cheryl's PCup Cookies
 - Lexus
 - Preferred supplier of The Presidents Cup
 - Activated in PFE through long putt challenge





PARTNERSHIPS

- Sponsors, continued
 - Humana – Onsite activation in practice area with WalkIt and in the PFE
 - CDW – Onsite activation in the PFE
- Other partners of The Presidents Cup:
 - Vineyard Vines – sponsored nightly music and had 10x20 in PFE
 - Oakley – O-Lab in PFE
 - Ohio Health – sponsored by Comfort Stations
 - Local restaurants from Cameron Mitchell as well as Montgomery Inn



PARTNERSHIPS

- Citi Exposure
 - Trophy Tour in NYC
 - Private Pass
 - Citi Cardmember Lounge
 - Private Hospitality
 - Sponsorship of FanVision
 - Employee Volunteer Program
 - First Tee Programming
 - Preferred Card Messaging
- Rolex
- Advertising



FANVISION

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DUBLIN - COLUMBUS, OHIO - USA
OCTOBER 1-6, 2013

Appendix C





CITY OF DUBLIN.

Office of the City Manager
5200 Emerald Parkway • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of Dublin City Council

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

Date: June 5, 2014

Initiated Alison LeRoy, Events Manager

By: Mary Jo DiSalvo, Events Administrator
Trish Lackey, Events Administrator

Re: St. Patrick's Day Event Report

Background

The St. Patrick's Day Parade was held on Saturday, March 15. Attached is a report prepared by Events Administration.

Highlights of the event include:

- More than 27,000 guests turned out to view the parade
- Michael Blackwell was honored as the Grand Leprechaun
- Volunteers contributed nearly 317 hours of service
- New Grand Leprechaun float debuted

Recommendation

Information only.

2014 St. Patrick's Day Report

Summary

Event Overview

The 2014 Dublin St. Patrick's Day Celebration was held on Saturday, March 15 with an estimated attendance of 27,000. The day's weather was 39 degrees, windy and sunny. The review stand featured the Hooligans, who entertained one hour before the start of the parade. The Inflation Celebration was moved from the Crowne Plaza Hotel parking lot to the Graeters' parking lot, with enhanced visibility and access to Frantz Rd. attracting a greater number of spectators.

Last fall, staff conducted the second annual parade workshop for groups interested in learning more about how to decorate floats and units that comply with City of Dublin entertainment value standards. The workshop was well attended and as a result, more parade participants decorated their units with higher levels of creativity. The parade featured approximately 108 entries. Float contest winners were:

Grand Leprechaun's Choice:	Costume Vault
Pot O' Gold Award:	Dublin Community Band
Rainbow Award:	Sister's Sweet Shoppe

Grand Leprechauns

Michael Blackwell was selected to serve as Grand Leprechaun of the St. Patrick's Day Celebration. Michael led the parade and judged the parade float decorating contest.

Michael also participated in media interviews prior to the event. He was honored at the luncheon with Dublin City Council members and invited guests at J. Liu Restaurant & Bar following the parade.

City-wide Celebrations

Celebrations included the Lion's Club pancake breakfast at Sells Middle School and the Best Legs in a Kilt contest sponsored by the Historic Dublin Business Association at Jig Thursdays on March 13. Michael Blackwell greeted guests at the pancake breakfast and served as a judge in the Best Legs contest.

Marketing & Media

Media Coverage

In 2014, the City of Dublin and Dublin's St. Patrick's Day parade once again received positive media coverage.

Staff worked with *Columbus Dispatch* writer Alison Ward and story that captured a majority of the front page of the Outdoors and Recreation section on March 13. The headline, "Wearing, inflating of the green to mark St. Patrick's Day festivities" and photo featured the inflation celebration. Following the festivities, *The Columbus Dispatch* quoted a parade spectator with the words, "For us, this day is about family and community, and this parade here in Dublin captures that better than anything."

In addition, Columbus Monthly Magazine mentioned the parade in its March issue as part of a story about Irish dance. This Week/Dublin Villager featured several stories and WBNS 10TV aired a spot in March as part of their sponsorship which generated tremendous exposure prior to the event.

Sponsorship/Partnership

<u>Cash Sponsors/Partners</u>	<u>Amount</u>
Chevrolet of Dublin	\$ 5,000
Cutler Real Estate	500
Primrose Schools	500
Associated Estates Realty	500
Nothing Bundt Cakes	500
Liberty Tax Service	500
Renewal by Anderson	500
Kona Ice of Columbus	500
Bd's Mongolian Barbeque	500
Total (to Table 1.1)	\$ 9,000

<u>In-Kind Partners-Goods & Services</u>	<u>Item</u>	<u>Value of Donation</u>
J. Liu	Grand Leprechaun Lunch	\$ 1,700
Golf Car Company	Golf cart rental	1,800
Tim Hortons	Coffee and donuts	500
Ha' penny Bridge	Walking stick	75
Total Value		\$ 4,075
<u>In-Kind Partners -Media</u>		<u>Value of Media</u>
WBNS TV		\$ 20,000
This Week Newspapers		12,000
CD102.5		15,000
Sunny 95		30,000
Total Value		\$ 77,000

Financials

Revenue & Expenditures

Table 1 (next page) is a financial summary for the St. Patrick's Day Parade. Total revenue received was \$9,260. The cost of materials, supplies and labor costs (salaries and wages, and overtime) for the event totaled \$62,637. This resulted in a 14.8% cost recovery for the Event. The Dublin St. Patrick's Day Parade is funded by revenue generated by the event as well as the City of Dublin's Hotel/Motel Tax Fund. Labor costs for staff working the Parade are charged back to their work unit. Work units assisting the event were mainly Streets & Utilities, Parks & Open Space, Volunteer Services and Police.

Table 1 – Summary of the Event

Hotel / Motel Tax Fund (Fund 217)	2014 Total
Revenue	
Total Revenue	\$ 9,260
Expenditures	
Salaries and Wages (Regular time)	\$ 19,370
Overtime	\$ 440
Services and Supplies	\$ 19,659
Total Expenditures –Hotel/Motel Tax Fund (Fund 217)	\$ 36,469
Other Funds	
Expenditures	
Salaries and Wages (Regular time)	\$ 7,434
Overtime	\$ 18,734
Total Expenditures – Other Funds	\$ 26,168
Total Expenditures	\$ 62,637
Revenue Over/Under Expenditures	\$ 53,377
Direct Cost Recovery	14.8%

Table 1.1 (below) shows the 2014 actual revenue from the St. Patrick's Day event totaling \$9,260. This revenue was receipted into the Hotel/Motel Tax Fund. In addition to the revenue received, the City received \$4,075 from Event Partners as in-kind contributions and \$77,000 as in-kind media contributions that are not reflected in the revenue dollar amount below.

Table 1.1 – Event Revenue

Revenue	2014 Actual	2014 Estimated Revenue
Sponsorships	\$ 5,000	\$ 10,000
Parade Partners	\$ 4,000	\$ 4,000
Fees	\$ 260	\$ 0
Total Revenue	\$ 9,260	\$ 14,000

Table 1.2 (below) shows the direct expenditures for the event. The expenditures were charged to the Hotel/Motel Tax Fund. Expenditures were budgeted to be \$21,400, with actual expenditures totaling \$19,659. Actual expenditures were 8.1% below budget.

Table 1.2 – Event Direct Expenditures

Expenditures	2014 Actual	2014 Budget
Professional Services	\$ 13,900	\$ 15,500
Operating Supplies	\$ 5,759	\$ 5,900
Total Expenditures	\$ 19,659	\$ 21,400

Table 1.3 (next page) is a break-down of the labor hours and labor costs (salaries and wages, and overtime) of providing the Event. Aside from Event Administration staff, Streets Crews spent the most time preparing for the event. Staff attempts to complete as much set-up and tear-down as possible during regular working hours. There are no overtime hours associated with set-up and tear-down for this event; it is all included in regular time. Efforts are made to keep overtime to a minimum when possible. On the Event Day, most hours are overtime hours for non-exempt employees. **Exempt employees are not eligible for overtime. Any additional hours worked by exempt staff on Event days are not shown in Table 1.3.**

As seen in **Table 1.3**, the "Event Day Cost" of \$ 20,079 would be eliminated if the Event was not held in subsequent years. The work hours completed in the "Pre/Post Event" column during regular hours would likely be worked whether or not the event occurs. Staff would be working their routine job functions.

Table 1.3 – Labor Hours and Expenditures (costs include salaries and wages, and overtime)

Work Unit	Pre/Post Hours (regular time)	Pre/Post Cost (regular time)	Pre/Post Hours (overtime)	Pre/Post Cost (overtime)	Event Day Hours	Event Day Cost	Total Staff Hours	Total Staff Costs
Events Administration	647	\$ 18,275	0	\$ 0	51	\$ 1,535	698	\$ 19,810
Streets **	164	\$ 3,716	0	\$ 0	222	\$ 8,584	386	\$ 12,300
Parks	101	\$ 2,809	0	\$ 0	119	\$ 5,014	220	\$ 7,823
Police	0	\$ 0	0	\$ 0	93.5	\$ 4,790	93.5	\$ 4,790
Volunteer Services	22	\$ 482	0	\$ 0	4.75	\$ 156	26.75	\$ 638
Total 2014	934	\$25,282	0	\$ 0	490	\$20,079	1,424	\$45,361
<i>Total 2013</i>	<i>842</i>	<i>\$22,340</i>	<i>0</i>	<i>\$ 0</i>		<i>\$ 19,021</i>	<i>1,311</i>	<i>\$41,361</i>
<i>Total 2012</i>	<i>1,145</i>	<i>\$ 32,567</i>	<i>4</i>	<i>\$ 123</i>	<i>472</i>	<i>\$ 19,462</i>	<i>1,621</i>	<i>\$ 52,152</i>
<i>Total 2011</i>	<i>974.5</i>	<i>\$ 28,658</i>	<i>0</i>	<i>\$ 0</i>	<i>410.5</i>	<i>\$ 13,303</i>	<i>1,385</i>	<i>\$ 41,961</i>
<i>Total 2010</i>	<i>861</i>	<i>\$ 22,306</i>	<i>0</i>	<i>\$ 0</i>	<i>304.5</i>	<i>\$ 12,629</i>	<i>1,165.5</i>	<i>\$ 34,935</i>

** May include staff from Facilities, Fleet and Sign Shop.

Volunteers & Events Administration Staff

Volunteers

Ninety-eight volunteers assisted with the St. Patrick's Day parade accumulating a total of 317 service hours. Of those, 58 were returning parade volunteers. They volunteered at information tents, line-up lots and along the parade route to ensure the safety of our participants and spectators. The Dublin A.M. Rotary returned this year as parade marshals.

Events Administration Staff

Alison LeRoy, Events Manager
Mary Jo DiSalvo & Trish Lackey, Events Administrators
Carina Dacierno & Terry Schimmoller, Office Assistants
Jeremy Gerstacker, Event Coordinator
Libby Montgomery & Sara O' Malley, Event Assistants

Looking Ahead to 2015

For the 2015 parade, Events Administration staff will:

- Enhance the guest experience in the new Inflation Celebration location at Graeter's Ice Cream
- Conduct a third Parade Workshop for current and future parade participants

Appendix D





City of Dublin

Office of the City Manager

5200 Emerald Parkway • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of Dublin City Council

From: Marsha I. Grigsby, City Manager 

Date: September 19, 2013

Initiated By: Alison LeRoy, Event Manager

Re: Independence Day Report

Background

The 2013 Independence Day Celebration events were well attended despite a steady sprinkle throughout the day. With the increased budget for entertainment, staff was able to bring in a popular headlining band.

Highlights included:

- Performance by the legendary band Chicago
- Selection of Grand Marshals Mike and Chris Close
- Fireworks show with simulcast on Sunny 95
- Red, White and Blue helium balloons lead the parade

Recommendation

Information only.

2013 Independence Day Report

Summary

The 2013 Dublin Independence Day Celebration was held on Thursday, July 4. The theme "Color My World... Red, White and Blue" was reflected through the day in parade units and table decorations.

Grand Marshals

The Grand Marshals of the Independence Day Celebration were former Dublin Mayor Mike Close, and his wife, Chris Close. As Grand Marshals, they led the Independence Day Parade, participated in media interviews, were introduced during the evening celebration and served as a judges for the table-decorating and float contests. Former Grand Marshals received a reserved table at the evening celebration and rode on a float in the parade.

Mike and Chris Close have been involved in the Dublin community for nearly 35 years. Chris has been a leader in organizations such as the Dublin Chamber of Commerce (being named its 2006 Dublin Businessperson of the Year), the Dublin Visitors and Convention Bureau, Leadership Dublin, Dublin Counseling Center, Dublin A.M. Rotary and the Dublin Foundation. In addition, she volunteers in the St. Brigid of Kildare's Community Ministry as a Eucharistic Minister. Chris currently serves as a licensed real estate agent in the Dublin area.

Mike, a former Dublin Mayor, is incoming President of the Dublin A.M. Rotary and current President of the Franklin County Veterans Service Commission. He is a former Captain and Vietnam Pilot of the U.S. Military, board member of the Dublin Chamber of Commerce and Dublin Visitors and Convention Bureau. He currently is a Managing Partner and Trial attorney practicing ethics and mediation law.

Specific Event Information

8 a.m.	Sherm Sheldon Fishing Derby
11 a.m.	Parade
4:30 -10:15 p.m.	Evening Celebration
5 p.m.	Skyhoundz Hyperflite Canine Frisbee Disc Championship

Sherm Sheldon Fishing Derby

The 28th annual Sherm Sheldon Fishing Derby started the day at 8 a.m. Held at the Dublin Community Recreation Center pond, kids and adults competed to win prizes for catching the biggest fish. The following prizes were awarded:

Age 3 & Under Division

First Place – Brycen Farnsworth
Second Place – Jack Alban
Third Place – Carter Scott

Four-Six Year Old Division

First Place – Colin Hayes
Second Place – Joey Baumann
Third Place – Kate Maynard

Seven-Twelve Year Old Division

First Place – Ryan Perman
Second Place – Artie Rose
Third Place – Sam Thomas

Thirteen and Above Division

First Place – Adam Erikson
Second Place – Jordan P.
Third Place – Maddy Bower

Parade

The City's Independence Day Parade started at Metro Center and continued along Bridge Street through Historic Dublin. An estimated 20,000 Dublin residents and guests lined the streets to watch 84 parade units, including six marching bands, four equestrian units, and five high-flying balloons. The Arthritis Foundation again provided cars for Council members who participated in the parade. These cars were featured in the Foundation's annual show. Before the parade, children once again watched balloons come to life at the inflation celebration. The 2013 Float decorating contest winners were:

Grand Marshal's Choice – Waterford Village Civic Association
Firecracker Award – Hemingway Civic Association
Sparkler Award – Plain City Rollers

Skyhoundz Hyperflite Canine Frisbee Disc Championship

The annual Frisbee Disc Championship was open to all veteran and novice dogs able to catch a flying Frisbee disc. The event, coordinated by Recreation Services, was held outside the Dublin Coffman High School stadium. This year's winners were:

First Place – Bazooka, 3-year-old female Mini American Shepherd, owner Matt Bilderback of Westerville
Second Place – Oscar, 5-year-old male Golden Retriever, owner Jim Raterman of Dublin
Third Place – Bella, 4-year-old female Mini American Shepherd, owner Matt Bilderback of Westerville

Evening Celebration

The City of Dublin's Evening Celebration for Independence Day has become the largest suburban celebration in Central Ohio. Known for featuring national recording acts, extensive children's areas and outstanding fireworks, the event has become a tradition for Dublin families. There were an estimated 12,000 people inside the stadium. The areas outside of the stadium on school grounds have become increasingly more popular and there were an estimated additional 10,000 - 15,000 people on school grounds.

The children's area filled the north end zone and the space north of the football field. Wristbands and tickets were sold, which provided kids the opportunity to participate in unlimited activities or just a select few. Attractions included slides, inflatables (bounces) and a variety of games.

The Table Decorating Contest for reserved tables allowed participants to get into the spirit of the day and have fun creating imaginative tabletops. Contest winners were:

First Place – The Soppe Family
Second Place – Rausch and Lemmon Families
Third Place – Kathy Haidet and Jill Kennedy

Unfortunately, because of rain, the Emerald City Swing Orchestra did not perform. The weather cleared and Josh Kracjik took the stage to an enthusiastic audience. Following Josh's very well-received performance, Chicago took the stage. Chicago played many of their greatest hits and was a hit with the Dublin audience.

The music finale ended with recent Dublin Scioto graduate Lauren Foley singing the national anthem. Zambelli International created a wonderful fireworks show with a soundtrack that again was simulcast on Sunny 95.

City staff worked closely with Washington Township Fire Department to supervise the safety aspects of the show. Washington Township generously waived the \$500 fireworks permit fee.

Sponsorships/Partnerships

The sponsorship program generated \$26,300 cash, \$11,250 in-kind goods and services and \$45,000 in-kind media. Cash sponsorship increased by one-third over 2012. We welcomed new sponsor, Premier Allergy.

Cash Sponsors/Partners

Cash Sponsors	Total Amount
Premier Allergy	\$ 5,000
Ohio Health	\$ 2,500
Dr. Pepper/Snapple	\$ 2,500
Parade Partners	
Key Bank	\$ 2,000
First Apostolic Church	\$ 500
Cinco	\$ 500
Mango's Place	\$ 500
Patriotic Table Partners	
Franklin County Engineer Dean Ringle	\$ 1,000
Senator Jim Hughes	\$ 1,000
Peter Stevens	\$ 1,000
Isaac Wiles, Atty.	\$ 1,000
Ron Gilliland	\$ 1,000
Muirfield Builders	\$ 1,000
Media Source	\$ 1,000
Dr. James Karpac	\$ 1,000
Sarnova	\$ 4,800
TOTAL	\$ 26,300

In-kind Partners

<u>Company</u>	<u>Item/Services Donated</u>	<u>Value of Donation</u>
Dr. Pepper/Snapple	Soft Drinks	\$ 1,000
Tim Hortons	Donuts and coffee	\$ 250
Golf Car Company	Golf Car rental	\$ 400
DiBella's	Staff/ entertainer food	\$ 1,000
O'Neil Tent & Party Supply	Discount on rental fee	\$ 800
Live! Technologies	Discount on rental fee	\$ 7,500
Port-a-Kleen	Discount on rental fee	\$ 300
TOTAL		\$11,250
<i>Media</i>		
This Week/Dublin Villager		\$ 15,000
Sunny 95		\$ 30,000
TOTAL		\$45,000

Financials

Revenue & Expenditures

Table 1 is a financial summary for the Independence Day celebration. Total revenue received was \$72,571. The cost of materials and supplies plus labor costs for the event totaled \$468,837. This resulted in a 15.5% cost recovery for the Event. The celebration is funded by revenue generated by the Event as well as the City of Dublin's Hotel/Motel Tax Fund. Labor costs for staff working the Event are charged back to their respective Work Units. Labor costs for Events staff are charged to the Hotel/Motel Tax Fund. Other Work Units assisting with the Event were mainly Streets & Utilities, Parks, Police, and Recreation Services.

Table 1 – Summary of the Event

Hotel / Motel Tax Fund (Fund 217)	2012 Total	2013 Total
Revenue		
Total Revenue	\$ 64,245	\$ 72,571
Expenditures		
Salaries and Wages (Regular time)	\$ 16,939	\$ 16,840
Overtime	\$ 1,335	\$ 4,287
Services and Supplies	\$ 328,797	\$ 379,287
Total Expenditures –Hotel/motel Tax Fund (Fund 217)	\$ 347,071	\$ 400,414
Other Funds		
Expenditures		
Salaries and Wages (Regular time)	\$ 20,496	\$ 21,483
Overtime	\$ 38,027	\$ 46,940
Total Expenditures – Other Funds	\$ 58,523	\$ 68,423
Total Expenditures	\$ 405,594	\$ 468,837
Revenue Over/Under Expenditures	\$ (341,349)	\$ (396,266)
Direct Cost Recovery	15.8 %	15.5 %

Note: 2013 revenue includes \$10,800 in receivables as of September 12, 2013.

Table 1.1 shows the 2013 actual Event revenue totaling \$72,571. This revenue was receipted into the Hotel/Motel Tax Fund. Actual 2013 revenue exceeded the projected revenue for the Event.

Table 1.1 – Event Revenue

Revenue	2012 Actual	2013 Actual	2013 Projected Revenue
Permit Fees	\$ 3,250	\$ 2,750	\$ 4,000
Contributions/Donations	\$ 16,500	\$ 26,300	\$ 11,500
Rental – Table Sales	\$ 35,700	\$ 35,180	\$ 38,700
Other Miscellaneous	\$ 8,795	\$ 8,341	\$ 10,500
Total Revenue	\$ 64,245	\$72,571.00	\$ 64,700

Table 1.2 shows the direct expenditures for the Event. These expenditures were charged to the Hotel/Motel Tax Fund. Expenditures were budgeted to be \$378,950, with actual expenditures totaling \$379,287.

Table 1.2 – Event Direct Expenditures – Services and Supplies (Fund 217)

Expenditures	2012 Actual	2013 Actual	2013 Budget
Professional Services	\$ 323,363	\$ 372,720	\$ 311,950
Operating Supplies	\$ 5,434	\$ 6,567	\$ 67,000
Total Expenditures	\$ 328,797	\$ 379,287	\$ 378,950

Table 1.3 is a breakdown of the labor hours and labor costs of providing the Event. Staff strives to complete as much set-up and tear-down as possible during regular working hours. Efforts are made to keep overtime to a minimum when possible. On the event day, most hours are overtime hours for non-exempt employees. **Exempt employees are not eligible for overtime. Any additional hours worked by exempt staff on event days are not shown in Table 1.3.** This included the Event Manager, Administrators and the Director of Finance.

As shown in **Table 1.3**, the “Event Day Cost” in labor of \$ 47,236 would be eliminated if the Event were not held in subsequent years. The work hours completed in the “Pre/Post Event” column during regular hours would likely be worked whether or not the event occurs. Staff would work their routine job functions.

Table 1.3 – Labor Hours and Expenditures (cost) - 2013

Work Unit	Pre/Post Event Hours	Pre/Post Event Cost	Event Day Hours	Event Day Cost	Total Staff Event Hours	Total Staff Event Costs
Events						
Administration	639.5	15,727	179	\$ 5,400	818.5	\$ 21,127
Streets & Utilities	398.5	\$ 8,001	490.75	\$ 15,349	889.25	\$ 23,350
Parks	471	\$ 15,742	208	\$ 8,618	679	\$ 24,360
Police	48	\$ 1,991	291.5	\$ 16,241	339.5	\$ 18,232
Recreation	0	\$ 0	107	\$ 1,085	107	\$ 1,085
Miscellaneous **	26.5	\$ 853	24.5	\$ 543	51	\$ 1,396
Total 2013	1,583.5	\$ 42,314	1,300.75	\$ 47,236	2,884.25	\$ 89,550

** Includes Volunteer Services staff and Code Enforcement.

Looking Ahead to 2013

The Independence Day Celebration continues to be a tradition for many Dublin families. With the additional funds for bands, we anticipate growing attendance numbers. While always dependent on weather, staff will look for ways to handle increased numbers of guests, both inside and outside the stadium. In addition, staff will be reviewing the pricing of the reserved tables.

Appendix E



AUGUST 2, 3 & 4 - 2013

FIDDLE FEST



LIKE IRELAND,
EXCEPT SMALLER

Dublin Irish Festival
is presented by:  City of Dublin
DublinIrishFestival.org

2013 Annual Report

Frank Slavik, Franchise Owner/Operator, Tim Hortons
2013 Dublin Irish Festival Honorary Chair



Frank Slavik and wife, Michelle

FESTIVAL HONORARY CHAIRS

- 2013 Frank Slavik
Tim Hortons
- 2012 Scott White
IGS Energy
- 2011 Jim & Leslie Finn
Festival Board Members
- 2010 Randy Hicks
Bob Evans
- 2009 Frank Willson
WBNS 10TV
- 2008 John Fleming
Superior Beverage Group
- 2007 Dan Sullivan
the Memorial Tournament
- 2006 Cheryl Herbert
Dublin Methodist Hospital
- 2005 Tom Thon
Clear Channel Columbus Radio
- 2004 Mike Kehoe
AT&T Ohio
- 2003 David D'Antoni
Ashland Chemical
- 2002 Donald J. Hunter
Duke Realty Corporation
- 2001 Ronald L. Geese
Continental Office Environments
- 2000 Michael P. Kelty
ScottsMiracle-Gro
- 1999 Terry Tindel
Verizon Wireless
- 1998 Terry O'Connell
Time Warner Cable
- 1997 Denny Lynch
Wendy's International

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EXECUTIVE SUMMARY

A "World of Music" came to Dublin, Ohio's Irish Festival in 2013. Entertainers from across the globe packed their Irish artistry, came to Coffman Park and proved once again that there is but one universal language...music.

Record breaking attendance was reported to be more than 104,000.

Gross revenues reached an all-time high, growing 12% over 2012.

Guinness was added to the beverage menu to the delight of many Festival guests.

Volunteers numbered more than 1,200.

More than 200 youth participated in the first-ever Kids' Highland Games.

More than a dozen authors greeted guests and signed and sold books featuring "Saints, Sinners and Scholars," in the Author's Corner.

Scholarship winners were Mark Widerschein and Kaitlin Smith.

Festival Facebook fans grew from 18,500 to 23,000.

Sunday guests donated more than seven tons of food and \$10,300 to the Dublin Food Pantry.

More than \$120,000 was returned to the community through Festival fundraising endeavors.

8.3 MILLION DOLLARS OF ECONOMIC IMPACT



HIGHLIGHTS

Friends and Family Ticket/Token Packages

For the first time, guests were able to purchase \$100 value packages prior to the Festival for friends and family members. In addition to Festival admission tickets, packages included coupons, beads, stickers, mugs, Wee Folk wristbands and more. Demand for the packages exceeded expectations and will be offered again in 2014. More than \$7,500 in non-weather dependent revenue was generated through these packages.

**STANDING
ROOM ONLY
FOR SHEEP
HERDING,
BACK BY
POPULAR
DEMAND**



More than 100 children followed Stinger to the finish line at the second annual DIF/IGS Energy Kids Dash on Thursday, Aug. 1. More than 1,000 runners registered for the 5K that precedes the Dub Crawl. Former Dublin Jerome High School men's track coach Mike Aldrink was the top men's overall winner with a time of 15:31. Laura Kaulen of Hilliard, OH, was the top women's overall winner with a time of 17:29.

Culture

"Saints, Sinners and Scholars" was the theme of the cultural area. From the authors and their books, to the sand sculpture, to fairy tea parties to the Sunday Services and more. This theme resonated throughout the Festival.

The Irish Authors' Corner doubled in size to host a dozen Irish-American authors. Guests were able to purchase books on-site and have them autographed. Of particular interest was author John Shea, author of the book, "Rat Bastards", about Irish Mobster, Whitey Bulger.

Animals of Ireland

Back by popular demand, there was standing room only for guests who wanted to see how one small dog could prod several large sheep into a tight corral in a matter of minutes. Sheep herding was a crowd favorite on Sunday of the Festival.

Celtic Canines continued to be a popular venue and featured many of the breeds of dogs native to Ireland.

The IGS Energy/Dublin Irish Festival 5K + Kids Dash

More than 100 children followed Stinger to the finish line at the second annual DIF/IGS Energy Kids Dash on Thursday, Aug. 1. More than 1,000 runners registered for the 5K that precedes the Dub Crawl. Former Dublin Jerome High School men's track coach Mike Aldrink was the top men's overall winner with a time of 15:31. Laura Kaulen of Hilliard, OH, was the top women's overall winner with a time of 17:29.





Music

Entertainers representing all Irish genres from around the globe brought their music to Dublin, Ohio and played with passion and pride. New to the Festival in 2013 were the High Kings, Red Hot Chili Pipers and Carlos Nunez. Returning favorites included Gaelic Storm, Natalie McMaster, Young Dubliners and Willis Clan.

Dublin Irish Festival Scholarship Recipients

The DIF presented two scholarships of \$2,500 to Kaitlin Smith and Mark Widerschein. Smith plans to attend Ohio University in the fall, while Widerschein will attend Vanderbilt University.



2013 Dublin Irish Festival Scholarship winners, Mark Widerschein and Kaitlin Smith with Scholarship Committee member, Anne Geese.

Wendy's Wee Folk Irish Contest Winners:

Reddest Hair:

- 1st Grace Hainnett
James Berend
Stacy Garrison
- 2nd Paul Thomas
Maureen Schweningen
Mikayla Kenny
- 3rd Gabrielle Thomas
Samantha Pierce
Karen Gonzalez

Greenest Eyes:

- 1st Helena Pinnell
Amanda Varian
Holly Hunt
- 2nd Claire Malone
Maggie Conroy
Ryan Garcia
- 3rd Colleen Schweningen
Natalia Shenberger
Rebecca Bernard

Most Freckles:

- 1st Jacob Reinehart
Katherine Dixon
Randy Cook
- 2nd Brighton Cancian
Kyle Fisher
Kelly Eauciaire
- 3rd Keegar Bullen
Michael Kelly
Martz Pfeil

Best Legs in a Kilt:

- 1st Glenn Welker
- 2nd Holly Kirby
- 3rd Patrick Shannon

VOLUNTEERS

With the help of more than 1,200 volunteers covering more than 1,700 shifts, the Festival continues to grow and thrive.



Best of the Fest Award Winners

Best of the Fest awards are given annually to volunteers who have been nominated by their peers, staff and guests for their extraordinary dedication to the Festival.

Leadership Award: Mark McGuire

Mark has been a fixture on the Dublin Irish Festival team for more than ten years starting on the Vendor Liaison/Marketplace Committee. His upbeat attitude and wide range of skills make him the perfect representative for the Dublin Irish Festival and the pride with which it is produced. Mark's nominator said, "His work is high quality -- very professional. He always has a positive attitude and outlook." For the 2013 Festival, Mark spent more than 50 hours on signage and more than 30 hours helping organize Sunday Services.

Adult Award: Melissa Ross

When more than 1,200 volunteers pass through volunteer headquarters, it takes more than the click of a mouse to set them up for success. Luckily, Volunteer Headquarters had Melissa Ross on duty to help the Festival prepare, starting weeks in advance. Melissa selflessly goes the extra mile, recruiting her co-workers and friends to volunteer alongside her. Due to her remarkable organization and technology efforts, Melissa stands out as making the entire Volunteer program better with her contribution.

Youth Award: Ana Chirakos

When you're a teenager, eight years of service at one event is a big deal. Ana has held many volunteer positions over the years, but in 2013 she was a shining example of hospitality in the Celtic Canteen. Her nominator said of her, "She is one of those teens who represent a true giving spirit filled with community pride." A senior at Dublin Coffman High School, Ana plans to attend college in the fall of 2014 to study medical science. When asked why she enjoys volunteering in the Celtic Canteen all three days of the Festival, she said, "It's just really nice to see other people smile and have something to do with that."

Family Award: The Ganger Family

The Ganger Family is a shining example family involvement at the Dublin Irish Festival. In 2013, Ryan Ganger stepped forward to serve as co-chair of the Dub Club, a relatively new and growing area. His enthusiasm and "leadership by example" was contagious. Ryan's father, Kevin, and several other members of the Ganger family have volunteered for many years putting their Irish spirit into action. "They are united as a family and as a giving force."



AWARDS



+ American Bus Association:
Top 100 Events



+ Columbus Monthly:
Best Festival



+ Columbus Parent Magazine:
Best Heritage Festival



+ CityScene Magazine:
Best Event for Out-of-Towners



+ 614 Magazine:
Runner-up, Best Festival



+ Ohio Parks & Recreation Association:
Third Place, Special Event - Irish Fairy Tea Parties



+ International Festival & Events Association
Pinnacle Awards:
The Dublin Irish Festival received **seven Pinnacle Awards** at the IFEA awards competition recognizing outstanding festival and events programming, promotions and media initiatives.



International Festival & Events Association Pinnacle Award Winners

GOLD
SILVER
BRONZE

Best Event Website:

DublinIrishFestival.org

Best Event (within a Festival):

International Highland Games
Women's World Championships

Best Social Media Site:

Dublin Irish Festival Facebook Page

Best New Merchandise:

Canteen

Best New Promotional Activity:

Columbus Clippers Irish Heritage Night

Best T-Shirt Design:

Irish Crest T-Shirt

Best Miscellaneous Clothing:

Coral Tank

MARKETING & MEDIA

The Festival ticket sales promotion kicked off Friday, March 22, following St. Patrick's Day, on what was designated "Green Friday".

With the interest in all things Irish ushered in on St. Patrick's Day, "Green Friday" was chosen to kick off the Festival with promotions similar to those offered on Black Friday. Part of this promotion was the introduction of the new ticket/token packages which were overwhelmingly successful.

The Festival partnered once again with the Columbus Clippers for the second annual **Irish Heritage Night** on Friday, July 12. Guests at Huntington Park were greeted by the sights and sounds of bagpipers and dancers performing at the gates and in the concourse. Honorary Chair Frank Slavik threw out the ceremonial first pitch as the Festival's 2013 television commercials played on the scoreboard.

Social media extended the reach of the Festival message and engaged more people, more often in more creative ways than ever before. The Festival media and marketing team conducted a Facebook contest to bring the Festival's Facebook page to more than 20,000 fans. The contest post had more than 1,000 likes and more than 1,000 shares in less than 24 hours. As a result, the Festival Facebook page has more than 23,000 fans to date and continues to be a go-to source of information for our Festival guests.

What did you like best about the Festival?

"I loved the Facebook updates and the weekend ticket opportunity. Thanks for all your hard work!"



2013 Honorary Chair, Frank Slavik, getting ready to throw out the first pitch at the second annual Columbus Clippers Irish Heritage Night.

Coverage

The Festival attracted media coverage from various traditional and social media outlets. Festival coverage consisted of 30 unique articles ranging from local publications like *ThisWeek News* and *The Columbus Dispatch* to regional media outlets like *The Kentucky Standard*. Additionally, there were nearly 50 blog posts and 2,454 online mentions of the Dublin Irish Festival between Facebook and Twitter.



SHARING O' THE GREEN

The Dublin Irish Festival presents an annual opportunity for local organizations to roll up their sleeves, pitch in and generate significant funds. In 2013, 29 groups raised \$120,000 to benefit their causes.



"The monies that we've raised have made a huge impact in what we're able to accomplish in our program. The purchase of goalie equipment has made it possible for students who would have otherwise not been able to pay for the necessary equipment to play this position. We feel good having the ability to financially assist any player who needs a bit of help to play such a wonderful game."

Jeffrey Golliver
Dublin Coffman Field Hockey Booster Club

- Ancient Order of Hibernians
- Balgriffin Homeowners Association
- Bishop Watterson Athletic Association
- Daughters of Erin
- Dublin AM Rotary
- Dublin Coffman Girls Field Hockey
- Dublin Coffman Girls Soccer
- Dublin Coffman Mens Soccer
- Dublin Coffman Quarterback Club
- Dublin Coffman Wrestling Boosters
- Dublin Community Swim Team
- Dublin Counseling Center
- Dublin Crew
- Dublin High School Hockey Association
- Dublin Irish Celebration
- Dublin Jerome Girls Soccer
- Dublin Jerome Kick-Off Club
- Dublin Scioto Girls Soccer Boosters
- Dublin Scioto Touchdown Club
- Dublin Singers
- Dublin Women's Philanthropic Club
- Heather Glen Civic Association
- Irish Rebounder's Club
- Ladies Ancient Order of Hibernians
- Lowell Trace Civic Association
- Shamrock Club of Columbus
- Skating Club of Central Ohio
- St. Brigid Athletics Association
- St. John Lutheran Church
- Trinity Park Homeowners Association



98 PERCENT PLAN TO RETURN TO THE FESTIVAL

GUEST SNAPSHOT

This year surveys were conducted both online at DublinIrishFestival.org and on-site. Results shown below indicate that the Dublin Irish Festival continues to be a great opportunity for sponsors who want to reach a desirable demographic.

- + **Age:** 16% in their twenties, 34% between 30 – 50 years of age, 28% between 50 – 69 years of age.
- + **Education:** 72% have college or post-graduate degrees
- + **Income:** 42% have household incomes of more than \$100,000 while 28% have household incomes of \$60-\$100,000
- + **From:** 28% from outside of Ohio and 57% from Central Ohio
- + **First time visitors:** 28% were first time visitors
- + **Plan to return:** 98%
- + **Rated as terrific or good:** 99%

What do you like best about the Festival?

"Celebrating my culture and heritage through music, dance, and activities."

"It is a clean, well run festival that is family friendly. There is good music, good food, and high quality merchandise."

"That it takes place in this great Community called Dublin, OH. We see all of our neighbors, friends and co-workers every year for a brilliant time."

SPONSORSHIP

NEARLY A
QUARTER OF
A MILLION
DOLLARS WAS
GENERATED
THROUGH
SPONSORSHIP



The steady growth of the sponsorship program has resulted in significant non-weather dependent revenue for the Festival. The program has also provided an event marketing opportunity for corporate sponsors who wish to extend their reach and connect with our desirable demographic.

Economic impact survey results conclusively showed that sponsorship is a great way for businesses to build greater brand recognition and passion for their product and/or services. Eighty-two percent of survey respondents recalled more than one sponsor by name. Among the most frequently remembered sponsors were: Hollywood Casino and Tansky Sawmill Toyota.



Wendy's

HOLLYWOOD
Casino
COLUMBUS, OH

MARKET
DISTRICT

THE ScottsMiracleGro
FESTIVAL

Bob Evans

TANSKY
SAWMILL TOYOTA
TANSKY TOYOTA

CardinalHealth

Allstate
You're in good hands.
Dean Insurance Group
Dublin

"We were pleased with the exposure Hollywood Casino received at the centrally located Trinity Stage. We were able to engage Festival guests by appearing between entertainment acts with our responsible gaming message. Hollywood Casino will definitely be back next year."

Kamilah Prince, Director of Community Relations
Hollywood Casino, First Time Sponsor

"Mezzo is proud to be part of Dublin. By hosting the Honorary Chair event each year we are able to show support of the Festival and show our appreciation of the economic impact that we enjoy because of it."

Nicole Goodman
Mezzo, Returning Sponsor

VIP MEMBERSHIP

Three Clubs offer opportunities for sponsors and members to enjoy Irish hospitality in unique ways throughout the Festival. Combined revenue for the Clubs were record breaking in 2013, a testament to the green carpet treatment members receive.



Elevated views of the performances on the Killian's Celtic Rock Stage for groups make this a popular spot for businesses, organizations and reunions. A private beverage station and restrooms make this Club a great way to experience the Festival.



EMERALD CLUB

Within easy listening distance of the Hollywood Casino Trinity Stage in the heart of the Festival, the Emerald Club offers guests and members food and beverages throughout the Festival weekend. Private restrooms and VIP treatment make this an exceptional value.

A commemorative tree honoring the memory of Jim Finn, 2011 Honorary Chair, was placed near the Emerald Club. Jim volunteered for years at the Emerald Club, extending the hospitality of the Irish to one and all.



The Scotts Miracle-Gro Dublin Stage features a fantastic lineup of traditional music and dance. Dub Club members get to see and hear world class Celtic entertainers while enjoying complimentary snacks, a private beverage station and restrooms.



FESTIVAL LEADERSHIP

Dublin City Council

Mayor Tim Lecklider
Vice Mayor Amy Salay
Cathy A. Boring
Marilee Chinnici-Zuercher
Rick Gerber
Michael H. Keenan
John Reiner

City Administration

City Manager
Marsha Grigsby
Assistant City Manager
Michelle Crandall

Festival Staff

Festival Director
Alison LeRoy
Event Administrators
Mary Jo DiSalvo
Trish Lackey
Event Support Team
Carina Dacierno
Jeremy Gerstacker
Libby Montgomery
Sara O'Malley
Terry Schimmoller
Summer Support Team
Ryan Billings
Amanda Etchison
Kelly Kirkland
Kiersten Kollins
Finance
Steve Sova
Legal
Stephen Smith, Jr.
Parks & Open Space
Chris Nicol
Vince Vannicelli
Police
Lt. Steve Farmer
Risk Management
Ron Whittington
Streets & Utilities
John Babyak
Jeff Stallings
Volunteer Resources
Christine Nardecchia
Samantha Haberkamp
Washington Township
Steve Skeldon
Web Site
Bruce Edwards

Committee Chairs

Bob Adamek* – Beverage Tokens
Sharon Adamek – Dub Club
William Arehart – Animal Exhibits
Mark Bernardin – Marketplace/Emerald Arts Isle
Lisa Bova – Hospitality
Molly Byrne – Sports
Kerry Donahue – Food Vendors
Laurie Donahue – Food Vendors
Linda Dreier – Admissions/Entryways
Scott Dring – Guest & Hotel Relations
Leslie Finn – Emerald Club
Ryan Ganger – Dub Club
Bruce Goll – Pop, Water & Ice
Bill Hayden – Founders
Beth Hicks – Marketplace/Emerald Arts Isle
Randy Hicks – Emerald Club
Stacy Hicks – Emerald Club
Michelle Hunter – Scholarship Foundation
Tim Krumlauf – Irish Community Pride
Kay McGovern – Cultural
Mark McGuire – Signage
Kitty Munger – PR/Promotions
Tom Murnane – Sponsorship
Jeff Myers – Pop, Water & Ice
Jeff Noble** – Volunteers
Morton O'Kelly – Entertainment
Brendan O'Reilly – Sports
Joe Regan – Feis
Clay Rose – Celtic Rock Club
Lynn Rose – Celtic Rock Club
Jerry Tracy – Sunday Services
Frank Willson – Emerald Club
Lisa Willson – Emerald Club
Carol Zimmerman – Sharing O' the Green



Leadership Service Pins Awarded
* 5 year **10 year *** 25 year



Committee Members

HJ Baker	Christy Fields*	Glenn Mackie	Diane Seiple
Wendy Bell	Kevin Ganger	Erin Macklin	Gregg Sheehe*
Erin Bishop	Lynne Gatton***	Kimm Massengill-Bernardin	Dennis Shuman
Jim Bishop	Anne Geese	Dave Matthews	Nancy Shuman
Nick Bova	Anne Gleine	Matthew McGuire	Frank Slavik
Pat Byrne***	Janelle Guerin	Nona McGuire	Michelle Slavik
Chris Clinton	Jamie Heberling-McCartney	Maxine McKee	Heather Smith
Kristi Colliver	Jenny Hill	Patrick Miller*	Jeff Smith
Rick Colliver	Beth Hillmann	Kathy Murnane	Stephen Smith, Jr.
David Connelly	David Hopper	Mike Murphy	Maggie Snow
Kay Connelly	Randy Imwalle	Joseph Myers	Mike Snyder*
Wayne Cruze	Rachel Innes*	Rick Nelson	Chuck Speer
Annie Curran**	Elaine Kehoe	Joyce O'Neill	Joe Starrett*
Gerry Curran	Marsha Kelty	Christen Opperman	Brian Sullivan
Chris Damo	Cathy Kerrigan	Anna Oscar	Denae Sullivan*
Jody Daulton	Karen Komatsu**	Mike Pechinak	Kathleen Thon
Judy Davis	Pat Kranz	John Reiner	Mary Tracy
Tom Davis***	Steve Kranz	Shelia Reiner	Frank Vamos
Nora Dorrian	Brian LeRoy	Colleen Rosshirt	Kathy Vannatta
Beth Eck	John Locke	Scott Schmitz	Sarah Wessling
Willie Ehrlich			Michele White

ECONOMIC IMPACT

In 2013 the Dublin Irish Festival conducted an Economic Impact Study, the first since 2006. Survey data compiled by Enigma Research demonstrates that the Festival continues to have a positive financial impact on the Dublin community and the Greater Columbus region. Here are some of the findings:

\$8.3M

ECONOMIC IMPACT



The economic impact is derived from spending by local (2.3M) and non-local (3.915M) attendees and event operations. This estimate includes direct, indirect and induced impact.

48%

INCREASE



The 2013 economic impact was a 48% increase over 2006 (5.6M), when the previous economic impact study was conducted.

\$1.3M

TAXES GENERATED

This total comprises the compilation of federal (0.6M), state (0.4M) and local (0.3M) taxes generated by the event.



1.6

HOTEL NIGHTS



Non-local attendees stayed an average of 1.6 nights in local hotels.

28%

OUT-OF-STATE

28% of Festival attendees traveled from out-of-state. The states with the largest number of attendees represented were Kentucky, Pennsylvania and Illinois, each with 4%.



More in-depth results from the Economic Impact Study as well as previous year comparisons can be found at DublinIrishFestival.org

FINANCIALS

The Dublin Irish Festival is funded by revenue generated by the event as well as the City of Dublin's Hotel/Motel Tax Fund as reviewed and approved by Dublin City Council. Revenue dollars return to Hotel/Motel Tax Fund and help support community organizations and events.

REVENUES

REVENUES	2008	2009	2010	2011	2012	2013*
Sponsorship	160,399	185,699	211,572	247,980	238,000	248,000
Admissions	507,201	534,178	573,927	449,109	441,978	523,500
Beverages	640,880	697,004	754,975	714,391	707,364	812,446
Vendors	119,770	131,416	144,852	151,591	162,020	166,448
VIP Clubs	51,445	52,200	51,186	66,086	67,888	70,845
5K/ 4 Miler	-	-	4,244	5,523	8,444	7,014
Wee Folk / Misc.	32,303	44,094	48,208	38,275	41,614	49,217
Academy	3,875	2,800	2,430	1,910	2,274	1,550
Refunds/Deposits	31,350	54,275	44,188	69,603	56,904	57,031
TOTAL	\$1,547,223	\$1,701,666	\$1,835,582	\$1,744,468	\$1,726,486	\$1,936,051

EXPENDITURES

EXPENDITURES	2008	2009	2010	2011	2012	2013*
Staff Overtime Wages/Benefits**			180,818	170,087	156,524	180,246
Meeting Expenses	2,492	1,152	1,521	1,382	1,121	1,562
Communications	1,469	297	3,932	3,784	3,157	2,920
Professional Services	981,015	1,036,882	1,055,988	1,060,140	1,098,811	1,171,308
Advertising	77,319	64,638	66,176	65,895	69,220	59,224
Printing	27,849	23,260	25,527	19,943	14,932	16,213
Operating Supplies	207,372	234,665	235,990	267,440	254,703	294,723
Special Projects/Promos	22,685	22,316	5,722	13,442	45,360	37,355
Volunteer Services	21,758	14,269	17,600	20,686	19,146	18,619
TOTAL	\$1,341,959	\$1,397,479	\$1,593,274	\$1,622,799	\$1,662,974	1,782,170

*Figures as of 11/14/13 (not all expenditures have yet been paid, not all revenues have yet been received)

** Staff overtime costs and benefits were specifically attributed to Festival costs in 2010 for the first time

WE ARE EXCITED TO GROW THE FESTIVAL FOOTPRINT IN 2014

As we plan for 2014, the expansion of Coffman Park will be visible proof that the Festival is physically and financially flourishing. A field formerly dedicated to soybeans and corn will make way for a growing number of Irish Festival fans.

We look forward to the new opportunities that will be presented by expanding the Festival footprint.

2014 Goals

- + Create the optimum event experience for guests, participants and neighbors through layout enhancements resulting from the Coffman Park Expansion
- + Engage more people in year-round communication about the Festival through creative media strategies and messaging.
- + Increase non-weather dependent revenue through the promotion and sale of online tickets and ticket packages
- + Improve mobile connectivity to increase levels of communication for Festival operations and guests
- + Continue to develop food and beverage menus that best reflect guests preferences by monitoring industry trends

Ongoing Goals

- + Preserve the Irish cultural integrity of the Festival
- + Improve the guest experience through exceptional customer service
- + Focus on safety, crowd management and accessibility issues
- + Focus on environmentally friendly practices
- + Maximize revenue and cost-containment

Mission

The mission of a City of Dublin event is to engage, enrich and unify the community, and to showcase Dublin's amenities to visitors by producing high-quality, safe and family-friendly events.

The mission of the Dublin Irish Festival is to produce an internationally recognized event that promotes Irish music, dance, culture and tradition. The Festival strives to significantly impact the Dublin economy through overnight stays in hotels and increased sales at area businesses.

Our New Home!

City of Dublin
Events Administration
6555 Shier Rings Rd.
Dublin, OH 43016-8716
614-410-4545



MAP KEY

- Tokens
- Beer
- Cocktails & Wine
- Pop & Water
- Information Tent
- Phones
- Baby Changing
- Playground
- Restrooms
- First Aid
- ATMs
- Tickets
- Food Vendors
- Emergency Shelter

- 1 Grafton Street Marketplace
- 2 Irish Tea Room
- 3 Cultural Workshops
- 4 Wake House
- 5 Community Organizations
- 6 Music Workshops
- 7 Sessions
- 8 Irish Traditions
- 9 Music Exhibits
- 10 Spoken Word
- 11 Irish Authors' Corner
- 12 Ward Irish Music Archives
- 13 Brian Boru's Ireland
- 14 Festival Merchandise & Entertainer CD Sales
- 15 Emerald Arts Isle
- 16 Bob Evans Sand Sculpture
- 17 O'Connell St. Marketplace
- 18 Genealogy
- 19 Pet Palace Celtic Canines
- 20 Wee Folk Crafts
- 21 Wee Folk Stage
- 22 Pot O' Gold Playland
- 23 Festival Merchandise
- 24 Temple Bar Marketplace

DUBLIN[®]
 IRISH FESTIVAL
 LIKE IRELAND,
 EXCEPT SMALLER





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ThisWeek
COMMUNITY NEWS



610 WTVH

Bonefish Grill

Columbus Clippers

Kurtz Brothers

Mary Kelley's

Old Bag of Nails Pub

Roosters

Book Loft

Cult Marketing

La Chatelaine

Mezzo

Party Panache

SpaceJunk Media

Capital City Ice

EcoPack

Liberty Tavern/
Dublin Village
Tavern

Milano Florist

Pepsi

Tim Hortons

Columbus
Blue Jackets

Golf Car Company

Live!Technologies

O'Neil Tents &
Party Supplies

Porta Kleen

Tourism Ireland

J. Liu
Restaurant & Bar

Reed Arts

Woodgamz

Appendix F





City of Dublin

Office of the City Manager
5200 Emerald Parkway • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of Dublin City Council
From: Marsha I. Grigsby, City Manager *MIG*
Date: June 6, 2013
Initiated By: Sara Ott, Sr. Project Manager
Re: City Council Goals for 2013-2014

Background

Attached is a resolution presenting the goals of the Dublin City Council for 2013-2014 based upon Council's discussion at its annual goal setting retreat held April 26, 2013.

The resolution reaffirms City Council's support of the strategic focus areas and accompanying policy statements for operations of the City. The only addition was to the Smart, Customer-focused Government area, which now reflects City Council's ongoing commitment to exploring shared services and strategic partnerships.

Goals 1 and 2 were expanded to further articulate City Council's vision in fostering an educational environment through partnerships, thereby strengthening the community bond and attracting new growth and business. Goals 3 and 4 (formerly Goals 2 and 3) have been renumbered, but the language is primarily unchanged from 2012-2013. Engaging local executives to promote Dublin became an important addition to Goal 5 (formerly Goal 4). The 2012-2013 Goals 5-7 were stricken. Finally, Goal 6 has been added to articulate City Council's desire to enhance quality of life amenities in Dublin.

Recommendation

Staff recommends approval.

Attachment

RECORD OF RESOLUTIONS

Dayton Legal Blank, Inc., Form No. 30045

Resolution No. **31-13**

Passed _____, 20____

A RESOLUTION ADOPTING CITY COUNCIL GOALS FOR 2013-2014

WHEREAS, the City of Dublin has a rich history of engaging in an annual goal setting process to establish near and long-term priorities for the community; and

WHEREAS, many of the goals of Council from previous years continue to guide the actions of both Council and the Administration in their budgeting and programming initiatives; and

WHEREAS, City Council endeavors to be strategic in its deliberations regarding these goals in order that current opportunities, needs and challenges facing the community are fully considered; and

WHEREAS, City Council desires to formally adopt its 2013-2014 goals to help guide the City in shaping its future.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Dublin, State of Ohio, 6 of the elected members concurring, that:

Section 1. As a result of the annual goal-setting process, Dublin City Council hereby reaffirms the following Strategic Focus Areas and their associated policy statements, which represent those major areas of emphasis upon which the City's existing and new goals will continue to focus.

STRATEGIC FOCUS AREAS

- **Fiscal Health & Economic Vitality**

Policy: The City ensures its financial security through the implementation and coordination of sound fiscal policies; carefully balanced land planning reflecting sound land use principles; forward investing in infrastructure development; and a continuous focus on successful economic development programs.

- **Liveable, Sustainable and Safe**

Policy: The City supports a Liveable, Sustainable and Safe community by encouraging community pride and facilitating a high level of quality of life for citizens by planning and emphasizing public safety, innovative programs, community wellness and extraordinary amenities.

- **Civic Engagement**

Policy: The City creates a participatory environment for the active engagement of residents and community stakeholders by promoting proactive and ongoing communication; providing opportunities for citizens to utilize their talents and skills to benefit the community; and encouraging citizen education and interactions with the City and other organizations in order to foster pride and ownership in the community.

- **Public Services and Infrastructure**

Policy: The City provides appropriately designed, well maintained and robust public infrastructure systems. Additionally, the City provides exemplary public services delivered in a manner to ensure an extraordinary quality of life. Infrastructure and services are provided in a cost-effective

RECORD OF RESOLUTIONS

manner to meet the needs and expectations of residents, businesses, visitors and other stakeholders. These systems and services are created and implemented through a process of thoughtful prioritization with broad community input.

- **Smart, Customer-focused Government**

Policy: The City maximizes its financial and human resources to execute the responsibilities of local government and to achieve established goals. The City is accountable and responsive to the needs and the desires of the community by employing outcome-based management systems; evaluating best practices of other high-performing organizations; and working collaboratively with other public entities to provide efficient, responsive and innovative local government, including, when appropriate, a focus on shared-service delivery and strategic partnerships.

Section 2. As a result of the annual goal-setting process, Dublin City Council hereby adopts the following goals for 2013-2014:

2013-2014 CITY COUNCIL GOALS

Goal 1. Engage leaders of business, government and education systems to better understand business needs, challenges and opportunities to optimize Dublin's business climate. Collaborate with public schools, vocational schools, higher education, and private learning centers to provide local and prospective business and industry clusters with a relevant and ready workforce. Partner with local education and business leaders to develop programs to meet the needs of industry, with the objective of growing existing businesses as well as attracting new businesses to the City.

Continue to focus on and pursue international opportunities that support the attraction, growth and development of businesses.

Goal 2. Identify, nurture and build upon the qualities of Dublin that attract, retain, create a sense of pride and bond residents and businesses to the community.

Goal 3. Develop a 21st century learning environment, combining library and educational facilities, which will provide opportunities for lifelong learning, educational synergies and support the City's economic development, while advancing the community's quality of life. The City will initiate a site selection process for the facility/facilities and establish a plan for acquisition.

Goal 4. Embrace the vision of true mixed-use, walkable neighborhoods in the Bridge Street District by working with our public and private partners to create a sustainable, safe, vibrant and dynamic mix of land uses, creative open spaces, residential options and signature architecture that attract a diverse population of residents and visitors. Begin implementation of the vision by cooperating in the development of charter projects, establishing gateways at major District entries, and evaluating the creation of entertainment districts.

Goal 5. Develop brand recognition locally, nationally and internationally through key stakeholders and strategic market initiatives. Tell and

RECORD OF RESOLUTIONS

Dayton Legal Blank, Inc., Form No. 30045

31-13

Page 3 of 3

Resolution No. _____

Passed _____, 20____

validate the Dublin experience through engagement of third parties who champion the brand for the advancement of Dublin.

Identify and engage local senior executives in an effort to utilize their influence to promote Dublin as the ideal environment in which to live, work and create.

Goal 6. Create a gathering place where the Dublin community can celebrate creativity in both personal and shared experiences of the arts. Review and consider community models for creating a cultural arts center in Dublin, envisioning a multi-disciplinary complex, an educational resource, a space for popular and innovative performing arts, and an exhibit space for visual artists.

Section 3. This Resolution shall take effect and be in force upon passage in accordance with Section 4.04(a) of the Revised Charter.

Passed this 10th day of June, 2013.



Mayor - Presiding Officer

ATTEST:



Clerk of Council

Appendix G





To: Members of Dublin City Council
From: Marsha I. Grigsby, City Manager
Date: December 5, 2013
Initiated By: Angel L. Mumma, Director of Finance
V. Faye Gibson, Director of Taxation
Re: Hotel/Motel Tax Grant Applications

Background

The Finance Committee met on Monday, November 25, 2013 to review 2014 Hotel/Motel Tax Grant Applications.

Recommendation

The Finance Committee recommendations for the 2014 hotel/motel tax grants are as follow:

Approve:

- Arthritis Foundation Classic Auto Show - cost of City services, not to exceed \$10,000
- Club Ohio Soccer - \$12,300
Nike Challenge Cup – cost of City services and specifically outlined costs, not to exceed \$10,500;
Fall Classic Tournament – cost for field rental at Soccer First, not to exceed \$1,800
- DCVB Irish Experience – cost of program, not to exceed \$7,500 (matching funds)
- Dublin Scioto H.S. Boosters – cost of City services for the Ohio Middle School Tournament, not to exceed \$6,000
- Dublin Soccer League – cost of goals and other specifically outlined costs for the Dublin Charity Cup, not to exceed \$21,672
- Dublin Youth Athletics (DYA) – cost of City services for the Wayne Williams Memorial Baseball Tournament, not to exceed \$19,500
- Dublin Historical Society – cost for a video of a guided tour of the Coffman House & barn, not to exceed \$4,500
- National Intercollegiate Flying Association (NIFA) – costs for facilities rentals, trophies and an awards banquet for the 2014 SAFECON event, not to exceed \$8,000
- Dublin Community Bands – \$10,000
Cost for an Event Management/Coordinator, not to exceed \$6,000;
Cost for Events Marketing, not to exceed \$4,000

- Dublin Special Olympics – costs for awards, rental fee of school facilities, t-shirts for volunteers and equipment to host the 2014 Shamrock Games, not to exceed \$5,000
- Dublin Kiwanis - \$7,000
Frog Jump – cost of City services, not to exceed \$5,000
Banners – not to exceed \$2,000
- HDBA – cost for the 2014 Engagement Campaign, not to exceed \$20,000
- Dublin Jerome H.S. – Homecoming Parade – cost of City services, not to exceed \$1,000
(NOTE: This grant was awarded in 2013 but due to The Presidents Cup was not utilized)

Delay Decision

Furthermore, the Finance Committee is recommending that a decision regarding the Dublin A.M. Rotary's request in the amount of \$10,000 be delayed until further information is submitted to the Committee (information is anticipated within the first quarter 2014).

Disapprove

Finally, the Finance Committee is recommending disapproval of the \$4,000 grant submitted by Dublin United Soccer Club.

Total Budgeted in 2014 for hotel/motel tax grants: \$200,000

Total Recommended for approval by the Finance Committee: \$131,472

#dublinishome to Excitement and Energy



From top to bottom, Football University Top Gun Camp, Dublin Kiwanis Frog Jump, and right, Arthritis Foundation Classic Auto Show

Grants support community efforts

Dublin City Council awarded nearly \$143,000 in grants through the Hotel/Motel Tax Fund. Funds are generated from a six percent tax on overnight stays in Dublin's 14 hotels. In 2013, \$1,926,307 was collected. The Dublin Convention and Visitors Bureau and the Dublin Arts Council each receive approximately 25% of the fund annually. In addition to funding City of Dublin events, the fund supports cultural arts, beautification projects, improvements to Historic Dublin, special events and other projects that appeal to visitors.



Hotel/Motel Tax Grants | 2013

Events	Amount
Arthritis Foundation - Classic Auto Show	\$10,000
Club Ohio Soccer - Nike Challenge Cup	\$5,000
Dublin Arts Council - Community Research Project	\$16,000
Dublin Convention and Visitors Bureau	\$7,500
Dublin Jermone High School Homecoming Parade	\$1,000
Dublin Kiwanis Club - Frog Jump	\$5,750
Dublin Scioto High School Lacrosse Booster	\$5,000
Dublin Soccer League - League Cup	\$16,832
DYA Wayne Williams Memorial Tournament	\$19,500
Kiwanis Club of Greater Dublin - Teen Driving Rodeo	\$3,500
Ohio Premier Girls Soccer Club	\$7,700
Historic Dublin Business Association Engagement Campaign	\$20,000
Top Gun Football University Camp	\$25,000
Total	\$142,782

Appendix H



RECORD OF ORDINANCES

Ordinance No. 94-13

Passed Page 2 of 3, 20

(7) The "full costs," in most instances, will be rounded to the nearest five or ten dollars, with the actual fee established by the ordinance establishing a schedule of fees and charges for City services.

Section 35.81 Findings and Intent

(a) It is the intent of the City Council to ascertain and recover the specified percentages of full costs from fees, charges, and regulatory license fees levied in providing the regulation, products, or services set forth in this Chapter.

(b) The fee and service charge revenue/cost comparison system set forth in this Chapter provides a mechanism for ensuring that fees adopted by the City for services rendered do not exceed the reasonable estimated cost for providing the services, unless otherwise noted.

(c) It is the intent of the City Council to achieve a more equitable and fair mix for financing services set forth in this Chapter in order to reduce or eliminate subsidizing these services with general tax revenue; thereby, allowing those general tax revenues to be used for general services, including infrastructure maintenance and replacement.

Section 35.82 Delegation of Authority and Direction to the City Manager

(a) The City Manager is hereby delegated the authority and directed to provide documents to the City Council to implement its policy to adjust fees and charges to recover the percentage of full costs as established in this Chapter.

(b) "Full costs" shall be as defined in Section 35.80. In adjusting fees and charges, the City Manager shall act in an administrative and ministerial capacity and shall consider only the standards and criteria established by this Chapter and the applicable State laws.

Section 35.83 Schedule of Fees and Service Charges

(a) The City Manager, Director of Finance, and each City department head, under the direction of the City Manager, shall review annually the fees and service charges listed in Appendix A- Schedule of Fees and Service Charges, and provide an adjusted fee or charge schedule to the City Council for its consideration so as to recover the listed percentage of full costs necessary to provide the listed regulation, product or service as modified by the notes following the list of services. These fees, unless otherwise specified, are for City of Dublin services and are in addition to any charges made by any other governmental agencies.

(b) The services as listed in this Section shall be as defined in the document entitled "Cost Study for the City of Dublin, Ohio" as produced by the City of Dublin.

(c) All fees and charges set pursuant to this Chapter and Section shall take effect as specified in this Ordinance.

(d) The City Manager may vary the review schedule listed in the Section if, in the judgment of the City Manager and a directly affected and requesting department head, a gross inequity would be perpetrated by not revising a fee or charge prior to the next rate review. Any such special rate review shall be reported to the City Council at its next succeeding meeting where the City Council may revise the fee or charge by Ordinance.

(e) If fees are not collected at the time that the service is provided, the City has the right to pursue collection of any of the fees listed in this Ordinance, including certification to the County Auditor, remittance to a collection service, or any other appropriate pursuit for payment. When additional fees need to be levied and collected for City-provided services in the amount of \$10 or less, or when a refund is due in the amount of \$10 or less, a refund or additional charge need not be made.

RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30043

Ordinance No. 94-13

Passed Page 3 of 3, 20

(f) Should it become necessary to establish a new service fee or charge during the year, the City Manager may set the fee administratively. Any such fees set by the City Manager shall be reported to the City Council at its next succeeding meeting where the City Council may revise the fee or charge by Ordinance. The new service will then be included and analyzed in the next rate review.

Section 35.84 Fee Appeals and Waivers

Irrespective of the percentage of recovery and the "notes" in Section 35.83 - Appendix A, the City Council reserves the right to waive any fee in order to encourage development projects that enhance the City's tax base as outlined in the City's Economic Development Strategy. The City Manager may recommend further waivers or fee adjustments, based on hardship, to be accepted or rejected by City Council at its next regularly scheduled meeting.

Section 2. SEVERABILITY

If any portion of this Chapter is found to be unconstitutional or invalid, the City Council hereby declares that it would have enacted the remainder of this Chapter regardless of the absence of any such invalid part.

Section 3. REPEALER

All Ordinances, the Codified Ordinances of Dublin, Resolutions, City Council Motions, and all actions of all City Boards and Commissions in conflict here within are hereby repealed. The fees and charges established by this Chapter shall supersede all previously established fees or charges for the same regulation, product or service, and all such previous fees and charges are hereby repealed on the effective date of the Order of the City Manager.

Section 4. EFFECTIVE DATE

This ordinance is declared to be an emergency necessary for the immediate preservation of the public peace, health, safety or welfare and for the further reason that the fee changes, except as noted otherwise, must be in effect on January 1, 2014. Therefore, this ordinance shall be in effect on January 1, 2014.

Passed this 9th day of December, 2013

Timothy A. Leblach
Mayor - Presiding Officer

ATTEST:

Anne C. Clark
Clerk of Council



To: Members of the Dublin City Council
From: Marsha I. Grigsby, City Manager 
Date: December 5, 2013
Initiated By: Angel L. Mumma, Director of Finance
Bryan Thurman, Deputy Finance Director
Melody Kennedy, Financial Analyst

Re: Ordinance No. 94-13 – An Ordinance Amending Chapter 35 of the Codified Ordinances to Revise the Fee and Service Charge Revenue/Cost Comparison System and Establishing a Schedule of Fees and Service Charges for City of Dublin Services and Declaring an Emergency

Background

Attached is Ordinance No. 94-13, which revises the Schedule of Fees and Service Charges for the City of Dublin. This Ordinance with its proposed fee schedule is the annual update to Chapter 35 of the City's Codified Ordinances, which revises the current "City's Schedule of Fees and Service Charges for City of Dublin Services." Proposed changes for 2014 are highlighted in yellow in Appendix A. Each City work unit had the opportunity to review the proposed fee modifications in the Ordinance and provide their input.

The goal of the annual review of service fees is to provide information regarding the actual cost to provide the City's services. With that information, City Council may choose to increase, reduce or modify the proposed fees in consideration of the established target cost recoveries. As you will recall, in a memo to City Council dated January 24, 2013, a plan was established and approved to forgo the comprehensive annual Cost of Services Study (the "Cost Study") review and instead apply the US Midwest CPI-U of 1.8% to the per-unit cost to determine fees for 2014.

Subsequent to the first reading of Ordinance 94-13 on November 18th, several questions were asked by City Council members. They are addressed below:

Parks & Open Space - Cemetery

Regarding the \$150 columbarium niche engraving fee (PK-04A), are there policies or rules with respect to the messaging and size of message?

The City will dictate the engraving fonts for standardization purposes and limit the engravings to name(s), birth date, death date and a simple palate of religious and masonic symbols. Space is limited on the niche plate, as the dimensions are 12" by 12".

A preliminary drawing of the columbarium is attached for reference.

Are there rules or restrictions regarding what can be engraved on a headstone (monuments) in the City's cemetery?

There are no policies that detail restrictions regarding headstone engravings; however, there are restrictions as to the size and materials for the monuments.

Monuments may be of stone or durable metal. All monuments must be at least eight inches above the ground, and may not have a height of more than twelve feet. Individual monuments must be no more than three feet six inches in length. For double monuments, the maximum length is six feet. For each additional contiguous grave being marked, an additional two feet in length may be added.

For additional details about the City's cemeteries, see the Cemetery Guide located at <http://dublinohiousa.gov/parks-open-space/cemetery-guide>.

Cost of Services Study in 2014

This year's Cost of Services Study ("Cost Study") was completed by applying the CPI to the per unit costs and rounding to the nearest \$10 to determine fees as recommended in Ordinance 94-13. New services and special issues were brought forward as well.

The methodology of using the CPI for this year's review was undertaken with the idea that, most likely, the full review would be completed the following year (2014). This would ensure the City's fees are comprehensively reviewed every other year.

We recognize that changes in the economy are unpredictable, and City initiatives may change from year-to-year which would cause this approach to be re-evaluated. However, for 2014, we are recommending the full Cost Study review be undertaken.

Recommendation

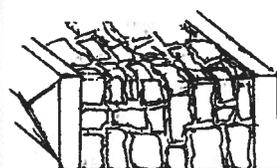
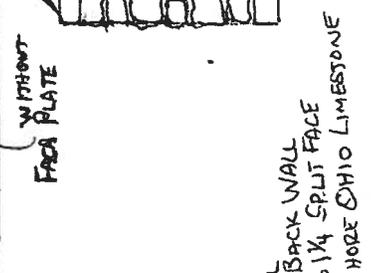
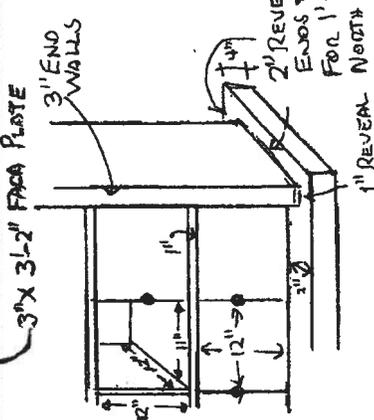
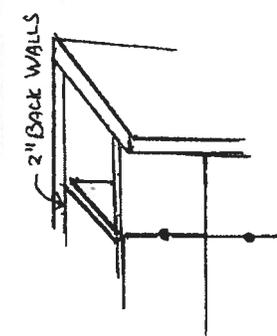
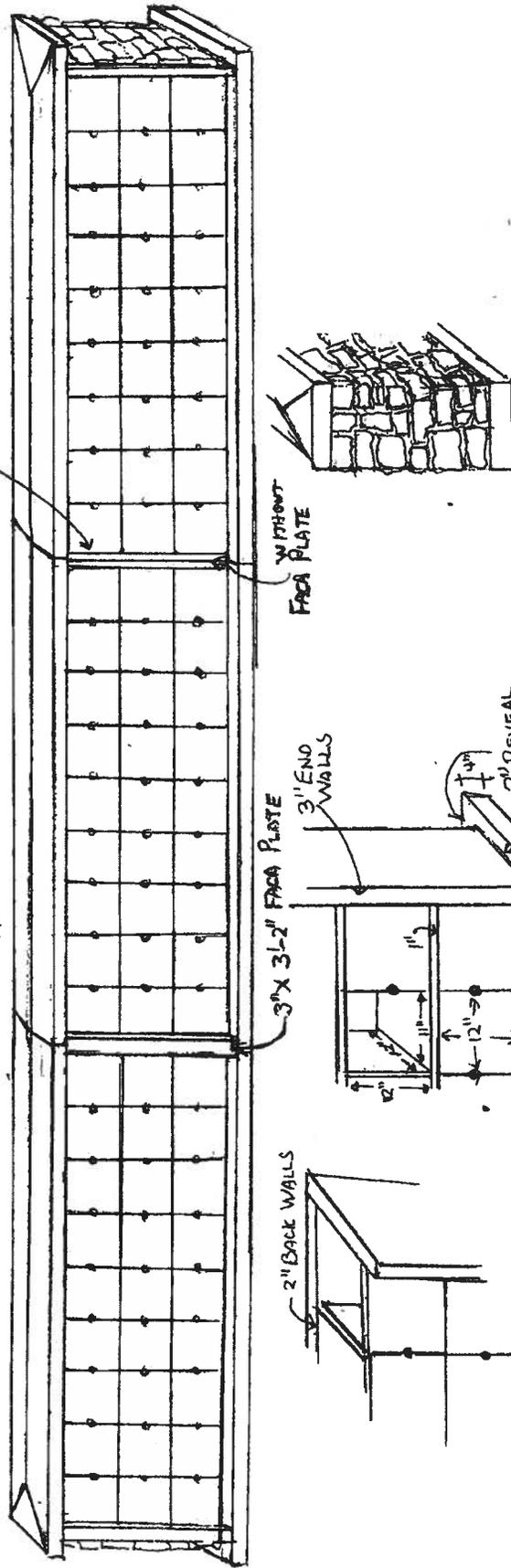
Staff recommends approval of Ordinance No. 94-13 at the second reading/public hearing on December 9, 2013. Fees will become effective on January 1, 2014.

Columbarium Plan

- END WALLS 3" THICK
- INSIDE END WALLS ARE 1 3/8" THICK
- CAP STONES 6" THICK WITH 2" DROP WASH
- BASE STONES 4" THICK
- FACE PLATES TO COVER JOINTS IN FRONT
- TWO ENDS AND SIDES WE WILL COVER WITH SPLIT FACE LIMESTONE
- SHUTTERS 12" X 0.4 X 12"
- ROSSETTE FASTENERS

NOTE: INSIDE END WALL 1 3/8" THICK BUTTED TOGETHER

CAP STONES 6" THICK WITH 2" DROP WASH RIDGE TOP



2" REVEAL ENDS & BACK WALL FOR 1' to 1 1/4 SPLIT FACE NORTH SHORE OHIO LIMESTONE

WITHOUT FACE PLATE

3" X 3-2" FACE PLATE

2" BACK WALLS

3" END WALLS

12"

11"

2"

1"



City of Dublin

Office of the City Manager
5200 Emerald Parkway • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of the Dublin City Council
From: Marsha I. Grigsby, City Manager *ML*
Date: November 14, 2013
Initiated By: Angel L. Mumma, Deputy City Manager/Director of Finance & Administration
Bryan Thurman, Deputy Finance Director
Melody Kennedy, Financial Analyst
Re: Ordinance No. 94-13 – An Ordinance Amending Chapter 35 of the Codified Ordinances to Revise the Fee and Service Charge Revenue/ Cost Comparison System and Establishing a Schedule of Fees and Service Charges for City of Dublin Services and Declaring an Emergency

Background

Attached is Ordinance No. 94-13, which revises the Schedule of Fees and Service Charges for the City of Dublin. This Ordinance, with its proposed fee schedule, is the annual update to Chapter 35 of the City's Codified Ordinances, which revises the current "City's Schedule of Fees and Service Charges for City of Dublin Services." Proposed changes for 2014 are highlighted in yellow in Appendix A. Each City Work Unit had the opportunity to review the proposed fee modifications in the Ordinance and to provide their input.

The goal of the annual review of service fees is to provide information regarding the actual cost to provide the City's services. With that information, City Council may choose to increase, reduce or modify the proposed fees in consideration of the established target cost recoveries. As you will recall, in a memo to City Council dated January 24, 2013 (attached), a plan was established and approved to forgo the comprehensive annual Cost of Services Study (the "Cost Study") review and instead apply the US Midwest CPI-U of 1.8% to the per-unit cost to determine fees for 2014.

Although there are incremental changes in various fees throughout the Ordinance, the following sections provide additional information regarding the most notable charges in this year's review.

COMMUNITY DEVELOPMENT SERVICES

Building Standards

A fee for commercial range hood permits (BL-35) has been added to the fee ordinance. Previously, this service was included with HVAC permits. This resulted in issues with tracking the permits in relation to the fire protection permits, which are required with this type of installation. The permit fee is established at \$95, which is the same as a gas line permit.

Additionally, the permanent sign plan and review service (previously PL-19) has been moved from Planning to Buildings Standards and is now identified as BL-36 on the fee schedule. All permanent sign plans will now be processed as building permits. All temporary sign permits (i.e. sandwich boards, temporary development, seasonal business, grand opening, temporary identification signs, etc.) will remain the primary responsibility of Planning.

Land Use & Long Range Planning

During the August 12th City Council meeting, the issue of the fee for sandwich boards was brought forward. Fees were deferred for sandwich boards until January 1, 2014. Planning has been working with the businesses in the Historic District to manage the number and location of sandwich boards to keep sidewalks clear and safe. Upon review, the \$80 fee currently established is proposed to be initiated on January 1, 2014 (see PL-20). As directed by City Council, this fee will apply only to those businesses/uses that did not have a sandwich board in place prior to January 1, 2014. Planning will continue to request applications (without fees) for those businesses that currently have these signs, or will have them prior to January 1.

Parks & Open Space - Cemetery

The 2014 Operating Budget includes an allocation for construction of a columbarium in the City's main cemetery. The columbarium is planned with 81 niches. Each niche can hold up to two (2) cremations. The fee schedule includes three new fees to cover the costs associated with inurnment (the act of placing the cremains into the niche) to the future columbarium, based on actual cost recovery. The Cemetery staff also completed research on how other cemeteries price columbarium niches to ensure the fees proposed in the 2014 fee schedule are reasonable. A customer wanting to acquire a niche will pay a niche fee (PK-02A) of \$1,700 for residents and \$2,400 for non-residents, an inurnment fee (PK-03A) which is \$100 during weekly business hours and \$150 for after hours and weekends, and a niche engraving fee (PK-04A) of \$150 (each cremains).

Cemetery staff advised that if the columbarium is a desirable option for patrons, there is space in the main cemetery for a second structure in the future.

PUBLIC SAFETY SERVICES

Police Services

In April 2013, City Council approved Resolution 20-13, authorizing the City Manager to enter into contract(s) with neighboring law enforcement agencies for the use of the Dublin Police firearms range. In the spirit of shared services, the City of Dublin made the facility available at a reasonable cost. A fee of \$50 was approved for rental of the facility as well as compensating the City for services provided by the Dublin Police Range Officers. This fee has been incorporated into the City's fee schedule and will be re-evaluated in the next annual review (see PO-12).

Police Cruiser Usage

Currently, the City's cruiser usage fee is \$8 (CR-05). Usage fees are charged when a cruiser is used by an officer during special duty. The number of bookings per year varies, but for reference, during 2012 there were thirteen bookings totaling \$535 in fees. After completing a market survey for cruiser usage fees, staff determined that a comprehensive look at the City's cruiser usage fee was necessary. The City's Fleet Manager reviewed the expenditures and depreciation of the City's Police cruisers and computed the cost of operation to be approximately \$15/hr with the engine running. Cruiser fees for neighboring communities were:

Upper Arlington	\$13/hr
Worthington	\$10/hr
Westerville	\$25/hr
Hilliard	\$15/hr
Franklin Co. Sheriff	\$14/hr

Columbus	\$15/hr
FEMA (reimbursement rate)	\$16.25/hr

Based on review, staff is recommending an increase in the cruiser usage fee to \$15/hr.

LEISURE AND CULTURAL SERVICES

Dublin Community Recreation Center (DCRC)

Military Discount for DCRC Annual Pass (RC-19)

Staff has had a request to provide a discount to military personnel and veterans for annual passes to the DCRC. A recommendation is being brought forward to provide a 10% discount on annual passes for single membership, which is "typical" to discounts offered by other neighboring communities, based on staff's research.

Community Hall Rental (RC-22)

The City's 2013 Operating Budget provided funding for an upgrade to the audio/visual equipment in the City's Community Hall. The equipment installation was completed in August. Based on the cost of the equipment and the average number of rental hours, staff is recommending that a \$5 per hour increase be added to the rental fees for the Community Hall. According to Recreation staff, at least 95% of the rentals use the AV equipment. The most popular use is for rental parties to plug an ipod into the sound system to play their own music selection. Therefore, staff believes it is appropriate to recommend an across-the-board rental fee increase as the vast majority of rentals are using the new system.

Senior Program Dues (RC-16)

Currently, the senior citizen program participation fee is \$15/yr for residents and \$20/yr for non-residents. There has been an informal practice of waiving the membership fees for those participants 90 years of age and over. Staff recommends including this waiver in the fee ordinance.

Recommendation

Staff recommends approval of Ordinance No. 94-13 by emergency at the second reading/public hearing on December 9, 2013 in order that the revised fee schedule will be effective on January 1, 2014.



Office of the City Manager
5200 Emerald Parkway • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of the Dublin City Council
From: Marsha I. Grigsby, City Manager *MG*
Date: January 24, 2013
Initiated Angel L. Mumma, Deputy City Manager/Director of Finance
By: Bryan Thurman, Deputy Finance Director
Melody Kennedy, Financial Analyst
Re: 2013 Cost Study Review

Summary

During City Council's 2013 Operating Budget workshops held last November, there was discussion about whether the Cost Study should continue to be completed on an annual basis. As you know, the Cost Study updates the "City's Schedule of Fees and Service Charges for City of Dublin Services" (the Fee Ordinance), which is Chapter 35 of the City's Codified Ordinances. In the first few years of completing the Cost Study, a significant amount of time was dedicated to defining the service centers to be studied, reviewing the assumptions, and developing the language in the Ordinance. City Council established the percentage of cost recovery desired from the various City-provided services and determined which services would be subsidized, and to what level. Over time, a history of service delivery and related cost have been established.

Over the past few years, the annual adjustments in fees have become more predictable for several reasons. The working format has been established and tends to reflect the standard increase in the City's cost of labor and operations, and units of service have remained at a consistent level. As the City has made a concerted effort to maintain its current staffing levels and keep operating costs as stable as possible, fees have not fluctuated as much as they have in past years. In addition to the annual update of information, the recent focus when completing the Cost Study has shifted to reviewing fees for new services and researching other special issues brought forward by the work units.

Taking these factors into consideration, staff would like to again evaluate using the Consumer Price Index (CPI) for potential changes or adjustments to the City's Fee Schedule for fees effective on January 1, 2014. The City took this approach once before in 2008 for the fees effective for the 2009 calendar year. As was done for the 2009 review, any new services or changes to existing services will be included in the fee schedule through the required legislative process.

The CPI-U US Midwest Region Average as reported by the US Department of Labor will be utilized to recommend modifications/adjustments in the City's fee schedule. The CPI is an economic indicator that measures changes over time in the prices paid by urban consumers for a market basket of consumer goods and services. The indicator is updated each month. At the end of November 2012, the CPI Midwest Region was reported as a 1.8 percent change from the end of November 2011. Staff will utilize the unit costs from last year's Cost Study and the CPI

to estimate updated per unit costs and will then follow the past practice of rounding fees to the nearest \$10. As in the past, this will result in some fees remaining unchanged.

The 2013 Operating Budget includes a \$7,500 allocation for the consultant from Revenue & Cost Specialists, LLC who assists with the City's annual review. The consultant will be retained to assist with any issues or questions that arise during the year; however, it is anticipated the cost of the assistance needed during the year will be significantly reduced.

Recommendation

For calendar year 2014, staff recommends foregoing the comprehensive annual Cost Study Review and instead applying the US Midwest CPI-U of 1.8% to the per-unit costs to determine fees for the year.

Any new services or special issues will continue to be analyzed and brought forward with the fee ordinance (using the modified approach) for City Council review and approval in the 4th quarter of 2013.

Recognizing that changes in the economy are unpredictable and City initiatives may change each year, staff further recommends reviewing annually the appropriate approach for the Cost Study Review. Recommendations may include undertaking the full review, applying a CPI factor, or some other method as deemed appropriate.

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Finance and Administrative Services			
AD-01	Returned Check (NSF) Processing	100%	(Note 19) \$15
AD-02	Document Printing & Copying	(Note 4) 100%	\$.05/pg-single-sided black & white copy \$.10/pg double-sided black & white copy \$.10/pg single-sided color copy \$1.50 -City map/blue print \$20 - Code Books and Bid Documents (or at actual cost if higher) \$3-audio/video tape \$1-CD (plus the actual cost of postage, if mailed.)
AD-03	Special Telecommunications Right-of-Way Permit	100%	\$620
AD-04	General Telecommunications Right-of-Way Permit	100%	\$730
Community Development Services			
Building Standards Services			
BL-01	Building Permit Application – Residential Plan Review	100%	\$220 plus \$60 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.
BL-02	Building Permit Application – Commercial Plan Review	100%	\$210 first 1,000 sq. ft. plus \$140 each additional 1,000 sq. ft. or fraction thereof (plus costs of outside plan review, if necessary, above cost of normal plan review service.)
BL-03	Minor Building Plan Revision – Commercial	100%	\$310
BL-04	Major Building Plan Revision – Commercial	100%	\$970 (plus cost of outside review when necessary.)
BL-05	Building Inspection – Residential	100%	See Appendix A-1.
BL-06	Building Inspection – Commercial	100%	See Appendix A-1.
BL-07	Plumbing Plan Review & Inspection	(Note 5)	Residential - \$60 application and first fixture, plus \$15 each additional fixture. Commercial - \$75 application and first fixture, plus \$20 each additional fixture.
BL-08	Electrical Plan Review	100%	\$130/hr (plus cost of outside review when necessary.)
BL-09	Electrical Inspection/Permit - Residential	100%	See Appendix A-1.
BL-10	Electrical Inspection/Permit - Commercial	100%	See Appendix A-1.
BL-11	HVAC Inspection/Permit - Residential	100%	See Appendix A-1.
BL-12	HVAC Inspection/Permit - Commercial	100%	See Appendix A-1.
BL-13	Fire Protection System Review	100%	(Note 14) \$165 Revisions to plan - \$50
BL-14	Building Plan Revision – Residential	100%	\$20 Administrative Fee plus fee based on levels of review: \$50-Bldg. Division; \$50-Planning Division; \$50-Engineering Division.

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Building Standards Services (continued)			
BL-15	Home Improvements	(Note 2)	0 – 1,000 sq. ft. = \$50 1,001 – 1,500 sq. ft. = \$100 1,501 sq. ft. and up = refer to standard residential review and inspection fees.
BL-16	Temporary Structure	100%	\$70
BL-17	Gas Line Permit	100%	\$95
BL-18	Building Preliminary Plan Review	0%	\$0
BL-19	Alternative Building Materials Review	50%	\$670
BL-20	Building Demolition Plan Review & Inspection	100%	\$180
BL-21	Bldg Relocation Plan Review/Inspection – In City	(Note 23) 100%	\$620 plus costs.
BL-22	Bldg Relocation Plan Review/Inspection – Enter City	(Note 23) 100%	\$620 plus costs.
BL-23	Bldg Relocation Plan Review/Inspection – Leave City	(Note 23) 100%	\$510
BL-24	Change of Use Permit	100%	\$265
BL-25	Conditional Occupancy Inspection	100%	\$365 /six month period for residential or commercial premises.
BL-26	Building Permit Extension	100%	\$20
BL-27	Building Permit Reactivation	100%	50% of original permit fee (excluding water and sewer capacity charges.)
BL-28	Special Building Inspection	100%	(Note 14) \$130 minimum for 1 hr. inspection; plus \$90 if written report is requested.
BL-29	Building Re-inspection Service	100%	\$135
BL-30	Contractor Registration	100%	\$65/year
BL-31	Building Construction Appeal	(Note 2)	\$200 (non-refundable)
BL-32	Building Standards Appeal	(Note 21)	(Note 21) \$0
BL-33	Replacement Building Plans	100%	\$45 administrative fee, plus actual cost of reproducing plans.
BL-34	Replacement Building Cards	100%	\$45
BL-35	Range Hood Permit	100%	\$95
BL-36 (previously PL-19)	Sign Plan Review & Inspection – Permanent: Recognized Dublin HOA's Others	(Note 34) 0% 100%	 \$0 \$390

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Leisure and Cultural Services			
Community Relations Services			
CR-05	Special Events & Performance Coordination	(Note 9 & 13) 100%	(Note 13b and Appendix A-1 for Waivers) \$125 Application Fee for Community Events <u>Hourly Fee Per Employee:</u> Parks - \$100/hr Custodian Service - \$100/hr Bldg. Inspect. (Note 22) Police Service - \$140 /hr Cruiser Usage - \$15/hr (engine running) Streets & Utilities- \$100/hr (plus costs of signage) Recreation. (seasonal) - \$20/hr
Public Safety Services			
Court Services			
CT-01	Court Service	(Note 6)	\$20
CT-02	Fine Processing	100%	\$18
CT-02A	Computer Fund Fee	(Note 36)	\$3
CT-03	Records Sealing Service	(Note 3)	\$20 (plus State fee).
CT-04	Summons Issuance	100%	\$30
CT-05	Warrant Processing	100%	\$100
CT-06	PNC Monitoring	0%	\$0
CT-07	Presentence Investigation	0%	\$0
CT-08	Probation Monitoring	0%	\$0
CT-09	Continuance Processing	(Note 6) 100%	\$0-1 st continuance \$10 – additional continuance
CT-10	Witness/Subpoena Processing	(Note 6 & 7) 100%	\$30
CT-11	Adult Diversion	(Note 2)	\$200
CT-12	License Forfeiture	100%	\$20 (plus BMV fee).
CT-13	Interstate Compact	100%	\$20
CT-14	Warrant Blocks	100%	\$20
CT-15	Adult Traffic Diversion	(Note 39) 100%	\$80 Court Cost plus fee for on-line driving course
Community Development Services			
Engineering Services			
EN-01	Right-of-Way Plan Review & Inspection	(Note 15) (Note 2) 100%	Residence - \$50 Other - \$400
EN-02	ROW Encroachment Plan Review & Inspection	100%	\$1,200
EN-03	Public Improvement Plan Review	100%	2% of estimated costs of improvements.
EN-04	Public Improvement Inspection	100%	7% of estimated costs of improvements.

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Engineering Services (continued)			
EN-05	Easement Encroachment Review	50%	\$350 (includes recording fees)
EN-06	Review of Utility Company Easements on City Property	100%	\$575 (plus a sq. ft. fee based on the approved per acre fee for raw parkland if equipment or pad is above ground on City property or rights-of-way.)
EN-07	Private Street Dedication Review	100%	\$2,430 plus costs.
EN-08	Street Vacation Review	100%	\$1,450 plus costs.
EN-09	Street Re-Naming (non-staff initiated)	100%	\$670 (plus costs of signs and labor if necessary)
EN-10	Private Waste Disposal Review	100%	(Note 16) \$530 res (Note 16) \$920 non-res
EN-11	Sanitary Sewer Inspection	100%	\$140
EN-12	Flood Plain Inquiry Response: Written Request Others	(Note 1) 50% 0%	(Note 1) \$110 \$0
EN-13	Flood Plain Development Review	(Note 14) 100%	\$770 - other \$350 – residents
EN-14	Engineering Re-inspection Service	100%	\$100
EN-15	Damaged Light Pole Repair	100%	(Note 17) \$75/hr
EN-16	Street/Traffic Sign Service	(Note 13a) 100%	\$75/hr plus costs (Plus \$75/hr for installation if needed.)
EN-17	Well Drilling Permit	10%	\$325
Community Development Services			
Park Services			
PK-01	Cemetery Maintenance	100%	\$660– resident \$1,850– non-res.
PK-02	Cemetery Lot Sale	100%	\$160
PK-02A	Columbarium Niche	(Note 40) 100%	\$1,700 – resident \$2,400 –non-resident (see note 40)
PK-03	Interment Service	100%	\$390 – weekday \$580 – after hrs and weekends
PK-03A	Inument Service	100%	\$100 – weekdays \$150 – after hrs and weekends
PK-04	Monument Foundation Service	100%	\$1.80 /per sq. inch
PK-04A	Niche Engraving	100%	\$150/each occurrence
PK-05	Veterans Marker Service	0%	\$0
PK-06	Business District Maintenance	0%	\$0

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Community Development Services			
Land Use & Long Range Planning Services			
PL-01	PUD/Concept Plan Review	50%	\$2,170
PL-02	PUD/Preliminary Plan Review	50%	(per application) Minor - \$2,040 Major - \$4,230
PL-03	PUD/Final Development Plan Review	50%	\$2,940 for 20 acres or less, plus \$68 for each additional 5 acres or portion thereof over 20 acres.
PL-04	Amended Final Development Plan (previously PUD/Minor Revision): Recognized Dublin HOA's Others	(Note 34) 0% 50%	\$0 (per application) Minor - \$1,100 Major - \$1,850 Signage - \$745
PL-05	Pre-application Site Plan Review: Residential Commercial (including COIC/EAZ/West Innovation District)	0% 0%	\$0 \$0
PL-06	Rezoning Application Review	100%	\$2,200 SFD on 5 acres or less. \$4,410 other rezoning.
PL-08	Conditional Use Application Review	(Note 25) 50%	(per application) Minor - \$1,040 Major - \$1,850
PL-09	Parking Lot Alteration/Expansion	100%	\$940 /lot or facility
PL-10	Informal Plan Review	(Note 2)	\$500
PL-11	Preliminary Plat Review	100%	\$665 for first two lots, plus \$45 /lot over two lots up to 100 lots. (No increase over 100 lots.) \$3,520 commercial/Industrial/other.
PL-12	Final Plat Review	100%	\$705 for first two lots, plus \$68 /lot over two lots up to 100 lots. (No increase over 100 lots.) \$1,830 for first two RDUs plus \$68 /unit over two RDUs up to 50 RDUs (No increase over 50 RDU's). \$3,260 commercial/industrial/other.

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Land Use & Long Range Planning (continued)			
PL-13	Lot Split/Minor Subdivision Review	100%	\$490 – residential. \$670- commercial/industrial/other.
PL-14	Lot Line Adjustment Review	100%	\$490 – residential. \$670 – commercial/industrial/other.
PL-15	Variance Application Review: Properties Located in Architectural Review District Existing Single Family Development (SFD) Others	(Note 25) 0% (Note 2) 100%	\$0 \$100 \$2,030
PL-16	Time Extension Review	100%	\$1,260
PL-17	Certificate of Zoning Compliance Review: Residence Commercial & Other	50% 100%	\$60 \$135
PL-18	Certificate of Appropriateness	0%	\$0
PL-19 (Moved to BL-36)	Sign Plan Review & Inspection		Moved to BL-36
PL-20	Sign Plan Review & Inspection - Temporary	100%	\$80
PL-21	Sign Plan Review & Inspection - R-O-W	0%	\$0
PL-22	Annual Permanent Sign Inspection	0%	\$0
PL-23	Temporary Use Review	100%	\$75
PL-24	Seasonal Business Review	100%	\$140-initial appl. \$90-renewal fee. (Plus \$500 refundable bond)
PL-24A	Outdoor Seasonal Plant Display/Sales	100%	\$90
PL-25	Amusement Device Operation Review	(Note 2)	\$1,000/yr.-Facility license, plus \$80 initial filing fee.
PL-26	Sexually Oriented Business License	100%	\$340
PL-27	R-O-W Solicitation Permit	0%	\$0
PL-28	Peddlers/Solicitation Permit	100%	\$90/license
PL-29	Special Permit Review: For uses permitted in residential zones Others	25% 100%	\$400 \$1,630
PL-30	Home Occupation Permit	100%	\$90-initial two years \$40-each two years after
PL-31	Wireless Facility Administration Review	(Note 35) 100%	New Tower - \$2,115 Alternative Structure - \$2,115 Co-location - \$1,835 Temporary Facility - \$870

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Land Use & Long Range Planning (continued)			
PL-32	Tree Removal Permit	(Note 31) 0%	\$0
PL-33	Block Party Permit	(Note 6)	\$0-standard permit with use of barricades; \$0-first use of block party package to recognized Dublin Civic Associations each calendar year and \$50 each use thereafter.
PL-34	Garage Sale Permit	(Note 2)	\$5/permit plus \$1/sign to a max of 3 signs per address.
	Neighborhood Garage Sale Permit (minimum of 10 participating addresses or more)	(Note 2)	\$3/permit plus \$1/sign to a max of 3 signs per address.
PL-35	Zoning Inquiry Response: Written Request	(Note 1) 100%	\$180
	Others		\$0
PL-36	BZA Appeal Processing/Non-Conforming Use Determination:	(Note 2) (Note 2)	\$100
	SFD and Historical Dublin Area		\$1,390
	Others		
PL-38	City Council Appeal Processing:	(Note 2) (Note 2)	\$100
	SFD		\$500
	Others		
PL-39	Planning Pre-Submittal Meeting	0%	\$0
PL-40	Planning Re-inspection Fee	100%	\$100
PL-41	Code Enforcement Inspection	0%	\$0
PL-43	Weed Abatement Service	(Note 6)	\$350 plus contracted cost of mowing for first mowing of the season.
			\$235 plus contracted cost of mowing for each subsequent mow of the season after the first.
PL-45	Annexation Petition Processing	100%	\$3,750
PL-46	EAZ/West Innovation District Development Plan Application Fee	50%	\$2,480
PL-47	EAZ/West Innovation District Administrative Departure Fee	0%	\$0
PL-48	EAZ/West Innovation District Site Plan Approval Fee	100%	\$2,675
PL-49	Bridge Street District – Basic Plan Review	25%	\$1,090
PL-50	Bridge Street District – Development Plan Review	50%	\$2,620
PL-51	Bridge Street District – Site Plan Review	50%	\$2,760
PL-52	Bridge Street District – Minor Project Review	50%	\$0- Historic District
			\$100- Residential accessory uses/structures
			\$1,025- Small \$1,730- Large
PL-53	Bridge Street District – Architectural Review Board (ARB) Review	50%	\$1,000 - Basic Plan
			\$2,620 - Development Plan
			\$2,760 - Site Plan
PL-54	Bridge Street District – Waiver Review	50%	\$1,880
PL-55	Bridge Street District – Open Space Fee in Lieu of Determination	(Note 2)	\$0- If included in Basic Plan Review
			\$0- If open space requirement is less than 300 sq. ft. \$500- Others
PL-56	Bridge Street District – Master Sign Plan Review	25%	\$810
PL-57	Bridge Street District – Parking Plan Review	25%	\$740

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Public Safety Services			
Police Services			
PO-01	Police False Alarm Response	100%	\$0-1 st 2 in 6 mos. \$70 -third alarm \$70 -fourth alarm \$80-fifth alarm \$100-6 or more in 6 months.
PO-02	Impounded/Abandoned Vehicle Release: Crime Victim Others	0% 100%	Crime Victim - \$0 Others - \$115
PO-03	Records Check/Clearance Letter	100%	(Note 18) \$20
PO-04	Firearm Permit	100%	\$100
PO-05	Vacation House Watch	0%	\$0
PO-06	Non-Emergency Lock-Out Assistance	0%	\$0
PO-08	Police Report Reproduction	(Note 4)	\$.05 single-sided black & white \$.10 double-sided black & white \$.10 single-sided color copy
PO-09	Police Photo Reproduction	(Note 4)	\$1/print or CD plus postage.
PO-10	Video/Audio Tape Reproduction	(Note 4)	\$3 (tapes supplied).
PO-11	Other Agency Dispatch Service	(Note 5)	(Note 5)
PO-12	Facility Rental – Firing Range (open only to other Law Enforcement Agencies)	(Note 2)	\$50 plus staff time for Range Officer(s)
Public Works Services			
Utility and Enterprise Services			
PW-01	Water Service	100%	(Note 29)
PW-02	Sanitary Sewer Service	100%	(Note 30)
PW-03	Storm Sewer Services	0%	(Note 11) \$0
PW-04	Refuse Collection Service – Residential	0%	\$0
PW-05	Recycling Collection Service	0%	(Note 33) \$0
PW-06	Street Sweeping	0%	\$0
PW-07	Spilled Load Clean-up	(Note 13a) 100%	\$110/hr plus costs
PW-08	Damaged Property Repair	(Note 13a) 100%	\$110 /hr plus costs
PW-09	Fire Hydrant Permit (public or private)	100%	\$105 (fee to be doubled if City required to pump the hydrant) plus, \$350 refundable deposit for hydrant backflow prevention device and hydrant wrench.
PW-10	Fuel Surcharge (Administrative Fee)	(Note 38) 100%	\$.09 per gallon - unleaded or diesel \$.51 per gasoline gallon equivalents (GGE) - compressed natural gas.
PW-11	Salt Surcharge	100%	\$1.45/ton

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Leisure and Cultural Services (continued)			
Leisure and Cultural Services			
RC-01	Youth & Adult Sports Program	(Note 8)	(Note 8 & 26)
RC-02	Adult Recreation Classes	(Note 8)	(Note 8 & 26)
RC-03	Teen Recreation Classes / Camps	(Note 8)	(Note 8 & 26)
RC-04	Preschool & Youth Recreation Classes	(Note 8)	(Note 8 & 26)
RC-06	Preschool Camps & Youth Camps	(Note 8)	(Note 8)
RC-08	Special Needs Programs	(Note 8)	(Note 8)
RC-09	Fitness/Wellness Classes	(Note 8)	(Note 26)
RC-10	Theater Classes & Camps	(Note 8)	(Note 8)
RC-11	Pool Recreation Classes	(Note 8)	(Note 26)
RC-12	Recreational Swimming – Outdoor Pool	(Note 6)	See Appendix A-1
RC-13	Swimming Lessons	(Note 8)	(Note 8 & 26)
RC-14	Swim Team	(Note 8)	(Note 8)
RC-15	Concession Services	(Note 27)	(Note 27)
RC-16	Senior Citizen Recreational Programs	(Note 8)	(Note 2 & Note 37)
RC-17	Park Reservation Service	(Note 2 & 28)	<p><i>Park Shelter & Scioto Amphitheater</i> \$5/hr – Resident \$12.50/hr – Non-Resident</p> <p><i>Coffman Park Amphitheater</i> \$10/hr – Resident \$20/hr – Non-Resident</p> <p><i>Coffman Park Pavilion & Amberleigh Park Pavilion</i> \$12.50/hr (\$100/day) – Resident \$25/hr (\$200/day) – Non-Resident Resident (plus \$100 refundable deposit for all rentals.)</p>
RC-18	Athletic Field Usage/Rental (baseball, softball, and regulation soccer fields)	(Note 32) 100%	<p>Athletic Field Use Fees – Non-recreational (competitive) Youth Soccer - Non-Resident:</p> <p>For non-resident participant \$30 per Spring or Fall session or \$60 per year \$50/day per field for non-profit groups; \$100/day for-profit groups</p> <p><i>(un-groomed and unlit fields; subject to availability.)</i> Field use fees are waived for Dublin-based recreation sports league tournaments. Field use fees apply for all other sports tournaments.</p>
RC-19	DCRC – Passes	(Note 6)	See Appendix A-1.
RC-20	DCRC – Babysitting	(Note 8)	(Note 8)
RC-21	DCRC – Rental Rates	(Note 6 & 28)	See Appendix A-1.
RC-22	Indoor Reservation Service (Previously Community Hall Rental)	(Note 6)	See Appendix A-1.
RC-23	Theater Rental	(Note 6)	See Appendix A-1.

Ordinance 94-13**APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES****Notes:**

1. Fee not to apply to Dublin residents when request is for primary residential property.
2. A flat fee to be reviewed periodically by City Council.
3. The recovery is to be the maximum allowable under Ohio Law.
4. The recovery is to be the maximum allowable under the Public Records Act.
5. The percentage of recovery is dependent on the agreement negotiated between the parties.
6. Rather than a percentage of recovery, the City Council has specified a fee structure to be adopted.
7. There is to be no recovery of costs for Police Officers subpoenaed.
8. In general, the recreation program will attempt to recover, on an aggregate basis, 50% of direct costs and building maintenance costs, while recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will ensure that individual fees are reviewed annually, and any set unusually high/low are flagged.
9. For City Services provided aside from the Division of Events Administration.
10. No change, at this time, to the existing rate structure.
11. At the February 8, 1999 meeting of the Committee of the Whole to discuss storm drainage utilities. The consensus was not to implement storm drainage fees.
12. Fee to be negotiated as part of franchise agreements.
13.
 - a. Fee will be based on fully burdened hourly rate plus any out-of-pocket costs and other direct costs.
 - b. For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.
14. Plus costs of any additional outside review services.
15. Plus a \$5,000 refundable bond to cover costs of repairs should they be necessary. Residents are not required to post bond when not cutting into the street pavement.
16. Plus any fees charged by the County or State.
17. Fully-burdened hourly rates of Traffic Technician(s) and any Streets & Utilities Staff used to repair light poles, plus actual cost of parts for repairs.
18. Not chargeable to any and all governments or government agencies; Dublin residents; Dublin businesses.
19. Fee applies when check has been deposited twice, is still NSF, and the party must redeem the check in person for cash.
20. Per existing lease agreement.
21. The City does not have a certified Board of Building Appeals and therefore does not have the authority under the Ohio Revised Code to charge a fee.

Ordinance 94-13**APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES
Notes (continued)**

22. A flat fee for a temporary structure permit.
23. Changes have not been made in the past to the fee or the percentage of recovery based upon the low volume of service delivery.
24. No change to current fee structure due to limited historical financial information. Fees will continue to be monitored and evaluated.
25. Fees to be waived for those properties located within the Architectural Review District in Old Dublin, and for churches and places of worship in residential districts, and for Alternative Energy Applications.
26. A ten percent (10%) discount to apply for Community Recreation Center (DCRC) members on programs held inside the DCRC facility (not to apply to camps & aerobics classes).
27. Concession items will be charged at fees that attempt to recover direct cost of operations.
28. Rental fees for the gymnasium, classrooms, and park shelters are waived for youth organizations and schools, both public and private, serving the Dublin Community.
29. Fees as adopted in Ordinance 13-92 and 24-95 and as amended by Ordinance 07-05, and 94-07, and 64-09, 56-11, and 64-12.
30. Fees as adopted in Ordinance 14-92 and 25-95 and as amended by Ordinance 07-05, and 94-07, and 64-09, 56-11, and 64-12, and 95-13.
31. Tree Removal permit at no charge and tree replacement fee of \$100 per caliper inch.
32. Dublin Youth Athletics (DYA) and Dublin Soccer League (DSL) play on City of Dublin fields without charge as defined by the respective agreements. Fields will be scheduled for other user groups upon availability. Fields are scheduled to "rest" periodically which may affect availability. The need for infield maintenance during rental will be left to the discretion of City Management. Infield maintenance will be charged at the current special events fees for Ground & Maintenance workers, and must be performed by City workers with City equipment. Lights will be charged at a fee of \$6/hr. Lining of fields and goal rental are provided by DSL. DSL fees are above and beyond City rental fees.

Athletic Field Use Fees – Non-recreational (Competitive) Youth Soccer - Non-Resident
A field usage fee for all "non-Dublin community" youth soccer players participating in the various soccer club organizations that operate under the Dublin Soccer League field use "umbrella." Non-Dublin Community includes all residents outside of the City of Dublin corporate limits and the Dublin School District. These include (but not limited to) Club Ohio Football, Ohio Premier Eagles and Dublin United Soccer Club.
33. First set of recycling bins provided to owners of new homes. Replacement bins will be provided to new residents when needed. This is to be an informal policy, implemented in an effort to improve customer service and facilitate the City's recycling service.
34. For qualifying Homeowners Association projects located within the public realm of the subdivision.
35. Fees waived if wireless is located on a City facility and the space is leased from the City. Fees for outside review services plus the cost of the City's Telecommunication Consultant and any Legal fees will be charged to the applicant.
36. Per Ordinance 41-93, which authorizes the Establishment of a Mayor's Court Computer Fund as approved by the Auditor of State.

Ordinance 94-13**APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES
Notes (continued)**

37. Dublin community senior citizens membership is available for a fee of \$15 for residents and \$20 for non-residents 55 years or older and offers special privileges including eligibility to participate in all general and special senior activities, to serve on the advisory board and committees, and priority registration for certain programs. Fees for senior citizens membership will be waived for those participants age 90 years and over.
38. Resolution 35-11 approved the administrative fee for Compressed Natural Gas (CNG) based on "gasoline gallon equivalents" (GGE). This is amended effective July 1, 2013 to consist of \$.09/GGE for accounting, billing, etc., plus \$.51/GGE for the cost of compressing the fuel and preventative maintenance of the system.
39. The online driving course is through the National Safety Council. The City receives \$25 remittance per course registrant.

The \$80 Court cost is subject to change with increases in State and/or local court costs.
40. Up to two (2) cremains per niche, and the fee includes perpetual care.

Ordinance 94-13

**APPENDIX A -1
SCHEDULE OF FEES AND SERVICE CHARGES**

BL-05 BUILDING INSPECTION - RESIDENTIAL

Building inspection/permit.- \$195 for the first 1,000 sq. ft. or fraction thereof, plus \$52 for each additional 500 sq. ft. or fraction thereof. *(Note: After hours inspections are charged an additional \$120/hr with a three hour minimum.)*

<u>Description of Service</u>	<u>Fee</u>
Prefabricated fireplace, wood or coal-burning stove.	\$ 40
Shoring permit.	\$ 65
Certificate of occupancy.	\$ 40

BL-06 BUILDING INSPECTION – COMMERCIAL

New building and additions thereto including garages and accessory buildings and all other buildings - \$220 for the first 1,000 sq. ft. plus \$120 per 1,000 sq. ft. of area or fraction thereof. *(Note: After hours inspections are charged an additional \$120/hr with a three hour minimum.)*

<u>Description of Service</u>	<u>Fee</u>	
Alterations permit fees, industrial units, prefabricated assemblies and relocated building permit fees (also includes "walk-through" for interior alterations).	\$120	for the first 1,000 sq. ft. or fraction thereof, plus \$40 for each additional 1,000 sq. ft.
Rehabilitation permit fees: Rehabilitation of condemned building.	\$105	Standard fee plus \$80 for the first 1,000 sq. ft. or fraction thereof, plus \$26 for each additional 1,000 sq. ft.
Existing buildings.	\$80	for the first 1,000 sq. ft. or fraction thereof, plus \$26 for each additional 1,000 sq. ft.
Certificate of occupancy.	\$155	

BL-09 ELECTRICAL INSPECTION/PERMIT-RESIDENTIAL

<u>Description of Service</u>	<u>Fee</u>	
Temporary service	\$50	
New construction or alterations/additions	\$50	minimum fee plus, \$20 each additional 500 sq. ft. or fraction thereof over 1,000 sq. ft.
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	\$50	minimum fee, plus \$10 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.

BL-10 ELECTRICAL INSPECTION/PERMIT-COMMERCIAL

<u>Description of Service</u>	<u>Fee</u>	
Temporary service	\$60	(plus 3% State surcharge.)
New construction or alterations/additions	\$60	first 1,000 sq. ft. (minimum fee \$60) plus additional \$70 per 1,000 sq. ft. up to 50,000 sq. ft., plus \$40 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft., plus \$40 per 1,000 sq. ft. over 100,001 sq. ft. (plus 3% State surcharge.)
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	\$30	minimum fee, plus \$25 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. (plus 3% State surcharge.)

BL-11 HVAC INSPECTION/PERMIT-RESIDENTIAL

\$60 minimum fee for areas up to and including 1,000 sq. ft. plus \$30 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft.

BL-12 HVAC INSPECTION/PERMIT-COMMERCIAL

<u>Description of Service</u>	<u>Fee</u>	
New or Additions	\$70	minimum fee plus \$30 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.
Alterations	\$70	minimum fee plus \$20 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.

Ordinance 94-13

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-12 RECREATIONAL SWIMMING-OUTDOOR POOL (Dublin Municipal Pool Passes)

Section 1. Season pass holder categories shall be designated as:

- Residents of the City of Dublin (*residency pertains to where you live not where you work*).
- Non-residents of the City of Dublin.

Section 2. Fees for the categories shall be as follows:

	<u>Resident</u>	<u>Resident Discount Rate for Early Registration **</u>	<u>Non-Resident</u>
Individual	\$ 70	\$ 63	\$160
Family of 2	\$120	\$108	\$240
Family of 3	\$170	\$153	\$340
Family of 4	\$200	\$180	\$400
Family of 5	\$235	\$212	\$470
Senior (age 60 and over)	\$ 40	\$ 32	\$ 70

** - A 10% resident discount will be given for early registration between April 1 and May 1.

Section 3. Daily passes for City of Dublin Residents and their guests (accompanied by a Dublin Resident) will be available for the following fees:

	<u>Resident</u>	<u>Non-Resident Guests</u>
Adult (18 years and older):	\$6.00	\$8.00
Senior (60 years and over):	\$5.00	\$7.00
Child (3 years to 17 years):	\$5.00	\$7.00
Child (2 years and under):	no charge	no charge
After 6 p.m. (3 yrs and older)	\$4.00	\$6.00

Note: The number of Non-Resident guests (accompanying each Dublin Resident) admitted to the facility will be limited in accordance with the municipal pool's ratio policy.

Section 4. The number of Non-Resident season passes available for purchase will be limited to 500.

Ordinance 94-13

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-19 COMMUNITY RECREATION CENTER (DCRC) ANNUAL PASSES

The fees for annual pass holders to the Community Recreation Center (DCRC) shall be as follows:

	Individual	Family of Two	Family of Three	Family of Four	Family of Five or Larger
Annual Pass:					
Resident	\$200	\$345	\$455	\$520	\$555
School Dist. Resident	\$390	\$650	\$870	\$940	\$1,000
Non-Resident	\$580	\$1,020	\$1,355	\$1,530	\$1,655
Dublin Based Employees					
	\$240				
Military/Veterans: (w/valid identification)					
Resident	\$180				
SD Resident	\$350				
Non-Resident	\$520				
Senior:					
Resident	\$100				
SD Resident	\$150				
Non-Resident	\$195				
Note: For annual pass holders who wish to have a monthly automatic deduction from a savings or checking account, there is a \$1per month service fee.					
6 Month Pass:					
Resident	\$120	\$210	\$275	\$310	\$335
70 Visit Annual Pass for College Students: - 25 years of age and under w/valid student identification, and proof of current Class enrollment or be a High School Student who has graduated in the current year, and is between High School graduation and College admission (w/valid identification):					
Resident	\$100				
SD Resident	\$200				
Non-Resident	\$295				
Daily Passes:					
Adults (ages 18 yrs & up)	\$8				
Child (ages 3-17 yrs)	\$4				
Infant (ages 2 & under)	no charge				
City of Dublin residents may receive a discounted daily pass with their City of Dublin I.D. card. These photo I.D. cards may be purchased at the DCRC for \$2/person/card. Proof of residency and age are required to purchase a resident card. Individuals under the age of 18 years must have a parent or guardian complete registration. Discounted daily pass rate for City of Dublin residents with a resident I.D. card is \$4/adult and \$3/child.					

Ordinance 94-13

**APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES**

RC21 COMMUNITY RECREATION CENTER (DCRC) – RENTAL RATES

Section 1. That the following schedule of rental rate fees be established for exclusive use of the specified areas with the Community Recreation Center:

Lap Pool

- \$6.00 per hour per lane for Dublin resident recreational use. (Payment for daily admission fee or DCRC membership is required).
- \$6.00 per hour per lane for authorized Dublin City School district functions.
- \$20.00 per hour per lane for charitable organizations. (Includes admission fee for participants.)
- \$40.00 per hour per lane for non-resident recreational use. (Payment for daily admission fee or DCRC membership is required.)
- \$40.00 per hour per lane for organized team/instructional activities. (Includes admission fees for participants.)

Saturday After-Hours Pool Rentals

Pool amenities are available for rental after-hours on Saturday evening from 8:15 p.m. – 10:15 p.m. Rental fees for this time period (Resident / Non-Resident):

- \$250 / \$375 for rental of the leisure pool only.
- \$275 / \$415 for rental of the leisure pool and slide.
- \$250 / \$375 for rental of the lap pool only.
- \$375 / \$565 for rental of the lap pool and leisure pool only.
- \$400 / \$600 for rental of the lap pool and leisure pool with slide.
- \$275 / \$415 for rental of the leisure pool and diving boards only.
- \$325 / \$490 for rental of the leisure pool, slide and diving boards.

The use of Classroom C is included with any of the after-hours rentals listed above.

Maximum capacities of the facilities and the number of lifeguards and other supervisory staff are mandated by DCRC policy.

Gymnasium – Court A & Court B

- \$25.00 per court per hour for Dublin residents.
- \$45.00 per court per hour for non-residents.

Classroom A, B, and C

- \$15.00 per hour for Dublin residents.
- \$35.00 per hour for non-residents.

Section 2. That each area has designated hours of operation and an additional \$20 per hour will be charged for time rented after those established hours with the exception of the Leisure Pool.

Section 3. That in order to implement the rental fees established herein, the City Manager or designee shall have the authority to promulgate and amend written administrative rules, regulations, and procedures not inconsistent with sections 1, 2, and 3 within this service center (S-160), and related policies adopted by City Council.

RC-22 COMMUNITY HALL AND MEETING ROOM RENTAL RATES

Community Hall Rental Rates (per hour)

Customer	Percentage of Cost Recovery	1/3 Hall	2/3 Hall	Hall
Resident	70%	\$45	\$80	\$110
School District Resident	100%	\$65	\$110	\$155
Non-Resident	200%	\$125	\$215	\$305
Corporate Resident	100%	\$65	\$110	\$155
Non For Profit (Dublin) (A)	70%	\$45	\$80	\$110

(A)– As defined within current City policies.

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APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-22 COMMUNITY HALL AND MEETING ROOM RENTAL RATES (continued)
Community Hall Rental Rates (per hour) (continued)

Table and chair set-up is included in the rental fee. A warming kitchen is available. Podiums, a PA system, and other basic AV support are available upon request, and must be set up by Dublin employees. A dance floor and risers (platforms) are available to rental groups and may be subject to an additional fee (\$75 and \$50, respectively) to cover costs of additional set-up and tear down time.

Meeting Room Rental Rates (per hour)

Customer	Percentage of Cost Recovery	Meeting Room 1	Meeting Room 2
Resident	70%	\$25	\$25
School District Resident	100%	\$35	\$35
Non-Resident	200%	\$70	\$70
Corporate Resident	100%	\$35	\$35
Non For Profit (Dublin) (A)	70%	\$25	\$25

(A)– As defined within current City policies.

Deposit:

There will be a \$200 deposit for renting any portion of the Community Hall. An additional damage deposit will be collected when the rental group is serving alcohol (see "Alcohol" below). Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment of the deposit is due at time of reservation. The remaining balance (rental fees) is due at least 60 days prior to scheduled event. Deposits are non-refundable if the event is canceled.

Alcohol:

Rental groups are limited to serving beer and wine after 7:30 p.m. on Thursday, Friday, and Saturday nights only. All other circumstances will require a waiver from City Council at its next regularly scheduled meeting. Consumption is limited to the confines of the Community hall, and must comply with State of Ohio liquor laws. Additional proof of insurance may be required (see "Insurance Coverage" below). The City of Dublin is not liable for any injuries to guest or negligence where alcohol is involved. Special Duty Police Officer(s) must be contracted by the rental group and are required on the premises throughout the entire event when alcohol is being served. An additional \$100 refundable damage deposit will be collected for rental groups serving alcohol.

Catering:

Caterers will be asked to provide a current professional caterer's license and proof of insurance, and will be asked to sign a letter of agreement.

Insurance Coverage:

Depending on the risk classification of the event, the rental group may be required to obtain appropriate insurance. If the City requires insurance for the event, the rental group will be asked to provide proof of liability insurance satisfying the City's lease requirements.

Rental Hours:

Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Rental Contract and Policies:

Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

Refund Policies:

Community Hall – Upon cancellation of a reservation, the City will refund the rental fees collected, less the rental deposit.

Meeting Rooms, Classrooms, Pavilions and Shelter houses – Upon cancellation of a reservation at least two weeks before the scheduled event, the City will refund the rental fees collected, less a \$10 administrative fee. Refunds will not be issued for cancellations made within two weeks of the event.

Ordinance 94-13

**APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES**

RC-23 COMMUNITY THEATER RENTAL RATES

Customer	Percentage of Cost Recover	Half-Day Rate (up to 5 hours)	Fee Per Hour (2 hour minimum)	Rehearsal Fee Per Hour (2 hour minimum)
Standard Rate	100%	\$585	\$145	\$80
Corporate Resident	85%	\$500	\$125	\$65
Not For Profit (Dublin) (A)	80%	\$470	\$120	\$60
Non-Profit Performing Arts Groups (501c 3)	Flat fee determined periodically by City Council	\$300	\$70	\$50
Dublin Arts Council (DAC)	*	*	*	*

(A)- As defined within current City policies.

*- Fees will be waived for rental groups falling under the umbrella organization of the DAC. DAC will be charged a fully burdened hourly rate for the Theater Technician’s time upon request of that service. The Theater Technician will be charged at \$45 per hour.

City employees (or City-contracted professional service) are the only ones authorized to use/program the theater’s technical equipment, lighting, and any other theatrical appurtenances.

Rental Rates and Collection Fee:

In most cases, rental rates will be quoted to prospective rental groups in four-hour blocks. There may be certain times when a rental group will not need four hours for an event. In those situations, a per-hour rental rate will be optional, with a two-hour minimum. Should a rental group request the City of Dublin to facilitate ticket sales and collections for its performance(s), the City of Dublin will charge a 12% collection fee. This fee will be calculated based on total ticket sales, and the balance of ticket collections will be remitted to the rental group.

Rehearsal Rates:

Rehearsal rates will be available for those rental groups renting the theater facility for their performances. Rehearsal rates include “work lights” only. Rental groups desiring “technical” rehearsals must pay regular rental rates.

Deposit:

A \$200 deposit will be required from groups renting the theater. The deposit will assure the City that funds are available should the event go past its schedule rental time and additional rental fees are levied. Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment in full of rental fees and rental deposit is due upon receipt of the rental contract. Deposits are non-refundable if the event is canceled.

Rental Hours:

Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Insurance Coverage:

Rental groups will be required to obtain appropriate insurance. The rental group may be asked to provide proof of liability insurance that satisfies the City’s lease requirements.

Rental Contract and Policies:

Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Dublin Community Recreation Center (DCRC) Facility Waivers
(RC-21, RC-22, and RC-23)

City Staff is hereby authorized to waive fees for various types of Facility uses at the Dublin Community Recreation Center based on the table following.

Type	Description/Examples	Waiver	
		Yes	No
After Prom	Dublin City Schools, private schools located in Dublin, Hilliard City Schools which Dublin residents attend <i>(Dublin City Schools have first scheduling priority)</i>	X	
Community service organization sponsored events/activities that provide broad benefit to the Dublin community	Glaucoma screenings; immunization clinics; blood drives; Leadership Dublin Community Service Day	X	
School programs, both public and private serving children and young adults with special needs in programs that benefit the Dublin community <i>[Participants are to be supervised and assisted by School Teachers and Staff, and use the facility as approved by the Director of Recreation. The City and School District will sign an agreement for services and provide City Council with notification of the agreement.]</i>	Participants of the Dublin School's Power Plus Program (Postsecondary Options Work Employability Results)	X	
Fund raising	Swim for Diabetes; Cancer Society; Heart Association; Booster Clubs		X
International exchange sponsored by Dublin based not for profit organizations	Overnight exchange students; rotary program; Russian exchange program	X	
Schools, both public and private; and school related organizations	PTO's; Young Professionals Academy; Special Needs In-Service for Parents; Wrestling Club award ceremony; theater boosters; Work Study Appreciation Breakfast		X
Other Dublin based not for profit and profit events/activities not previously addressed			X
Non-Dublin based not for profit and profit events/activities not previously addressed			X

City administrative staff is hereby authorized to implement administrative procedures as necessary to manage the fee waiver request process as outlined above. Fee waiver requests for the above-described purposes will not be forwarded to City Council; likewise, Council will refer to staff any fee waiver requests presented to Council that have not been first reviewed/addressed by staff.

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Finance and Administrative Services			
AD-01	Returned Check (NSF) Processing	100%	(Note 19) \$15
AD-02	Document Printing & Copying	(Note 4) 100%	\$.05/pg-single-sided black & white copy \$.10/pg double-sided black & white copy \$.10/pg single-sided color copy \$1.50 -City map/blue print \$20 - Code Books and Bid Documents (or at actual cost if higher) \$3-audio/video tape \$1-CD (plus the actual cost of postage, if mailed.)
AD-03	Special Telecommunications Right-of-Way Permit	100%	\$699 \$620
AD-04	General Telecommunications Right-of-Way Permit	100%	\$719 \$730
Community Development Services			
Building Standards Services			
BL-01	Building Permit Application – Residential Plan Review	100%	\$220 plus \$52 \$60 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.
BL-02	Building Permit Application – Commercial Plan Review	100%	\$210 first 1,000 sq. ft. plus \$130 \$140 each additional 1,000 sq. ft. or fraction thereof (plus costs of outside plan review, if necessary, above cost of normal plan review service.)
BL-03	Minor Building Plan Revision – Commercial	100%	\$310
BL-04	Major Building Plan Revision – Commercial	100%	\$970 (plus cost of outside review when necessary.)
BL-05	Building Inspection – Residential	100%	See Appendix A-1.
BL-06	Building Inspection – Commercial	100%	See Appendix A-1.
BL-07	Plumbing Plan Review & Inspection	(Note 5)	Residential - \$60 application and first fixture, plus \$15 each additional fixture. Commercial - \$75 application and first fixture, plus \$20 each additional fixture.
BL-08	Electrical Plan Review	100%	\$130/hr (plus cost of outside review when necessary.)
BL-09	Electrical Inspection/Permit - Residential	100%	See Appendix A-1.
BL-10	Electrical Inspection/Permit - Commercial	100%	See Appendix A-1.
BL-11	HVAC Inspection/Permit - Residential	100%	See Appendix A-1.
BL-12	HVAC Inspection/Permit - Commercial	100%	See Appendix A-1.
BL-13	Fire Protection System Review	100%	(Note 14) \$165 Revisions to plan - \$50
BL-14	Building Plan Revision – Residential	100%	\$20 Administrative Fee plus fee based on levels of review: \$50-Bldg. Division; \$50-Planning Division; \$50-Engineering Division.

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Building Standards Services (continued)			
BL-15	Home Improvements	(Note 2)	0 – 1,000 sq. ft. = \$50 1,001 – 1,500 sq. ft. = \$100 1,501 sq. ft. and up = refer to standard residential review and inspection fees.
BL-16	Temporary Structure	100%	\$70
BL-17	Gas Line Permit	100%	\$95
BL-18	Building Preliminary Plan Review	0%	\$0
BL-19	Alternative Building Materials Review	50%	\$670
BL-20	Building Demolition Plan Review & Inspection	100%	\$180
BL-21	Bldg Relocation Plan Review/Inspection – In City	(Note 23) 100%	\$610 \$620 plus costs.
BL-22	Bldg Relocation Plan Review/Inspection – Enter City	(Note 23) 100%	\$610 \$620 plus costs.
BL-23	Bldg Relocation Plan Review/Inspection – Leave City	(Note 23) 100%	\$500 \$510
BL-24	Change of Use Permit	100%	\$265
BL-25	Conditional Occupancy Inspection	100%	\$365 /six month period for residential or commercial premises.
BL-26	Building Permit Extension	100%	\$20
BL-27	Building Permit Reactivation	100%	50% of original permit fee (excluding water and sewer capacity charges.)
BL-28	Special Building Inspection	100%	(Note 14) \$130 minimum for 1 hr. inspection; plus \$90 if written report is requested.
BL-29	Building Re-inspection Service	100%	\$135
BL-30	Contractor Registration	100%	\$65/year
BL-31	Building Construction Appeal	(Note 2)	\$200 (non-refundable)
BL-32	Building Standards Appeal	(Note 21)	(Note 21) \$0
BL-33	Replacement Building Plans	100%	\$45 administrative fee, plus actual cost of reproducing plans.
BL-34	Replacement Building Cards	100%	\$45
BL-35	Range Hood Permit	100%	\$95
BL-36 (previously PL-19)	Sign Plan Review & Inspection – Permanent:	(Note 34)	
	Recognized Dublin HOA's	0%	\$0
	Others	100%	\$380 \$390

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Leisure and Cultural Services			
Community Relations Services			
CR-05	Special Events & Performance Coordination	(Note 9 & 13) 100%	(Note 13b and Appendix A-1 for Waivers) \$125 Application Fee for Community Events Hourly Fee Per Employee: Parks - \$100/hr Custodian Service - \$100/hr Bldg. Inspect. (Note 22) Police Service - \$140 /hr Cruiser Usage - \$8 /hr \$15/hr (engine running) Streets & Utilities- \$100/hr (plus costs of signage) Recreation. (seasonal) - \$20/hr
Public Safety Services			
Court Services			
CT-01	Court Service	(Note 6)	\$20
CT-02	Fine Processing	100%	\$18
CT-02A	Computer Fund Fee	(Note 36)	\$3
CT-03	Records Sealing Service	(Note 3)	\$20 (plus State fee).
CT-04	Summons Issuance	100%	\$30
CT-05	Warrant Processing	100%	\$100
CT-06	PNC Monitoring	0%	\$0
CT-07	Presentence Investigation	0%	\$0
CT-08	Probation Monitoring	0%	\$0
CT-09	Continuance Processing	(Note 6) 100%	\$0-1 st continuance \$10 – additional continuance.
CT-10	Witness/Subpoena Processing	(Note 6 & 7) 100%	\$30
CT-11	Adult Diversion	(Note 2)	\$200
CT-12	License Forfeiture	100%	\$20 (plus BMV fee).
CT-13	Interstate Compact	100%	\$20
CT-14	Warrant Blocks	100%	\$20
CT-15	Adult Traffic Diversion	(Note 39) 100%	\$80 Court Cost plus fee for on-line driving course
Community Development Services			
Engineering Services			
EN-01	Right-of-Way Plan Review & Inspection	(Note 15) (Note 2) 100%	Residence - \$50 Other - \$390 \$400
EN-02	ROW Encroachment Plan Review & Inspection	100%	\$1,200
EN-03	Public Improvement Plan Review	100%	2% of estimated costs of improvements.
EN-04	Public Improvement Inspection	100%	7% of estimated costs of improvements.

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Engineering Services (continued)			
EN-05	Easement Encroachment Review	50%	\$340 \$350 (includes recording fees)
EN-06	Review of Utility Company Easements on City Property	100%	\$575 \$575 (plus a sq. ft. fee based on the approved per acre fee for raw parkland if equipment or pad is above ground on City property or rights-of-way.)
EN-07	Private Street Dedication Review	100%	\$2,390 \$2,430 plus costs.
EN-08	Street Vacation Review	100%	\$1,425 \$1,450 plus costs.
EN-09	Street Re-Naming (non-staff initiated)	100%	\$660 \$670 (plus costs of signs and labor if necessary)
EN-10	Private Waste Disposal Review	100%	(Note 16) \$520 \$530 res (Note 16) \$910 \$920 non-res
EN-11	Sanitary Sewer Inspection	100%	\$140
EN-12	Flood Plain Inquiry Response: Written Request Others	(Note 1) 50% 0%	(Note 1) \$100 \$110 \$0
EN-13	Flood Plain Development Review	(Note 14) 100%	\$345 \$350 - other \$770 - residents
EN-14	Engineering Re-inspection Service	100%	\$100
EN-15	Damaged Light Pole Repair	100%	(Note 17) \$75/hr
EN-16	Street/Traffic Sign Service	(Note 13a) 100%	\$75/hr plus costs (Plus \$75/hr for installation if needed.)
EN-17	Well Drilling Permit	10%	\$325
Community Development Services			
Park Services			
PK-01	Cemetery Maintenance	100%	\$660- resident \$1,850- non-res.
PK-02	Cemetery Lot Sale	100%	\$160
PK-02A	Columbarium Niche	(Note 40) 100%	\$1,700 - resident \$2,400 -non-resident (see note 40)
PK-03	Interment Service	100%	\$380 \$390 - weekday \$570 \$580 - after hrs and weekends
PK-03A	Inument Service	100%	\$100 - weekdays \$150 - after hrs and weekends
PK-04	Monument Foundation Service	100%	\$1.80 /per sq. inch.
PK-04A	Niche Engraving	100%	\$150/each occurrence
PK-05	Veterans Marker Service	0%	\$0
PK-06	Business District Maintenance	0%	\$0

Ordinance 94-13			
APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Community Development Services (continued)			
Land Use & Long Range Planning Services (continued)			
PL-01	PUD/Concept Plan Review	50%	\$2,130 \$2,170
PL-02	PUD/Preliminary Plan Review	50%	(per application) Minor - \$2,095 \$2,040 Major - \$4,180 \$4,230
PL-03	PUD/Final Development Plan Review	50%	\$2,895 \$2,940 for 20 acres or less, plus \$68 for each additional 5 acres or portion thereof over 20 acres.
PL-04	Amended Final Development Plan (previously PUD/Minor Revision):	(Note 34)	
	Recognized Dublin HOA's	0%	\$0
	Others	50%	(per application) Minor - \$1,080 \$1,100 Major - \$1,820 \$1,850 Signage - \$745
PL-05	Pre-application Site Plan Review: Residential Commercial (including COIC/EAZ/West Innovation District)	0% 0%	\$0 \$0
PL-06	Rezoning Application Review	100%	\$2,165 \$2,200 SFD on 5 acres or less. -\$4,330 \$4,410 other rezoning.
PL-08	Conditional Use Application Review	(Note 25) 50%	(per application) Minor - \$1,020 \$1,040 Major - \$1,815 \$1,850
PL-09	Parking Lot Alteration/Expansion	100%	\$920 \$940 /lot or facility.
PL-10	Informal Plan Review	(Note 2)	\$500
PL-11	Preliminary Plat Review	100%	\$665 for first two lots, plus \$45 /lot over two lots up to 100 lots. (No increase over 100 lots.) -\$3,455 \$3,520 commercial/Industrial/other.
PL-12	Final Plat Review	100%	\$705 for first two lots, plus \$68 /lot over two lots up to 100 lots. (No increase over 100 lots.) \$1,830 for first two RDUs plus \$68 /unit over two RDUs up to 50 RDUs (No increase over 50 RDU's). -\$3,200 \$3,260 commercial/industrial/other.

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Land Use & Long Range Planning (continued)			
PL-13	Lot Split/Minor Subdivision Review	100%	\$490 – residential. \$660 \$670 – commercial/industrial/other.
PL-14	Lot Line Adjustment Review	100%	\$490 – residential. \$660 \$670 – commercial/industrial/other.
PL-15	Variance Application Review: Properties Located in Architectural Review District Existing Single Family Development (SFD) Others	(Note 25) 0% (Note 2) 100%	\$0 \$1,995 \$2,030
PL-16	Time Extension Review	100%	\$1,240 \$1,260
PL-17	Certificate of Zoning Compliance Review: Residence Commercial & Other	50% 100%	\$60 \$135
PL-18	Certificate of Appropriateness	0%	\$0
PL-19 (Moved to BL-36)	Sign Plan Review & Inspection – Permanent; Recognized Dublin HOA's Others	(Note 34) 0% 100%	\$0 -\$380
PL-20	Sign Plan Review & Inspection - Temporary	100%	\$80
PL-21	Sign Plan Review & Inspection - R-O-W	0%	\$0
PL-22	Annual Permanent Sign Inspection	0%	\$0
PL-23	Temporary Use Review	100%	\$75
PL-24	Seasonal Business Review	100%	\$140-initial appl. \$90-renewal fee. (Plus \$500 refundable bond)
PL-24A	Outdoor Seasonal Plant Display/Sales	100%	\$90
PL-25	Amusement Device Operation Review	(Note 2)	\$1,000/yr.-Facility license, plus \$80 initial filing fee.
PL-26	Sexually Oriented Business License	100%	\$330 \$340
PL-27	R-O-W Solicitation Permit	0%	\$0
PL-28	Peddlers/Solicitation Permit	100%	\$90/license
PL-29	Special Permit Review: For uses permitted in residential zones Others	25% 100%	\$400 \$1,600 \$1,630
PL-30	Home Occupation Permit	100%	\$90-initial two years \$40-each two years after
PL-31	Wireless Facility Administration Review	(Note 35) 100%	New Tower - \$2,115 Alternative Structure - \$2,115 Co-location - \$1,835 Temporary Facility - \$870

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Land Use & Long Range Planning (continued)			
PL-32	Tree Removal Permit	(Note 31) 0%	\$0
PL-33	Block Party Permit	(Note 6)	\$0-standard permit with use of barricades; \$0-first use of block party package to recognized Dublin Civic Associations each calendar year and \$50 each use thereafter.
PL-34	Garage Sale Permit	(Note 2)	\$5/permit plus \$1/sign to a max of 3 signs per address.
	Neighborhood Garage Sale Permit (minimum of 10 participating addresses or more)	(Note 2)	\$3/permit plus \$1/sign to a max of 3 signs per address.
PL-35	Zoning Inquiry Response: Written Request Others	(Note 1) 100%	\$180 \$0
PL-36	BZA Appeal Processing/Non-Conforming Use Determination: SFD and Historical Dublin Area Others	(Note 2) (Note 2)	\$100 \$1,370 \$1,390
PL-38	City Council Appeal Processing: SFD Others	(Note 2) (Note 2)	\$100 \$500
PL-39	Planning Pre-Submittal Meeting	0%	\$0
PL-40	Planning Re-inspection Fee	100%	\$100
PL-41	Code Enforcement Inspection	0%	\$0
PL-43	Weed Abatement Service	(Note 6)	\$350 plus contracted cost of mowing for first mowing of the season. \$235 plus contracted cost of mowing for each subsequent mow of the season after the first.
PL-45	Annexation Petition Processing	100%	\$3,700 \$3,750
PL-46	EAZ/West Innovation District Development Plan Application Fee	50%	\$2,440 \$2,480
PL-47	EAZ/West Innovation District Administrative Departure Fee	0%	\$0
PL-48	EAZ/West Innovation District Site Plan Approval Fee	100%	\$2,675
PL-49	Bridge Street District – Basic Plan Review	25%	\$1,000 \$1,090
PL-50	Bridge Street District – Development Plan Review	50%	\$2,440 \$2,620
PL-51	Bridge Street District – Site Plan Review	50%	\$2,440 \$2,760
PL-52	Bridge Street District – Minor Project Review	50%	\$0- Historic District \$100- Residential accessory uses/structures \$1,025- Small \$1,730- Large
PL-53	Bridge Street District – Architectural Review Board (ARB) Review	50%	\$1,000 - Basic Plan \$2,440 \$2,620 - Development Plan \$2,440 \$2,760 - Site Plan
PL-54	Bridge Street District – Waiver Review	50%	\$1,880
PL-55	Bridge Street District – Open Space Fee in Lieu of Determination	(Note 2)	\$0- If included in Basic Plan Review \$0- If open space requirement is less than 300 sq. ft. \$500- Others
PL-56	Bridge Street District – Master Sign Plan Review	25%	\$705 \$810
PL-57	Bridge Street District – Parking Plan Review	25%	\$705 \$740

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Public Safety Services			
Police Services			
PO-01	Police False Alarm Response	100%	\$0-1 st 2 in 6 mos. \$70 -third alarm \$70 -fourth alarm \$80-fifth alarm \$100-6 or more in 6 months.
PO-02	Impounded/Abandoned Vehicle Release: Crime Victim Others	0% 100%	Crime Victim - \$0 Others - \$115
PO-03	Records Check/Clearance Letter	100%	(Note 18) \$20
PO-04	Firearm Permit	100%	\$100
PO-05	Vacation House Watch	0%	\$0
PO-06	Non-Emergency Lock-Out Assistance	0%	\$0
PO-08	Police Report Reproduction	(Note 4)	\$.05 single-sided black & white \$.10 double-sided black & white \$.10 single-sided color copy
PO-09	Police Photo Reproduction	(Note 4)	\$1/print or CD plus postage.
PO-10	Video/Audio Tape Reproduction	(Note 4)	\$3 (tapes supplied).
PO-11	Other Agency Dispatch Service	(Note 5)	(Note 5)
PO-12	Facility Rental – Firing Range (open only to other Law Enforcement Agencies)	(Note 2)	\$50 plus staff time for Range Officer(s)
Public Works Services			
Utility and Enterprise Services			
PW-01	Water Service	100%	(Note 29)
PW-02	Sanitary Sewer Service	100%	(Note 30)
PW-03	Storm Sewer Services	0%	(Note 11) \$0
PW-04	Refuse Collection Service – Residential	0%	\$0
PW-05	Recycling Collection Service	0%	(Note 33) \$0
PW-06	Street Sweeping	0%	\$0
PW-07	Spilled Load Clean-up	(Note 13a) 100%	\$110/hr plus costs
PW-08	Damaged Property Repair	(Note 13a) 100%	\$110 /hr plus costs
PW-09	Fire Hydrant Permit (public or private)	100%	\$105 (fee to be doubled if City required to pump the hydrant) plus, \$350 refundable deposit for hydrant backflow prevention device and hydrant wrench.
PW-10	Fuel Surcharge (Administrative Fee)	(Note 38) 100%	\$.09 per gallon - unleaded or diesel \$.51 per gasoline gallon equivalents (GGE) - compressed natural gas.
PW-11	Salt Surcharge	100%	\$1.45/ton

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To be Recovered	Fee
Regulation, Product or Service			
Leisure and Cultural Services			
Leisure and Cultural Services			
RC-01	Youth & Adult Sports Program	(Note 8)	(Note 8 & 26)
RC-02	Adult Recreation Classes	(Note 8)	(Note 8 & 26)
RC-03	Teen Recreation Classes / Camps	(Note 8)	(Note 8 & 26)
RC-04	Preschool & Youth Recreation Classes	(Note 8)	(Note 8 & 26)
RC-06	Preschool Camps & Youth Camps	(Note 8)	(Note 8)
RC-08	Special Needs Programs	(Note 8)	(Note 8)
RC-09	Fitness/Wellness Classes	(Note 8)	(Note 26)
RC-10	Theater Classes & Camps	(Note 8)	(Note 8)
RC-11	Pool Recreation Classes	(Note 8)	(Note 26)
RC-12	Recreational Swimming – Outdoor Pool	(Note 6)	See Appendix A-1
RC-13	Swimming Lessons	(Note 8)	(Note 8 & 26)
RC-14	Swim Team	(Note 8)	(Note 8)
RC-15	Concession Services	(Note 27)	(Note 27)
RC-16	Senior Citizen Recreational Programs	(Note 8)	(Note 2 & Note 37)
RC-17	Park Reservation Service	(Note 2 & 28)	<p><i>Park Shelter & Scioto Amphitheater</i> \$5/hr – Resident \$12.50/hr – Non-Resident</p> <p><i>Coffman Park Amphitheater</i> \$10/hr – Resident \$20/hr – Non-Resident</p> <p><i>Coffman Park Pavilion & Amberleigh Park Pavilion</i> \$12.50/hr (\$100/day) – Resident \$25/hr (\$200/day) – Non-Resident Resident (plus \$100 refundable deposit for all rentals.)</p>
RC-18	Athletic Field Usage/Rental (baseball, softball, and regulation soccer fields)	(Note 32) 100%	<p>Athletic Field Use Fees – Non-recreational (competitive) Youth Soccer - Non-Resident:</p> <p>For non-resident participant \$30 per Spring or Fall session or \$60 per year \$50/day per field for non-profit groups; \$100/day for-profit groups</p> <p><i>(un-groomed and unlit fields; subject to availability.)</i> Field use fees are waived for Dublin-based recreation sports league tournaments. Field use fees apply for all other sports tournaments.</p>
RC-19	DCRC – Passes	(Note 6)	See Appendix A-1.
RC-20	DCRC – Babysitting	(Note 8)	(Note 8)
RC-21	DCRC – Rental Rates	(Note 6 & 28)	See Appendix A-1.
RC-22	Indoor Reservation Service (Previously Community Hall Rental)	(Note 6)	See Appendix A-1.
RC-23	Theater Rental	(Note 6)	See Appendix A-1.

Ordinance 94-13

APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

Notes:

1. Fee not to apply to Dublin residents when request is for primary residential property.
2. A flat fee to be reviewed periodically by City Council.
3. The recovery is to be the maximum allowable under Ohio Law.
4. The recovery is to be the maximum allowable under the Public Records Act.
5. The percentage of recovery is dependent on the agreement negotiated between the parties.
6. Rather than a percentage of recovery, the City Council has specified a fee structure to be adopted.
7. There is to be no recovery of costs for Police Officers subpoenaed.
8. In general, the recreation program will attempt to recover, on an aggregate basis, 50% of direct costs and building maintenance costs, while recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will ensure that individual fees are reviewed annually, and any set unusually high/low are flagged.
9. For City Services provided aside from the Division of Events Administration.
10. No change, at this time, to the existing rate structure.
11. At the February 8, 1999 meeting of the Committee of the Whole to discuss storm drainage utilities. The consensus was not to implement storm drainage fees.
12. Fee to be negotiated as part of franchise agreements.
13.
 - a. Fee will be based on fully burdened hourly rate plus any out-of-pocket costs and other direct costs.
 - b. For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.
14. Plus costs of any additional outside review services.
15. Plus a \$5,000 refundable bond to cover costs of repairs should they be necessary. Residents are not required to post bond when not cutting into the street pavement.
16. Plus any fees charged by the County or State.
17. Fully-burdened hourly rates of Traffic Technician(s) and any Streets & Utilities staff used to repair light poles, plus actual cost of parts for repairs.
18. Not chargeable to any and all governments or government agencies, Dublin residents, Dublin businesses.
~~For fingerprinting, the Dublin Police Department will be charged a fee for each web check submission for civilians being printed. The actual cost of the web check submission fee will be charged back to each civilian printed.~~
~~[Some individuals may need a State and National web search while others may need one or the other.]~~
19. Fee applies when check has been deposited twice, is still NSF, and the party must redeem the check in person for cash.
20. Per existing lease agreement.
21. The City does not have a certified Board of Building Appeals and therefore does not have the authority under the Ohio Revised Code to charge a fee.

Ordinance 94-13

**APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES
Notes (continued)**

22. A flat fee for a temporary structure permit.
23. Changes have not been made in the past to the fee or the percentage of recovery based upon the low volume of service delivery.
24. No change to current fee structure due to limited historical financial information. Fees will continue to be monitored and evaluated.
25. Fees to be waived for those properties located within the Architectural Review District in Old Dublin, and for churches and places of worship in residential districts, and for Alternative Energy Applications.
26. A ten percent (10%) discount to apply for Community Recreation Center (DCRC) members on programs held inside the DCRC facility (not to apply to camps & aerobics classes).
27. Concession items will be charged at fees that attempt to recover direct cost of operations.
28. Rental fees for the gymnasium, classrooms, and park shelters are waived for youth organizations and schools, both public and private, serving the Dublin Community.
29. Fees as adopted in Ordinance 13-92 and 24-95 and as amended by Ordinance 07-05, and 94-07, and 64-09, 56-11, and 64-12.
30. Fees as adopted in Ordinance 14-92 and 25-95 and as amended by Ordinance 07-05, and 94-07, and 64-09, 56-11, and 64-12, and 95-13.
31. Tree Removal permit at no charge and tree replacement fee of \$100 per caliper inch.
32. Dublin Youth Athletics (DYA) and Dublin Soccer League (DSL) play on City of Dublin fields without charge as defined by the respective agreements. Fields will be scheduled for other user groups upon availability. Fields are scheduled to "rest" periodically which may affect availability. The need for infield maintenance during rental will be left to the discretion of City Management. Infield maintenance will be charged at the current special events fees for Ground & Maintenance workers, and must be performed by City workers with City equipment. Lights will be charged at a fee of \$6/hr. Lining of fields and goal rental are provided by DSL. DSL fees are above and beyond City rental fees.

Athletic Field Use Fees – Non-recreational (Competitive) Youth Soccer - Non-Resident
A field usage fee for all "non-Dublin community" youth soccer players participating in the various soccer club organizations that operate under the Dublin Soccer League field use "umbrella." Non-Dublin Community includes all residents outside of the City of Dublin corporate limits and the Dublin School District. These include (but not limited to) Club Ohio Football, Ohio Premier Eagles and Dublin United Soccer Club.
33. First set of recycling bins provided to owners of new homes. Replacement bins will be provided to new residents when needed. This is to be an informal policy, implemented in an effort to improve customer service and facilitate the City's recycling service.
34. For qualifying Homeowners Association projects located within the public realm of the subdivision.
35. Fees waived if wireless is located on a City facility and the space is leased from the City. Fees for outside review services plus the cost of the City's Telecommunication Consultant and any Legal fees will be charged to the applicant.
36. Per Ordinance 41-93, which authorizes the Establishment of a Mayor's Court Computer Fund as approved by the Auditor of State.

Ordinance 94-13

APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

Notes (continued)

37. Dublin community senior citizens membership is available for a fee of \$15 for residents and \$20 for non-residents 55 years or older and offers special privileges including eligibility to participate in all general and special senior activities, to serve on the advisory board and committees, and priority registration for certain programs. Fees for senior citizens membership will be waived for those participants age 90 years and over.
38. Resolution 35-11 approved the administrative fee for Compressed Natural Gas (CNG) based on "gasoline gallon equivalents" (GGE). This is amended effective July 1, 2013 to consist of \$.09/GGE for accounting, billing, etc., plus \$.51/GGE for the cost of compressing the fuel and preventative maintenance of the system.
39. The online driving course is through the National Safety Council. The City receives \$25 remittance per course registrant.

The \$80 Court cost is subject to change with increases in State and/or local court costs.
40. Up to two (2) cremains per niche, and the fee includes perpetual care.

Ordinance 94-13

APPENDIX A -1
SCHEDULE OF FEES AND SERVICE CHARGES

BL-05 BUILDING INSPECTION - RESIDENTIAL

Building inspection/permit.- \$195 for the first 1,000 sq. ft. or fraction thereof, plus \$52 for each additional 500 sq. ft. or fraction thereof. *(Note: After hours inspections are charged an additional \$120/hr with a three hour minimum.)*

<u>Description of Service</u>	<u>Fee</u>
Prefabricated fireplace, wood or coal-burning stove.	\$ 40
Shoring permit.	\$ 65
Certificate of occupancy.	\$ 40

BL-06 BUILDING INSPECTION – COMMERCIAL

New building and additions thereto including garages and accessory buildings and all other buildings - \$220 for the first 1,000 sq. ft. plus \$120 per 1,000 sq. ft. of area or fraction thereof. *(Note: After hours inspections are charged an additional \$120/hr with a three hour minimum.)*

<u>Description of Service</u>	<u>Fee</u>	
Alterations permit fees, industrial units, prefabricated assemblies and relocated building permit fees (also includes "walk-through" for interior alterations).	\$120	for the first 1,000 sq. ft. or fraction thereof, plus \$40 for each additional 1,000 sq. ft.
<u>Rehabilitation permit fees:</u> Rehabilitation of condemned building.	\$105	Standard fee plus \$80 for the first 1,000 sq. ft. or fraction thereof, plus \$26 for each additional 1,000 sq. ft.
Existing buildings.	\$80	for the first 1,000 sq. ft. or fraction thereof, plus \$26 for each additional 1,000 sq. ft.
Certificate of occupancy.	\$155	

BL-09 ELECTRICAL INSPECTION/PERMIT-RESIDENTIAL

<u>Description of Service</u>	<u>Fee</u>	
Temporary service	\$50	
New construction or alterations/additions	\$50	minimum fee plus, \$20 each additional 500 sq. ft. or fraction thereof over 1,000 sq. ft.
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	\$50	minimum fee, plus \$10 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.

BL-10 ELECTRICAL INSPECTION/PERMIT-COMMERCIAL

<u>Description of Service</u>	<u>Fee</u>	
Temporary service	\$60	(plus 3% State surcharge.)
New construction or alterations/additions	\$60	first 1,000 sq. ft. (minimum fee \$60) plus additional \$60 \$70 per 1,000 sq. ft. up to 50,000 sq. ft., plus \$40 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft., plus \$30 \$40 per 1,000 sq. ft. over 100,001 sq. ft. (plus 3% State surcharge.)
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	\$30	minimum fee, plus \$20 \$25 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. (plus 3% State surcharge.)

BL-11 HVAC INSPECTION/PERMIT-RESIDENTIAL

\$60 minimum fee for areas up to and including 1,000 sq. ft. plus \$30 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft.

BL-12 HVAC INSPECTION/PERMIT-COMMERCIAL

<u>Description of Service</u>	<u>Fee</u>	
New or Additions	\$70	minimum fee plus \$30 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.
Alterations	\$70	minimum fee plus \$20 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.

Ordinance 94-13

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-12 RECREATIONAL SWIMMING-OUTDOOR POOL (Dublin Municipal Pool Passes)

Section 1. Season pass holder categories shall be designated as:

- Residents of the City of Dublin (*residency pertains to where you live not where you work*).
- Non-residents of the City of Dublin.

Section 2. Fees for the categories shall be as follows:

	<u>Resident</u>	<u>Resident Discount Rate for Early Registration **</u>	<u>Non-Resident</u>
Individual	\$ 70	\$ 63	\$160
Family of 2	\$120	\$108	\$240
Family of 3	\$170	\$153	\$340
Family of 4	\$200	\$180	\$400
Family of 5	\$235	\$212	\$470
Senior (age 60 and over)	\$ 40	\$ 32	\$ 70

** - A 10% resident discount will be given for early registration between April 1 and May 1.

Section 3. Daily passes for City of Dublin Residents and their guests (accompanied by a Dublin Resident) will be available for the following fees:

	<u>Resident</u>	<u>Non-Resident Guests</u>
Adult (18 years and older):	\$6.00	\$8.00
Senior (60 years and over):	\$5.00	\$7.00
Child (3 years to 17 years):	\$5.00	\$7.00
Child (2 years and under):	no charge	no charge
After 6 p.m. (3 yrs and older)	\$4.00	\$6.00

Note: The number of Non-Resident guests (accompanying each Dublin Resident) admitted to the facility will be limited in accordance with the municipal pool's ratio policy.

Section 4. The number of Non-Resident season passes available for purchase will be limited to 500.

Ordinance 94-13

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-19 COMMUNITY RECREATION CENTER (DCRC) ANNUAL PASSES

The fees for annual pass holders to the Community Recreation Center (DCRC) shall be as follows:

	<u>Individual</u>	<u>Family of Two</u>	<u>Family of Three</u>	<u>Family of Four</u>	<u>Family of Five or Larger</u>
Annual Pass:					
Resident	\$200	\$345	\$455	\$520	\$555
School Dist.	\$390	\$650	\$870	\$940	\$1,000
Resident Non-Resident	\$580	\$1,020	\$1,355	\$1,530	\$1,655
Dublin Based Employees					
	\$240				
Military/Veterans: (w/valid identification)					
Resident	\$180				
SD Resident	\$350				
Non-Resident	\$520				
Senior:					
Resident	\$100				
SD Resident	\$150				
Non-Resident	\$195				
Note: For annual pass holders who wish to have a monthly automatic deduction from a savings or checking account, there is a \$1per month service fee.					
6 Month Pass:					
Resident	\$120	\$210	\$275	\$310	\$335
70 Visit Annual Pass for College Students: - 25 years of age and under w/valid student identification, and proof of current Class enrollment or be a High School Student who has graduated in the current year, and is between High School graduation and College admission (w/valid identification):					
Resident	\$100				
SD Resident	\$200				
Non-Resident	\$295				
Daily Passes:					
Adults (ages 18 yrs & up)	\$8				
Child (ages 3-17 yrs)	\$4				
Infant (ages 2 & under)	no charge				
City of Dublin residents may receive a discounted daily pass with their City of Dublin I.D. card. These photo I.D. cards may be purchased at the DCRC for \$2/person/card. Proof of residency and age are required to purchase a resident card. Individuals under the age of 18 years must have a parent or guardian complete registration. Discounted daily pass rate for City of Dublin residents with a resident I.D. card is \$4/adult and \$3/child.					

Ordinance 94-13

**APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES**

RC21 COMMUNITY RECREATION CENTER (DCRC) – RENTAL RATES

Section 1. That the following schedule of rental rate fees be established for exclusive use of the specified areas with the Community Recreation Center:

Lap Pool

- \$6.00 per hour per lane for Dublin resident recreational use. (Payment for daily admission fee or DCRC membership is required).
- \$6.00 per hour per lane for authorized Dublin City School district functions.
- \$20.00 per hour per lane for charitable organizations. (Includes admission fee for participants.)
- \$40.00 per hour per lane for non-resident recreational use. (Payment for daily admission fee or DCRC membership is required.)
- \$40.00 per hour per lane for organized team/instructional activities. (Includes admission fees for participants.)

Saturday After-Hours Pool Rentals

Pool amenities are available for rental after-hours on Saturday evening from 8:15 p.m. – 10:15 p.m. Rental fees for this time period (Resident / Non-Resident):

- \$250 / \$375 for rental of the leisure pool only.
- \$275 / \$415 for rental of the leisure pool and slide.
- \$250 / \$375 for rental of the lap pool only.
- \$375 / \$565 for rental of the lap pool and leisure pool only.
- \$400 / \$600 for rental of the lap pool and leisure pool with slide.
- \$275 / \$415 for rental of the leisure pool and diving boards only.
- \$325 / \$490 for rental of the leisure pool, slide and diving boards.

The use of Classroom C is included with any of the after-hours rentals listed above.

Maximum capacities of the facilities and the number of lifeguards and other supervisory staff are mandated by DCRC policy.

Gymnasium – Court A & Court B

- \$25.00 per court per hour for Dublin residents.
- \$45.00 per court per hour for non-residents.

Classroom A, B, and C

- \$15.00 per hour for Dublin residents.
- \$35.00 per hour for non-residents.

Section 2. That each area has designated hours of operation and an additional \$20 per hour will be charged for time rented after those established hours with the exception of the Leisure Pool.

Section 3. That in order to implement the rental fees established herein, the City Manager or designee shall have the authority to promulgate and amend written administrative rules, regulations, and procedures not inconsistent with sections 1, 2, and 3 within this service center (S-160), and related policies adopted by City Council.

RC-22 COMMUNITY HALL AND MEETING ROOM RENTAL RATES

Community Hall Rental Rates (per hour)

Customer	Percentage of Cost Recovery	1/3 Hall	2/3 Hall	Hall
Resident	70%	\$40 \$45	\$75 \$80	\$105 \$110
School District Resident	100%	\$60 \$65	\$105 \$110	\$150 \$155
Non-Resident	200%	\$120 \$125	\$210 \$215	\$300 \$305
Corporate Resident	100%	\$60 \$65	\$105 \$110	\$150 \$155
Non For Profit (Dublin) (A)	70%	\$40 \$45	\$75 \$80	\$105 \$110

(A)– As defined within current City policies.

Ordinance 94-13

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-22 COMMUNITY HALL AND MEETING ROOM RENTAL RATES (continued)
Community Hall Rental Rates (per hour) (continued)

Table and chair set-up is included in the rental fee. A warming kitchen is available. Podiums, a PA system, and other basic AV support are available upon request, and must be set up by Dublin employees. A dance floor and risers (platforms) are available to rental groups and may be subject to an additional fee (\$75 and \$50, respectively) to cover costs of additional set-up and tear down time.

Meeting Room Rental Rates (per hour)

Customer	Percentage of Cost Recovery	Meeting Room 1	Meeting Room 2
Resident	70%	\$25	\$25
School District Resident	100%	\$35	\$35
Non-Resident	200%	\$70	\$70
Corporate Resident	100%	\$35	\$35
Non For Profit (Dublin) (A)	70%	\$25	\$25

(A)– As defined within current City policies.

Deposit:

There will be a \$200 deposit for renting any portion of the Community Hall. An additional damage deposit will be collected when the rental group is serving alcohol (see "Alcohol" below). Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment of the deposit is due at time of reservation. The remaining balance (rental fees) is due at least 60 days prior to scheduled event. Deposits are non-refundable if the event is canceled.

Alcohol:

Rental groups are limited to serving beer and wine after 7:30 p.m. on Thursday, Friday, and Saturday nights only. All other circumstances will require a waiver from City Council at its next regularly scheduled meeting. Consumption is limited to the confines of the Community hall, and must comply with State of Ohio liquor laws. Additional proof of insurance may be required (see "Insurance Coverage" below). The City of Dublin is not liable for any injuries to guest or negligence where alcohol is involved. Special Duty Police Officer(s) must be contracted by the rental group and are required on the premises throughout the entire event when alcohol is being served. An additional \$100 refundable damage deposit will be collected for rental groups serving alcohol.

Catering:

Caterers will be asked to provide a current professional caterer's license and proof of insurance, and will be asked to sign a letter of agreement.

Insurance Coverage:

Depending on the risk classification of the event, the rental group may be required to obtain appropriate insurance. If the City requires insurance for the event, the rental group will be asked to provide proof of liability insurance satisfying the City's lease requirements.

Rental Hours:

Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Rental Contract and Policies:

Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

Refund Policies:

Community Hall – Upon cancellation of a reservation, the City will refund the rental fees collected, less the rental deposit.

Meeting Rooms, Classrooms, Pavilions and Shelter houses – Upon cancellation of a reservation at least two weeks before the scheduled event, the City will refund the rental fees collected, less a \$10 administrative fee. Refunds will not be issued for cancellations made within two weeks of the event.

Ordinance 94-13

**APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES**

RC-23 COMMUNITY THEATER RENTAL RATES

Customer	Percentage of Cost Recover	Half-Day Rate (up to 5 hours)	Fee Per Hour (2 hour minimum)	Rehearsal Fee Per Hour (2 hour minimum)
Standard Rate	100%	\$585	\$145	\$80
Corporate Resident	85%	\$500	\$125	\$65
Not For Profit (Dublin) (A)	80%	\$470	\$120	\$60
Non-Profit Performing Arts Groups (501c 3)	Flat fee determined periodically by City Council	\$300	\$70	\$50
Dublin Arts Council (DAC)	*	*	*	*

(A)- As defined within current City policies.

*- Fees will be waived for rental groups falling under the umbrella organization of the DAC. DAC will be charged a fully burdened hourly rate for the Theater Technician's time upon request of that service. The Theater Technician will be charged at \$45 per hour.

City employees (or City-contracted professional service) are the only ones authorized to use/program the theater's technical equipment, lighting, and any other theatrical appurtenances.

Rental Rates and Collection Fee:

In most cases, rental rates will be quoted to prospective rental groups in four-hour blocks. There may be certain times when a rental group will not need four hours for an event. In those situations, a per-hour rental rate will be optional, with a two-hour minimum. Should a rental group request the City of Dublin to facilitate ticket sales and collections for its performance(s), the City of Dublin will charge a 12% collection fee. This fee will be calculated based on total ticket sales, and the balance of ticket collections will be remitted to the rental group.

Rehearsal Rates:

Rehearsal rates will be available for those rental groups renting the theater facility for their performances. Rehearsal rates include "work lights" only. Rental groups desiring "technical" rehearsals must pay regular rental rates.

Deposit:

A \$200 deposit will be required from groups renting the theater. The deposit will assure the City that funds are available should the event go past its schedule rental time and additional rental fees are levied. Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment in full of rental fees and rental deposit is due upon receipt of the rental contract. Deposits are non-refundable if the event is canceled.

Rental Hours:

Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Insurance Coverage:

Rental groups will be required to obtain appropriate insurance. The rental group may be asked to provide proof of liability insurance that satisfies the City's lease requirements.

Rental Contract and Policies:

Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

APPENDIX A-1 (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Dublin Community Recreation Center (DCRC) Facility Waivers
(RC-21, RC-22, and RC-23)

City Staff is hereby authorized to waive fees for various types of Facility uses at the Dublin Community Recreation Center based on the table following.

Type	Description/Examples	Waiver	
		Yes	No
After Prom	Dublin City Schools, private schools located in Dublin, Hilliard City Schools which Dublin residents attend <i>(Dublin City Schools have first scheduling priority)</i>	X	
Community service organization sponsored events/activities that provide broad benefit to the Dublin community	Glaucoma screenings; immunization clinics; blood drives; Leadership Dublin Community Service Day	X	
School programs, both public and private serving children and young adults with special needs in programs that benefit the Dublin community <i>[Participants are to be supervised and assisted by School Teachers and Staff, and use the facility as approved by the Director of Recreation. The City and School District will sign an agreement for services and provide City Council with notification of the agreement.]</i>	Participants of the Dublin School's Power Plus Program (Postsecondary Options Work Employability Results)	X	
Fund raising	Swim for Diabetes; Cancer Society; Heart Association; Booster Clubs		X
International exchange sponsored by Dublin based not for profit organizations	Overnight exchange students; rotary program; Russian exchange program	X	
Schools, both public and private; and school related organizations	PTO's; Young Professionals Academy; Special Needs In-Service for Parents; Wrestling Club award ceremony; theater boosters; Work Study Appreciation Breakfast		X
Other Dublin based not for profit and profit events/activities not previously addressed			X
Non-Dublin based not for profit and profit events/activities not previously addressed			X

City administrative staff is hereby authorized to implement administrative procedures as necessary to manage the fee waiver request process as outlined above. Fee waiver requests for the above-described purposes will not be forwarded to City Council; likewise, Council will refer to staff any fee waiver requests presented to Council that have not been first reviewed/addressed by staff.

City of Dublin
 Cost Study Update-Recap
 Finance and Miscellaneous

SERVICE	Service #	2009 Approved Fee	2010 Approved Fee	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2014)	1-1-2014 INCREASE	1-1-2014 DECREASE
Returned Check Processing	AD-01	\$15 (check deposited twice) Fees were adjusted in late September 2007 to comply with HB 9. \$.05 - single-sided blk/wht \$.10 - double sided blk/wht \$.10 - single-sided color copy	no change.	no change.	no change.	no change.	no change.		
Document Printing and Copying	AD-02		no change.	no change.	no change.	no change.	no change.		
City Services to Special Events:	CR-05	Add \$25 permit fee for community events. \$49/hr per person plus costs. \$49/hr per person plus costs. \$49/hr per person plus costs. S-165 temporary structure permit. \$70/hr per Officer. \$7/hr \$18/hr per person (seasonals).	\$125 - application fee for special events. \$100/hr per person plus costs. \$100/hr per person plus costs. \$100/hr per person plus costs. no change. \$130/hr per officer. no change. \$20/hr per person (seasonals).	no change.	no change.	\$140/hr per officer, \$8/hr for cruiser usage.	no change. no change. no change. no change. no change. no change. \$15/hr engine running no change.		X

NOTE:

* For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.

City of Dublin
Cost Study Update-Recap
Building Standards

SERVICE	Service #	(SUGGESTED) PROPOSED FEE (Effective 7-1-2014)				1-1-2014	1-1-2014
		2010 Approved Fee	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	INCREASE	DECREASE
Building Permit Appl-Plan Review	BL-01	\$220 plus \$62 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.	no change.	no change.	no change.		X
Building Permit Appl-Commercial Plan Review	BL-02	\$210 first 1,000 sq. ft. plus \$130 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review).	no change.	no change.	no change.		X
Minor Building Plan Revision-Commercial	BL-03	\$295	\$310	no change.	no change.		
Major Building Plan Revision-Commercial	BL-04	\$395 plus actual cost of any outside review.	\$370 plus actual cost of any outside review.	no change.	no change.		
Building Inspection-Residential	BL-05	30% increase in fees. See Appendix A.	no change.	no change.	no change.		
Building Inspection-Commercial	BL-06	30% increase in fees. See Appendix A.	no change.	no change.	no change.		
Plumbing Plan Review & Inspection (Public Fees set by Franklin County 2014)	BL-07	\$60 application and first fixture, plus \$15 each add'l fixture for residential; \$75 application and first fixture, plus \$20 each add'l fixture for commercial.	no change.	no change.	no change.		
Electrical Plan Review	BL-08	\$125/hr plus any costs of outside review. \$60 - temporary service; \$50 minimum fee plus \$20 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for new home/additions/alterations.	no change.	no change.	\$130/hr plus any costs of outside review.		
Electrical Inspection-Residential	BL-09	\$50 minimum fee plus \$10 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric.	no change.	no change.	no change.		
Electrical Inspection-Permit-Commercial	BL-10	\$80 - temporary service; \$60 minimum fee plus \$20 each 1,000 sq. ft. up to 100,000 sq. ft. plus \$40 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft. and \$30 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. \$30 minimum fee plus \$20 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric (plus any state fees).	no change.	no change.	no change.		X
HVAC Inspection-Residential	BL-11	\$60 minimum fee for areas up to and including 1,000 sq. ft., plus \$30 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft.	no change.	no change.	no change.		
HVAC Inspection-Permit-Commercial	BL-12	\$70-minimum fee plus \$30 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft. for new buildings or additions; \$70 minimum fee plus \$20 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft. for alterations.	no change.	no change.	no change.		

City of Dublin
Cost Study Update-Recap
Building Standards

SERVICE	Service #	Approved Fee				(SUGGESTED) PROPOSED FEE (effective 1-1-2014)	1-1-2014 INCREASE/DECREASE
		2010	2011	2012	2013		
Fire Protection System Permit	BL-13	\$155 plus actual costs of any outside plan review (plus any applicable State fees)	no change.	\$185 - plus actual costs of any outside plan review (plus any applicable State fees) \$50 - Revision to plan	no change.	no change.	
Building Plan Review-Residential	BL-14	\$20 admin. Fee plus fee based on level of review- \$50/each Division Building, Planning, Engineering	no change.	no change.	no change.	no change.	
Home Improvements (Previously Deck and Stair Access, Bkg. Permit and Remodels & Basement/Finished)	BL-16	0 - 1,000 sq. ft. = \$50 1,001 - 1,500 sq. ft. = \$100	no change.	no change.	no change (B). no change.	no change (A). no change.	
Temporary Structures Permit	BL-16	\$70	no change.	no change.	no change.	no change.	
Gas Line Permit	BL-17	\$85	\$85	no change.	no change.	no change.	
Building Vestibular Plan Review	BL-18	\$0 - no charge.	no change.	no change.	no change.	no change.	
Alternative Building Materials Review	BL-19	\$605	\$670	no change.	no change.	no change.	
Building Demolition Plan Review & Inspection	BL-20	\$160	\$180	no change.	no change.	no change.	
Building Relocation Plan Review-in City	BL-21	\$380 plus costs.	no change.	\$605 plus costs.	\$810 plus costs.	\$20 plus costs.	X
Building Relocation Plan Review-outside City	BL-22	\$530 plus costs.	no change.	\$605 plus costs.	\$810 plus costs.	\$20 plus costs.	X
Building Relocation Plan Review-leave City	BL-23	\$480	no change.	\$500	no change.	\$10 plus costs.	X
Change of Use Permit	BL-24	\$250	no change.	\$255	\$285	no change.	
Conditional Occupancy Inspection	BL-25	\$330	no change.	\$365 per 6 month period.	\$385 per 6 month period.	no change.	
Building Permit Extension	BL-26	\$20	no change.	no change.	no change.	no change.	
Building Permit Reactivation	BL-27	50% of original building permit fee. \$120 one hr. (minimum) inspection, plus \$80 written report (if requested)	no change.	no change.	no change.	no change.	
Special Building Inspection	BL-28	\$80 written report (if requested)	\$130 one hr. (minimum) inspection, plus \$80 written report (if requested)	no change.	no change.	no change.	
Building Relocation Service	BL-29	\$135	no change.	no change.	no change.	no change.	
Contractor Registration	BL-30	Increase to \$80 (see notes)	\$85 per year (flat fee)	no change.	no change.	no change.	
Building Construction Appeal	BL-31	\$200 (non-refundable)	no change.	no change.	no change.	no change.	
Building Standards Appeal	BL-32	No charge, per City Attorney's Office.	no change.	no change.	no change.	no change.	
Professional Building Plans	BL-33	\$40 admin. Fee plus actual cost of copies.	\$45 admin. Fee plus actual cost of copies.	no change.	no change.	no change.	
Professional Building Card	BL-34	\$40	\$45	no change.	no change.	no change.	
Range Hood Permit (NEW)	BL-35		Included with HVAC fees.	Included with HVAC fees.	Included with HVAC fees.	\$85	NEW
Sign Plan Fee & Inspection-Perm (1)	BL-36 (previously PL-16)	\$375 (Fee Waivers for Dublin HOAs)	no change.	no change.	\$380 (Fee Waivers for Dublin HOAs)	\$380 (plus applicable State surcharge) (Fee Waivers for Dublin HOAs)	X

NOTES:
modified in future Studies per results of the review.

(1) - previously PL-16 was in LULRFP.

SERVICE	Service #	Approved Fee				2014 PROPOSED FEE (effective 1-1-2014)	1-1-2014 INCREASE	1-1-2014 DECREASE
		2010	2011	2012	2013			
Lot Line Adjustment Review	PL-14	\$475 - residential \$635 - commercial/industrial/other	no change	\$480 - residential \$650 - commercial/industrial/other	\$400 - residential \$660 - commercial/industrial/other	\$400 - residential \$670 - commercial/industrial/other	X	
Variance Application Review	PL-15	\$1,600 - others	no change	\$1,680 - others [waiver/exemption for properties located in the Architectural Review District.]	\$1,955 - others [waiver/exemption for properties located in the Architectural Review District.]	\$2,000 - others [waiver/exemption for properties located in the Architectural Review District.]	X	
Time Estimation Review	PL-16	\$1,160	no change	\$1,165	\$1,240	\$1,280	X	
Cent. of Zoning Compliance Review	PL-17	\$60 - residential \$135 - commercial & other	no change	no change	no change	no change		
Certificates of Appropriateness	PL-18	\$0 - no change	no change	no change	no change	no change		
Sign Plan Review & Inspection-permanent	PL-19	\$75 Fee Waivers for Dublin HOA's	no change	no change	\$380 Fee Waivers for Dublin HOA's	See BL-36		
Sign Plan Rev & Insp-temporary	PL-20	\$80	no change	no change	no change	no change		
Sign Plan Rev & Insp-HOAH	PL-21	\$0 - no change	no change	no change	no change	no change		
Annual Perm Sign Inspection	PL-22	\$0 - no change	no change	no change	no change	no change		
Temporary Use Review	PL-23	\$70	no change	no change	\$75	no change		
Seasonal Business Review	PL-24	\$140-initial applic. (plus bond) \$60-renewal fee (plus bond)	no change	no change	no change	no change		
Outdoor Seasonal Plant Display/State Amusement Device Operation Review	PL-24A	N/A	\$80	no change	no change	no change		
	PL-25	\$1,000/yr facility license, plus \$80 initial filing fee. (interpretation of Ordinance 112-96)	no change	no change	no change	no change		
Security Oriented Business License	PL-26	\$300	no change	\$320	\$330	\$340	X	
P-O-W Solicitation Permit	PL-27	\$0 - no change	no change	no change	no change	no change		
Pedestrian/Artists Permit	PL-28	\$80 per license	no change	no change	no change	no change		
Special Permit Review	PL-29	\$330 uses permitted in residential zones. \$1,520 - others	no change	\$335 uses permitted in residential zones. \$1,425 - others	\$400 uses permitted in residential zones. \$1,600 - others	\$400 uses permitted in residential zones. \$1,600 - others	X	
Home Occupation Permit	PL-30	\$80-initial 2 yrs. \$40-each 2 yrs after.	no change	no change	no change	no change		
Wireless Facility Administration Review	PL-31	No change. Cost recovery included in negotiated agreements.	New Tower - \$2,115 Alternative Structure - \$2,115 Co-location - \$1,885 Temporary Facility - \$870 [See note L]	No change in base fees. Note 1 modified to include outside costs.	no change	no change		
Tree Removal Permit	PL-32	\$0 (see note D.)	no change	no change	no change	no change		
Shoot Party Permit	PL-33	\$0-first use; \$50-each additional use. (within guidelines)	no change	no change	no change	no change		

SERVICE	Service #	2010 Approved Fee				2011 Approved Fee				2012 Approved Fee				2013 Approved Fee				(SUGGESTED) PROPOSED FEE (effective 1-1-2014)				1-1-2014	
		Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	INCREASE	DECREASE
Garage Sale Permit	PL-34	\$5/permit plus \$1/sign to a max of 3 signs; neighborhood garage sale permits (min of 10 participating addresses) - \$3/permit plus \$1/sign to a max of 3 signs per address.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Zoning Inquiry Response	PL-35	\$150 (within response-see note B.)	no change.	no change.	\$150 (within response-see note B.)	no change.	no change.	\$150 (within response-see note B.)	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
BEA Appeal Processing	PL-36	\$100 SFD.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
	PL-36	\$1,210 - others.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
City Council Appeal Processing	PL-38	\$100 SFD.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
	PL-38	\$500 others.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Planning Pre-Submittal Meeting	PL-39	\$0 - no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Planning Re-Inspection Fee	PL-40	\$100	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Code Enforcement Inspection	PL-41	\$0 - no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Wood Abatement Service	PL-43	First clearing per calendar year - \$350 plus contracted cost of mowing/trim Each subsequent clearing per calendar year - \$236 plus contracted cost of mowing/trim	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Annexation Petition Processing	PL-45	\$3,605	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
West Innovation District (EAZ);																							
EAZ Development Plan Approval	PL-46	\$2,375	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
EAZ Administrative Departure Fee	PL-47	No change. Included in fee for PL-46	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
EAZ Site Plan Approval Fee	PL-48	\$2,575 (same as FDP, PL-46)	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.	no change.			
Bridges Street District (BSD);																							
BSD- Basic Plan Review	PL-49	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Development Plan Review	PL-50	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Site Plan Review	PL-51	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Minor Project Review																							
	PL-52	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Architectural Review Board Review																							
	PL-53	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Walkway Review																							
	PL-54	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Open Space Fee in Lieu of Determination																							
	PL-55	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Master Sign Plan Review																							
	PL-56	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
BSD- Parking Plan Review																							
	PL-57	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			

City of Dublin
 Cost Study Update-Recap
 Land Use & Long Range Planning

SERVICE	Service #	2010 Approved Fee	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2014)	1-1-2014 INCREASE	1-1-2014 DECREASE

NOTES:

- B - fee not to apply to Dublin residents when request is for non-commercial purposes.
- C - per Ordinance 67-89.
- D - \$100 per caliber inch replacement fee.
- E - Staff recommended a waiver/exemption for those properties located within the Architectural Review District in Old Dublin which was approved for year 2001.
- F - "Minor" is text-only changes and minor issues like access controls that are text issues but are also noted in the drawings. All others are considered "major."
- G - "Minor" is patio additions, applications that are proposed for existing structures with no external modifications. All others are considered "major."
- H - "Minor" are issues like LS only changes, parking lot only, access only arrangements. All others are considered "major."
- I - Fees waived if wireless is located on a City facility and the space is leased from the City. Only fees for outside review services will be charged.
- J - CDD no longer exists in the code and the service will be removed from the fee ordinance for 2013.
- K - Model homes fall under PL-17, Certificate of Zoning Plan Approval now.

City of Dublin
 Cost Study Update-Recap
 Department of Safety
 Police

SERVICE	Service #	APPROVED FEE					(SUGGESTED) PROPOSED FEE (effective 1-1-2014)	1-1-2014 INCREASE	1-1-2014 DECREASE
		2009	2010	2011	2012	2013			
Police False Alarm	PO-01	\$0 - 1st two in six months \$70 - third alarm \$70 - fourth alarm \$80 - fifth alarm	no change.	no change.	no change.	no change.	no change.		
Impounded/Abandoned Vehicle Release	PO-02	\$100 - six or more in six months \$0 - victims of crime. \$100- others	\$0 - victims of crime. \$105- others	\$0 - victims of crime. \$115- others	no change.	no change.	no change.		
Record Check/Clearance Letter	PO-03	\$20 (see note A).	no change.	no change.	no change.	no change.	no change.		
Firearm Permit	PO-04	\$80	\$80	\$100	no change.	no change.	no change.		
Vandalism House Watch	PO-05	\$0	no change.	no change.	no change.	no change.	no change.		
Non-Emergency Lock-Out Assistance	PO-06	\$0	no change.	no change.	no change.	no change.	no change.		
Fingerprinting (DELETED FROM FEE SCHEDULE FOR 2013)	PO-07	\$20 plus actual cost of WebCheck fee.	no charge.	no charge.	See note D below.	DELETED. No longer providing this service.	N/A		
Police Report Reproduction	PO-08	\$.05 blk & w/rt single-sided copies \$.10 blk & w/rt double-sided copies \$.10 color single-sided copies	no charge.	no charge.	no charge.	no charge.	no change.		
Police Photo Reproduction	PO-09	\$/photo or CD plus actual cost of postage. (see note C.)	no charge.	no charge.	no charge.	no charge.	no change.		
Video/Audio Tape Reproduction	PO-10	\$3/tape or video. (see note C.)	no charge.	no charge.	no charge.	no charge.	no change.		
Other Agency Dispatch Service	PO-11	per Oct. 54-07	per Oct. 17-10	no charge.	no change.	no change.	no change.		
Facility Rental - Firing Range (open only to other Law Enforcement Agencies)	PO-12 (NEW)	N/A	N/A	N/A	N/A	per Res. 20-13 (fee is set at \$50 for rental of the facility plus staff time for a minimum of one Dublin Range Officer)	no change.		

NOTES:

- A - Not chargeable to any and all governments or government agencies; Dublin residents; Dublin businesses.
- B - Maximum allowable by the Public Records Act and HB 8.
- C - Per legal advisory from S2D, the City may charge the actual cost of photos (or photos on CD) and/or the actual cost of video/audio tapes, but may not include the cost of Staff time to retrieve or make the reproductions.
- D - As of January 1, 2007, the State of Ohio Bureau of Criminal Identification & Investigation no longer accepts rolled fingerprints. The City will be charged a \$15 processing fee to use WebCheck, which will be required. As of 2012, the WebCheck terminal is maintained for conducting background checks on police employee candidates as required by the State. No civilian fingerprinting is done.

SERVICE	Service #	2009 Approved Fee	2010 Approved Fee	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2014)	1-1-2014 INCREASE	1-1-2014 DECREASE
Water Service	PW-01	1) \$100 increase to the 3/4" water tap fee effective on 1/1/09. 2) Re-allocates 25 cents per MCF in sewer fund from the water fund to the sewer fund effective 1/1/09.	Per Ordinance 64-09: current rate is \$4.05 per MCF 2010 re-allocated 25 cents from water to sewer = \$3.80 per MCF.	no change.	Per 2012 CIP (Ord 56-11) 2012 re-allocates .25 cents from water to sewer = \$3.55 per MCF. 2013 = \$3.30	no change. Tap fee increase in separate legislation for 2013.	No change.		
Sanitary Sewer Service	PW-02	1) Re-allocates 25 cents per MCF in sewer fund from the water fund to the sewer fund effective 1/1/09. 2) \$100 increase to the 3/4" tap fee effective 1/1/09. 3) Increase the sewer user charges by 25 cents per MCF effective 1/1/09.	Per Ordinance 64-09: current rate is \$9.35 per MCF 2010 re-allocated 25 cents from water; 2010 increase fee 25 cents to \$9.85 per MCF; 2011 increase fee 25 cents to \$10.10 per MCF.	Per Ordinance 64-09 increase fee 25 cents to \$10.10 per MCF.	Per 2012 CIP (Ord 56-11) 2012 re-allocates .25 cents from water to sewer = \$10.35 per MCF. 2013 = \$10.60	no change for 2013. .50 per MCF increase anticipated in 2014, 2015, 2016, and 2017 Tap fee increase in separate legislation for 2013.	See Ord. 56-11.	X	
Storm Sewer Service	PW-03	no charge.	no charge.	no charge.	no charge.	no change.	no change.		
Reduce Collection Service- Residential	PW-04	no charge.	no charge.	no charge.	no charge.	no change.	no change.		
Recycling Collection Service	PW-05	no charge.	no charge.	no charge.	no charge.	no change.	no change.		
Street Sweeping	PW-06	no charge.	no charge.	no charge.	no charge.	no change.	no change.		
Spilled Load Clean-up	PW-07	\$55/hr plus costs (note A).	\$110/hr plus costs.	no change.	no change.	no change.	no change.		
Damaged Property Repair	PW-08	\$55/hr plus costs.	\$110/hr plus costs.	no change.	no change.	no change.	no change.		
Fire Hydrant Permit	PW-09	\$70 (see note B.)	\$85 (see note B.)	no change.	\$105 (see note B.)	no change.	no change due to services being limited.		
Fuel Surcharge	PW-10	\$.08 (gallon gasoline)	no change.	no change.	\$.08/gallon diesel or unleaded; \$.50/GGE compressed natural gas (see note C).	\$.08/gallon diesel or unleaded; \$.51/GGE compressed natural gas (see note C).	no change.		
Salt Surcharge	PW-11	n/a	n/a	\$1.45 per ton	no change.	no change.	no change.		
Special Telecommunications ROW Permit	AD-03	\$790	\$665	\$600	no change.	no change.	\$620	X	
General Telecommunications ROW Permit	AD-04	\$1,330	\$665	\$710	no change.	no change.	\$730	X	

NOTE:
 A- Ordinance #28-86, passed May 4, 1998 established penalties for placing mud and other construction debris in the road and enables the City to charge a fee for clean-up (see spilled load clean-up fees.)
 B- Fee to be doubled if City required to pump hydrant. Due to changes made by the City of Columbus, this service is very limited.
 C- Fee to be effective on July 1, 2013 to give adequate notice of the fee increase to users.

City of Dublin
 Cost Study Update-Recap
 Public Service
 Parks & Open Space

SERVICE	Service #	2008	2010	2011	2012	2013	(SUGGESTED) PROPOSED FEE (effective 1-1-2014)		1-1-2014	1-1-2014
		Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	Approved Fee	INCREASE	DECREASE
Cemetery Maintenance	PK-01	\$660 resident. \$1,850 non-resident.	no change.	no change.	no change.	no change.	no change.	no change.		
Cemetery Lot Sale	PK-02	\$150	no change.	\$160 (1)	no change.	no change.	no change.	no change.		
Columbarium Niche (NEW)	PK-02A	N/A	N/A	N/A	N/A	N/A	\$1,700 Res (2) \$2,400 Non-Res (up to two (2) cremations per niche)		NEW	
Interment Service	PK-03	\$290	weekday - \$380 After hours/weekend - \$570	no change.	no change.	no change.	weekday - \$390 After hours/weekend - \$580		X	
Interment Service (NEW) *	PK-03A	N/A	N/A	N/A	N/A	N/A	weekday - \$100 After hours/weekend - \$150		NEW	
Monument Foundation Service	PK-04	\$1.60 per sq. inch.	\$1.80 per sq. inch	no change.	no change.	no change.	no change.			
Niche Engraving (NEW)	PK-04A	N/A	N/A	N/A	N/A	N/A	\$150		NEW	
Veterans Marker Service	PK-05	\$0 - no charge.	no change.	no change.	no change.	no change.	no change.			
Business District Maintenance	PK-06	\$0 - no charge.	no change.	no change.	no change.	no change.	no change.			

* - the act of putting cremains into the columbarium.

SERVICE	Service #	Proposed Modification in Policy Direction (effective 1-1-2010)	APPROVED FEE				PROPOSED FEE (effective 1-1-2014)	1-1-2014 BASELINE	1-1-2014 BASELINE
			2010	2011	2012	2013			
Youth & Adult Sports Programs	RC-01		no change.	no change.	no change.	no change.	see note 1.		
Adult Recreation Classes	RC-02		no change.	no change.	no change.	no change.	see note 1.		
Team Recreation Classes / Camps	RC-03		no change.	no change.	no change.	no change.	see note 1.		
Pre-School & Youth Recreation Classes	RC-04		no change.	no change.	no change.	no change.	see note 1.		
Preschool Camps	RC-05		n/a	n/a	n/a	no change.	see note 1.		
Preschool & Youth Camps	RC-06		no change.	no change.	no change.	no change.	see note 1.		
Team Camps	RC-07		n/a	n/a	n/a	no change.	see note 1.		
Special Needs Programs	RC-08		no change.	no change.	no change.	no change.	see note 1.		
Fitness/Recreation Classes	RC-09		no change.	no change.	no change.	no change.	see note 1.		
Theater Classes & Camps	RC-10		no change.	no change.	no change.	no change.	see note 1.		
Pool Recreation Classes	RC-11		no change.	no change.	no change.	no change.	see note 1.		
Recreational Swimming-Outdoor Pool	RC-12		no change.	no change.	no change.	no change.	see note 1.		
Swimming Lessons	RC-13		no change.	no change.	no change.	no change.	see note 1.		
Swim Team	RC-14		no change.	no change.	no change.	no change.	see note 1.		
Commission Services	RC-15		no change.	no change.	no change.	no change.	see note 1.		
Senior Citizen Recreation Programs	RC-16		increase non-resident fees from \$12 to \$16. No fee increase for residents.	increase non-resident fees from \$12 to \$20. No fee increase for residents.	no change.	no change.	see note 1.		
Outdoor Recreation Service (weekend Park Reservation Service)	RC-17		no change.	no change.	no change.	no change.	see note 1.		
Athletic Field Usage/Facility (baseball, softball, soccer)	RC-18		Non-resident participant - \$18 per Spring or Fall session or \$36/yr.	Non-resident participant - \$18 per Spring or Fall session or \$36/yr.	Non-resident participant - \$30 per Spring or Fall session or \$60/yr.	no change.	see note 1.		
DCRC - Pizzas	RC-19		no change.	no change.	no change.	no change.	see note 1.		
DCRC - Bicycling	RC-20		no change.	no change.	no change.	no change.	see note 1.		
DCRC - Lap Lane Rental	RC-21		no change.	no change.	Per hour fee increase for pool lap lanes. See Ordinance 54-11.	no change.	see note 1.		
Indoor Recreation Service (weekend Community Hall Rental)	RC-22		Fees increased.	no change.	Extended hours proposed for Sunday night rentals pending staff and facility availability.	no change (see note 2)	see note 1.	X	
Theater Rental	RC-23		no change.	no change.	Extended hours proposed for Sunday night rentals pending staff and facility availability.	no change.	see note 1.		

Notes:
1- Fees to be set in compliance with established target recovery ratios.

A ten percent (10%) discount applies for Community Recreation Center (DCRC) members to programs held inside the DCRC facility (excludes camps and aerobics classes).

Appendix I





2014 City of Dublin Community Event Guidebook

Provided by:
City of Dublin
Events Administration
6555 Shier Rings Rd.
Dublin, OH 43016-8716
614-410-4545

*Available online at <http://www.dublin.oh.us/cr/guidebook>
Updated November 2013*

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Welcome

We are pleased you have chosen Dublin as the site for your community event and are sure you will find a cooperative and friendly spirit among the businesses, merchants, employees and residents of Dublin.

A number of City departments are involved in the logistics necessary to produce a safe and successful community event. In addition, the City requires permits and approvals before an event may take place.

In an effort to simplify the application procedures for community event planners, the City of Dublin has prepared this guidebook. The staff of Events Administration is available to answer your questions to ensure a successful event.

Please note that the event organizer is responsible for fees and wages for all City services and staff as determined by the Community Event Committee. The event organizer may also be charged a rental fee for use of City facilities and an additional fee for lost or damaged City property. On approval by City Council, Dublin's Hotel/Motel Tax Fund may be available to help offset these and other costs associated with your event, should you choose to apply.

Please feel free to call me at Events Administration at 614-410-4545 once you've had the opportunity to review the enclosed information.

Here's wishing you a great event!

Sincerely,

Terry Schimmoller
Community Event Liaison
Events Administration
City of Dublin

Community Event Permit Process At-a-Glance

Every event must go through the permit process whether it is a new or annual event.

Definition of an Event:

Event means any festival, concert, parade, public performance or announced public gathering held on a public street, right-of-way or public property. Events in which the public is invited on private property which may affect public safety, health or welfare by their impact on surrounding public or private property or which may involve an improper use of the property under other City ordinances, such as zoning restrictions, may be deemed an event for the purpose of this ordinance.

Definition of a Community Event:

Generally, a Community Celebration is any activity/event held in conjunction with four recognized community-wide events: St. Patrick's Day Celebration, The Memorial Tournament, Independence Day and the Dublin Irish Festival.

Affected dates. A Community Celebration may only take place during the days of the events listed above.

Substitutions. There will be no substitute dates or additional events where Community Celebrations may take place under this policy.

Purpose -- The purpose of providing special permits to Community Celebrations is to promote community-wide activities celebrating these four events and to expand community involvement in the City of Dublin's signature celebrations.

Step One: Community Event Permit Application & Guidebook

- Complete and return the City of Dublin Community Event Permit Application at least ninety (90) days prior to the event. Use this Guidebook as a reference to complete the application.
- The Community Event Committee will review a Permit Application packet only if all forms are completed and all necessary information and supporting documents are included.

Step Two: Community Event Committee Meeting

- When a completed Permit Application has been received, a representative of Dublin Events Administration will schedule your attendance at a Community Event Committee meeting, generally held on Thursday mornings anywhere from 90 to 45 days before your event date.
- If, after meeting with the Community Event Committee, the completed Permit Application is approved, the event organizer will receive a Community Event Permit listing the specific requirements that have been met to hold the event.

Community Event Administrative Policy

Community Event Committee: The Community Event Committee consists of City of Dublin staff representing the various departments that may provide a service during an event. These committee members review the Community Event Permit Application and offer suggestions and recommendations for approval or denial. The Community Event Committee will meet at least once with the applicant.

Permit required; exception:

No person shall engage, participate in, aid, form or start an event unless a permit is obtained from the City of Dublin Events Administration. This section shall not apply to the following:

- Funeral processions supervised by a licensed mortuary
- Picketing as permitted by City ordinance
- Or other event as approved by the City

Issue of permit; conditions:

Criteria of Issuance of a Community Event Permit. The Director of Events Administration, using the recommendations of the Community Event Committee, shall issue a permit for a proposed event unless he/she finds:

- A. The Permit Application is not complete in all material respects and all information contained in the application does not accurately reflect the knowledge of the applying organization/individual
- B. The Permit Application was not completed and returned to Events Administration within the required time frame (90 days prior to event); and no waiver from this requirement has been granted
- C. The conduct of the event will substantially interrupt the safe and orderly movement of other traffic contiguous to its route
- D. The conduct of the event will require the diversion of so great a number of other City employees, such as Police, Parks or Streets & Utilities staff, in that adequate staff is not available to complete City assignments
- E. The concentration of persons, equipment, vehicles or animals at the event or assembly sites will substantially interfere with adequate fire and police protection of, or emergency medical service to, areas near such sites
- F. The conduct of the event is reasonably likely to result in violence to persons or property, causing serious harm to the public
- G. The number of events will require the diversion of so great a number of City employees that adequate staff is not available to complete City assignments
- H. The event is to be held for the primary purpose of advertising a product, goods, or services, and is designed to be held primarily for profit
- I. The event site or route will cause too great a disturbance to surrounding residents and businesses
- J. The event site has been utilized in a recurring role in the past year and a determination has been made that the proposed use would be too disruptive to the residents or the natural landscaping
- K. The route has been utilized in a recurring role in the past year and a determination has been made that the proposed route would be too disruptive to residents or businesses
- L. The date or location of the event is in direct conflict with an existing event; or
- M. Any proposed use of public property, right-of-way or facilities will interfere with normal use of the property, right-of-way or facility by the City or the general use

Compliance with other laws. The granting of any Community Event Permit required by this policy shall not eliminate:

- Requirements for any business license or any other permits which may be prescribed by any other federal, state or local statutes, ordinances, rules or regulations;
- Compliance with any other applicable federal, state or local statutes ordinances, rules or regulations.

Notice of action on application:

The Director of Events Administration or designee shall normally act upon the Community Event Permit Application required by this policy within two weeks (10 business days) of all requirements being fulfilled, notifying the applicant of the decision. If the application is denied, the reasons shall be set forth in writing.

Approval of the Community Event Permit under alternative date, time, route or conditions:

The Director of Events Administration, in denying an application for a Community Event Permit under this policy, shall be empowered to authorize the conduct of the event on a date, at a time, over a route and under different conditions from that which were requested by the applicant.

Revocation of a Community Event Permit (prior to event occurrence):

A Community Event Permit may be revoked at the discretion of the Director of Events Administration upon consultation with the appropriate public safety forces when the health or safety of the public is threatened by an emergency, disorder or other unforeseen condition which has arisen.

Revocation of a Community Event Permit (during event occurrence):

A Community Event Permit may be revoked during an event. If a Community Event Permit is revoked, the event must be cancelled and activities must be terminated immediately. The Director of Events Administration or designee has the responsibility to revoke a permit for reasons of health, inclement weather, or public safety. This will be determined by the Director after consultation with the senior safety officer on-site and/or with the City Manager.

Enforcement of other laws:

Nothing contained in this document shall prohibit the authority of any officer to arrest a person engaged in any act or activity granted under this policy, if the conduct of such person violates the laws of the state, provision of this Code, or ordinances of the City, or unreasonably obstructs the public streets and sidewalks of the City, or if such person engaged in acts that cause or would tend to cause a breach of the peace.

Community Event Committee Members

Representatives from the following City departments attend the Community Event meetings as needed:

- Events Administration
- Police
- Streets & Utilities
- Parks
- Risk Management
- Code Enforcement
- Building Standards
- Engineering
- Recreation Services
- Washington Township Fire Dept.

City of Dublin Services & Support

In this section, all event services provided by the City of Dublin and Washington Township are defined.

Security and Safety Services

The Dublin Police will identify general security issues to consider at your community event. Police officers may be required for traffic control on public roadways and other safety concerns. A private security company may be hired for events on private property. The Dublin Police will work with event organizers to find what meets their specific security needs.

The event organizer will receive an estimate in advance for each potential scenario. Event organizers will normally be charged the following special duty rates for Police services:

- \$40.00 per hour for all officers, with a minimum of 3 hours billed per officer.

For events that require four or more officers, an event supervisor is required. For these special events charges will be:

- \$40.00 per hour for all officers, with a minimum of 3 hours billed per officer.
- \$46.00 per hour for event supervisor, with a minimum of 3 hours billed per supervisor.

In the event that not enough officers sign up to voluntarily work a special event, the event requires that officers be ordered to work, the City of Dublin is contractually required to pay all officers the City's overtime rate for any hours worked. That rate is currently:

- \$140.00 per hour for all officers, including supervisors, with a minimum of 3 hours billed per officer.

In addition, the following cancellation policy is included in our event estimates:

Any business or individual that has contracted for a special duty officer from the Dublin Police, who wishes to cancel the job must make notification to the Dublin Police or the individual officer at least one hour prior to the scheduled start of the job. If neither the Dublin Police nor the officer is contacted, or the cancellation is made less than an hour prior to the scheduled start of the job the business or individual will be billed for three (3) hours "show up" time for all officers scheduled to work. Contact to cancel a job may be made to the Dublin Police Communications Center 24 hours a day at: 614-889-1112.

First Aid and Emergency Services

The event organizer is responsible for making arrangements for first aid and emergency services to be provided on-site, if necessary. Washington Township Fire Department can provide on-site first aid services for a fee (this can be arranged at your Community Event Permit review meeting).

Washington Township Fire Department Emergency Medical Service (EMS) may be summoned by dialing 9-1-1 by cellular phone or land line. The direct-dial phone number of 614-766-1112 may also be used.

Traffic Control and Road Closures

Approval for use of City streets, alleys, sidewalks and parking lots is generally given through the Events Administration Director or designee. A parking plan for use of City, non-City, public and/or private lots should be included along with the days/times they are needed. If a shuttle will be used, indicate the route, and pick-up/drop-off points. For the City to allow for a road closure, the following must be considered: resident/business impact, detour routes, signage and notification, set up of barricades and directional signage, traffic control and safety.

Road Closures/ Lane Restrictions

The event organizer is responsible for maintaining a minimum 12-foot wide fire and emergency lane through all areas. Events Administration will notify the Washington Township Fire Department and Dublin Police of all road closures. If roads are to be closed or access to certain residents or businesses is restricted, the event organizer is responsible for preparing, printing and distributing a notification letter to all affected residents and businesses. Police Officers and/or Streets & Utilities staff may be required on-site to help with traffic control. For a fee, the Dublin Engineering can provide temporary no-parking signs, traffic cones, road barricades, etc., to secure the road closure. All road closures and lane restrictions will be set up and removed by City of Dublin staff.

In order for an event to request that a Dublin road be closed or lane restricted, the organizers must indicate their intention on the Community Event Permit Application 90 days prior to an event. Those applications that do not meet the following requirements will be denied road closure for their event:

- A list of the roads to be closed and corresponding intersections;
- A legible map of the closure areas and/or event site including placement of volunteers and personnel
 - *Please note that event personnel are required to wear safety vests or brightly colored apparel if they will be working on or near a public roadway*
- Proposed times and dates of the closure and reopening; and
- Any request for removal of on-street parking

Notification Letter to Affected Businesses and Residents

The City of Dublin may be able to provide mailing lists. If you need an address list, a written request listing all affected roads must be made to Events Administration at least six weeks before your event. (This written request can be submitted with your Permit Application.) All affected businesses and residents must receive a notification letter at least 30 days prior to the event. Failure to properly distribute the notification letter could result in cancellation of your Community Event Permit. Letter must receive approval from Events Administration prior to being mailed.

On-Street Parking Removal

If you wish to eliminate on-street parking during your event, you must indicate the request on the permit application. Temporary no-parking signs are available from Engineering for a fee. The event organizer is responsible for the collection and return of such signs at the conclusion of the event. If the temporary no-parking signs and stakes are not returned, a fee will be charged to the event organizer for City staff labor time to collect the signs.

Parking

Vehicles may not be parked or driven on sidewalks, bike paths or City-owned grass area without approval.

City property

The City of Dublin can provide temporary directional signage for event parking, reserved parking and handicapped parking.

Private parking

The City of Dublin can provide temporary directional signage for event parking and reserved parking to complement your parking plan.

Signage

Please describe and indicate the location of all on-site (City property only) directional and promotional signage to be used during and around your event on the Permit Application. Permission to post any sign on public property must be obtained prior to the display of any signs. These signs must be removed within 24 hours of the conclusion of your event. All signage must comply with current sign code regulations.

On-Site Signage

On-site community event signage to be used ONLY for the duration of the event, with the exception of banners, does not require a temporary sign permit but must be in compliance with Dublin code. On-site hanging banners require a temporary sign permit and may be erected for a maximum of 14 days. A temporary sign permit may be obtained from Code Enforcement, at 614-410-4647, and a copy must be submitted to Events Administration.

Directional Signage

A temporary sign permit also is required for placement of directional signs. Prohibited sign locations include: any public right of way; any location where the view of approaching and intersecting traffic would be obstructed; any private property sites without prior written authorization granted by the property owner; any site along the State Route 161 median strip.

Sanitation

Sanitation and maintaining an orderly, safe event is the responsibility of the event organizer.

Restrooms

The event organizer is responsible for providing and servicing portable restrooms during events when permanent facilities are not available or deemed not adequate by the Community Event Committee for the estimated size of your attendance. Please include provisions for people with disabilities. Restrooms in City parks and facilities will be cleaned, repaired and maintained by Parks custodial during your event. Fees may be incurred for this service.

Litter Prevention

The event organizer is responsible for maintaining the event in a clean and orderly condition both during and after the event. The event organizer may be required to rent a dumpster at his expense. The cost of any litter clean up beyond normal daily routine will be charged to the event.

Litter containers are available through Keep Franklin County Beautiful, Inc., located on the west side of Columbus. Call 614-485-9007 to arrange purchase and pick up. Recycling containers may be available from the Solid Waste Authority of Central Ohio (SWACO), 614-871-5100, 4239 London-Groveport Rd. in Grove City. If the event is held on City property, the City may require the event organizer to secure a dumpster with size and placement to be determined by the City.

Fees for City Services & Equipment

If the event organizer requests City services or if the Community Event Committee has determined that City services are necessary to hold a safe and successful event in the City of Dublin, the event organizer will be invoiced for those services at the conclusion of the event. In addition, fees will be assessed for use of City equipment.

An estimate of the cost of City services and equipment will be provided to the event organizer after the initial meeting with the Community Event Committee. This estimate could be affected by weather, changes made by the event organizer, crowd size and other factors.

After the event, Dublin Finance will send the event organizer an invoice outlining the cost of the services provided by the City. Payment is due upon receipt.

Building Inspections, Tents, Temporary Structures & Electrical Issues

Dublin Building Standards and the Washington Township Fire Department welcome the opportunity to work with you to make certain that all safety issues are addressed and liability issues are minimized for your event. Please review the notes below to determine what services your event may require.

Tents

- Tents 200 square feet or larger will not be erected, maintained or used without a permit from the Washington Township Fire Department. A Flame Resistant Certificate for the tent must be submitted to the Washington Township Fire Department, located at 6200 Eiterman Rd., for the issuance of a permit. There is a cost for the permit. A check made payable to the Washington Township Fire Department shall accompany the tent permit application. Please call 652-3920 if you have questions regarding tents.
- Each tent must have a minimum clearance of three feet surrounding it on all sides. In the case of multiple tents this means a total of six feet or more between each structure. Each tent must have a working fire extinguisher at the time of inspection and for the duration of the event.
- Ohio Utilities Protection Service (OUPS) must be contacted at 800-362-2764 at least 48 hours before tents are erected to mark area utilities. Proposed tent locations must be indicated on event application.

Temporary Structures

- A permit for temporary structures (sales trailers, etc.) must be secured through Dublin Building Standards. The permit cost is \$70. Event organizer must submit layout drawings of the event site attached to the Permit Application, or at a minimum of 30 days in advance of the event in triplicate to Dublin Building Standards, 5800 Shier Rings Road, Dublin, OH 43016. Information required includes location of tents, platforms and bleachers and the erection or modification of any building or structure. Drawings will indicate electrical, propane and plumbing service requirements for such items as special lighting, needs for cooking, portable generators, sound systems and portable toilets.
- Field inspections will be required to verify installation in accordance with approved plans. Please call Dublin Building Standards at 614-410-4680 at least 48 hours in advance of your event set-up to schedule your inspection. Set-up must be ready for inspection by 1 p.m. on the day before the event. Or, if the event takes place on Sunday or Monday, by 1 p.m. on Friday. After hours and weekend inspections are available for a fee of \$85 per hour for a minimum of three hours.
- All electrical and construction work must be done by Dublin-registered contractors. To become a registered contractor, contact Dublin Building Standards at 614-410-4670. Please note that all outdoor extension cords must be 3-prong UL listed extension cords.

Entertainment

Parades, Processions, Bike and Foot Races

City road closures for the use of parades, processions, bike and foot races, etc., must be indicated on the Permit Application and accompanied by a detailed suggested route map. The Director of Events Administration or designee will have final approval of the route. The Community Event Committee will work with you to determine the best route possible.

Fireworks

Fireworks permits are obtained from the Washington Township Fire Department, 6200 Eiterman Rd. The fire department and the Dublin Police both must approve fireworks sites. Contact shall be made with the fire department to review all fire code requirements concerning firework displays. A fee will be charged for the fireworks permit. Please attach a copy of the fireworks permit to the Permit Application.

Amusements & Attractions

Dublin Building Standards and Washington Township Fire Department must inspect all amusements and attractions, such as rides, inflatables and haunted houses. Rides also need to be inspected by the Ohio Department of Agriculture.

Noise Ordinance

Individuals or organizations are solely responsible for ensuring that the event complies with ordinances of the City of Dublin. The complete Noise Ordinance is viewable on the City's Web site at www.dublin.oh.us.

Individuals or organizations must not create noise that can be clearly heard from a distance of 50 feet and is disruptive to any person of normal sensitivity.

Construction operations shall only take place between 7 a.m. and 9 p.m. Requests may be made to the City Manager to extend these hours on a project-by-project basis.

The loading and unloading of commercial waste containers may only take place between 7 a.m. and 9 p.m. if the container is located within 500 yards of a residential area. Inappropriate creation of noise or violation of construction and commercial waste removal hours are subject to penalty.

Noise violation exceptions include:

- Construction operations conducted by the City of Dublin
- Operation of safety/emergency equipment, warning sirens & emergency vehicles
- Sound emanating from scheduled events conducted, sponsored, or permitted by the City of Dublin and Dublin City Schools
- Emergency work authorized by the City of Dublin

Food & Beverage

Health and licensing requirements apply to all food/beverage sales. A permit must be obtained from the Franklin County Health Department only when a sale price is associated with the exchange of food or beverages. Food served free of charge or free with the option to donate an unidentified amount, does not require a permit or license.

The Temporary Food Service Permit cost is \$25 per day for up to five days for 2014. Health and licensing inspectors will visit the event and have the authority to close any food/beverage sales operation not in compliance with Health and Licensing regulations. All permits must be clearly displayed. Ohio and Dublin Fire Codes do not permit cooking inside tents. For further information on food and beverage guidelines, please call the Franklin County Health Department at 614-462-3160 or visit www.myfcph.org.

The type of permits and fees may vary for events that occur in Dublin but outside of Franklin County (i.e. Delaware or Union counties.)

Alcohol

A Special Events Liquor Permit must be obtained from the State of Ohio Liquor Control Department at least 15 days prior to the event. For further permit information, contact the State of Ohio Liquor Control Department at 614-387-7407 or www.com.ohio.gov/liqr/. Please attach a copy of the permit and/or the license to the community event application.

If the event location is on City property, a written request for the use of alcohol must be submitted to City Council for review at least 90 days prior to the event and after obtaining conditional approval for a Community Event Permit by the Community Event Committee. Please send a copy of the written request to the Director of Events Administration.

The event organizer is responsible for checking the identification of all persons being served alcohol and for ensuring all persons acting as servers are age 21 or older. It is also the volunteer servers' responsibility to make sure that intoxicated persons are not served. If the event is sponsored or co-sponsored by the City of Dublin, or it is held on City property, a list must be submitted with the names of the volunteer alcohol servers. In addition, those named on the list will be required to attend an education session conducted by Dublin Police prior to serving (additional cost may apply). Included in this session will be an overview of the liquor laws and the individual's liability in enforcing them. Even if the City is not a co-sponsor, the educational seminar for servers is encouraged.

Proof of Liquor Liability Insurance in the minimum amount of one million dollars on an "occurrence" basis, naming the City of Dublin as an additional insured is required if the sponsoring organization and/or server is in the business of distributing/selling alcohol. A copy of the certificate must be provided to Events Administration at least 30 days prior to event. Event organizers must comply with all Ohio laws.

City Properties

Event organizers may secure park facilities, shelter houses and grill areas by completing and submitting a Request Form found at www.dublin.oh.us/recreation/rental/ or by calling the Dublin Community Recreation Center at 614-410-4550. All rules and regulations provided for City parks must be followed. Due to increased demand for City parks as community event sites, please reserve space for your event as early as possible.

City Parks & Facilities

Following are the fees to rent park facilities:

- Reservation and use of ball diamonds, athletic field lighting and light towers:
Reservation Fee - \$50 per diamond daily Non-profit/ \$100 For-profit
Use of lighting - \$6 per diamond hourly
- Reservation and use of all Scioto Park and Coffman Park shelter houses and amphitheaters, and the Coffman Park Pavilion per hour:

Shelter houses -	\$5 Residents/\$12.50 Non-residents
Coffman Park Pavilion -	\$12.50/hr or \$100/day Residents (+\$100 refundable deposit)
& Amberleigh Pk Pav	\$25/hr or \$200/day Non-residents (+\$100 refundable deposit)
Amphitheater -	\$10/hr Residents/\$20/hr Non-residents for Community Stage

Please note these park rules:*

- No alcoholic beverages permitted in City parks, excluding identified City celebrations
- Pets must be on a leash
- Fires permitted in grills only
- Use trash receptacles provided
- Park hours are normally from dawn to dark unless prior approval is granted
- * *Other accommodations may be made through the permit process if necessary.*

Post-Event Site Evaluation

Permit holders not returning the park(s) in the same condition as it was secured before their event shall be billed for clean up or repair services as recommended by Parks staff. Clean-up costs are calculated at \$100 per hour/per person.

A post-event site evaluation will focus on these items:

- Have all event-related items (blocks, lumber, chairs, tables, signs, etc.) been removed?
- Have all tent stake holes been patched or repaired?
- Has all trash been picked up and removed?
- Has the water feature/fountain been cleared of debris?
- Have all hard surfaces been cleared of stains?
- Have any trees, shrubs, flowers, or turf been damaged?
- Have any light poles, park furniture, sculpture, or water feature/fountain been damaged?
- Has the irrigation system been damaged?
- Have all electric panels and outlets been closed and secured?
- Has the area been cleared of all animal waste?

Community Event Equipment Rental Policy

The City of Dublin has a portable stage available for rental for community events. The stage is only available for rental within 25 miles of Dublin. Full payment of stage rental and labor must be made at least 2 weeks in advance.

Equipment Rental Fees

<u>Equipment</u>	<u>Cost Per Day</u>
Mobile Stage (Showmobile) - with or without stage extensions	\$ 750 (plus labor)
Labor - delivery, set-up, tear-down	\$ 900

Reservations

Priorities in reserving the stage are:

- City of Dublin Events Administration
- Other City of Dublin departments/divisions
- City of Dublin non-profit, community and service organizations
- City of Dublin businesses
- Non-profit organizations within 25 miles of the City of Dublin.

Reservations will be taken beginning every January for the current year. The City of Dublin Events Administration reserves the right to refuse rental of the stage for any event deemed a potential hazard to the stage or its operators, or any event deemed not in the best interest of the City of Dublin or general public. A reservation form is available at www.dublin.oh.us/cr/guidebook/. The stage is not available for individual use/rental.

Rules & Regulations

It is understood that the group or organization using the Mobile Stage will comply with the laws of the State of Ohio, the City of Dublin, and the following rules set forth by Events Administration:

- The stage will not be altered in any way (including hard wiring into the electrical box).
- Groups will be responsible to see that no drugs or intoxicating liquors are used by persons on the stage.
- Groups will be responsible to see that all activities are properly controlled and supervised. Plans for program, supervision and control will be asked to be seen prior to scheduled event. Groups are responsible for cleaning up the area following the event.
- Groups will assume responsibility and liability for all persons in attendance. The City of Dublin will require a certificate of insurance evidencing the liability protection of \$500,000 bodily injury and \$500,000 property damage with the City of Dublin shown as additional insured.
- Groups assume responsibility for any damage to the stage during the period of use.
- Detailed event schedule must be submitted at least one month prior to stage use outlining specific use of stage, performers and number of performers to use stage.
- Stage set-up location must be on hard surface such as concrete or asphalt (turf is not permitted).
- City of Dublin will not be liable for damage to concrete, asphalt or turf during delivery, set-up, tear-down, departure or any other time while the stage is being rented.
- The use of staples, nails or any type of tape or adhesive is not permitted to be attached to the stage.

Stage Delivery & Set-Up

The group requesting the stage shall have a representative present at site one (1) month prior to use to meet with the Events Administration representative who will be delivering unit to determine route to deliver stage and decide if route is adequate for delivery of stage. Location for set-up will be approved by City employee at this time.

The group requesting use of stage shall have a representative present at the site at the time the unit is scheduled to arrive. This representative is to direct placement of the stage and accept delivery. The stage will be delivered at the hour specified. Please make sure you allow for a minimum of three-hour set-up prior to the start of the event. The use of the stage extension requires additional set-up time. Any additional time needed, such as sound and light set-up and takedown for performers, must be included within the time specified on the application.

City employees will not be responsible for, nor will assist in set-up of any other equipment other than the stage. For multi-day events, a representative of Dublin Parks will determine prior to rental whether it is necessary that the stage be removed from the site each day. If stage is not kept overnight, the renter will cover labor costs for removal and delivery for next day's use. If stage is stored on site overnight, a certified security guard is required to be on site with the stage.

Cancellation

Cancellation on part of the lessee must be made no later than 48 hours prior to the event. Arrangements must be made during normal business hours. One-half of the fee will be refunded.

In the case of inclement weather, rental fee will be refunded if cancellation is made prior to stage leaving its storage area. In the event of inclement weather where no cancellation is made until stage arrives at the site, lessee will be refunded 1/4 of daily amount paid. In the event the stage is set-up prior to cancellation decision is made, the daily fee is not refunded.

In the event that for any reason Dublin Events Administration cannot fulfill any part of the agreement, the Lessee recovery is limited to full refund only; the City shall have no further responsibility.

Insurance Coverage Requirement

Event organizers will be responsible for any and all damages caused by their organization, volunteers, employees, participants and spectators. In order to protect the City against financial loss arising from any incidents or accidents that may occur, the sponsoring organization, permit holder or host establishment may be required to obtain a comprehensive general liability insurance policy for bodily injury and property damage arising for the event.

See attached City of Dublin Event Insurance Guidelines.

This requirement may be waived when it is necessary to comply with any federal, state, or local law, statute, regulation or constitutional provision. In addition, the City, in its sole discretion, may waive the insurance requirement.

Indemnity/Hold Harmless Agreement

The Hold Harmless-Indemnification Agreement in the Permit Application must be signed by an authorized representative of the sponsoring organization.

Americans With Disabilities Act

The City of Dublin strives to make its programs, services and activities accessible to qualified individuals with disabilities. In that regard, the City suggests that you make reasonable modifications to the programs, services and activities of your event to insure accessibility to such individuals.

Hotel/Motel Tax Fund

A Hotel/Motel Tax or “Bed Tax” fund has been created to offset the costs of qualifying community events. It is distributed on a first-come, first-served qualified basis on the recommendation of the Finance Committee with the approval of City Council. Refer to the enclosed brochure for application details.



**CITY OF DUBLIN
ADMINISTRATIVE ORDERS
OF THE CITY MANAGER**

Administrative Order 5.12
TO: Director of Finance and Director of Community Relations
FROM: Jane S. Brautigam, City Manager
SUBJECT: Policy & Fee Schedule Governing the Rental of City Equipment for Special Events and Fees for Related City Services
DATE: January 7, 2003
Supersedes and Replaces Administrative Order dated 12/01/00

I. PURPOSE

The purpose of this Administrative Order is to establish a fee schedule and a policy governing the rental of City special events equipment. Any questions or inquiries regarding this Administrative Order should be directed to the Department of Finance or Community Relations.

II. POLICY

In an effort to recover the costs of "wear and tear" on City equipment when rented for special events, other than those events listed in Ordinance 33-95, Section 5, the attached fee structure is hereby adopted. The list of equipment identified in the attached fee schedule is subject to change as items are purchased or retired and equipment inventories are updated.

It is the policy of the City that equipment may be rented by Dublin residents and special event organizers whose events take place in the City of Dublin. Non-residents or organizers whose events will be held outside the City of Dublin may also rent such equipment, however, such individuals or organizations must receive special approval from the City Manager and/or Director of Community Relations prior to rental of the City equipment. For the purpose of safety, and to preserve the integrity of City equipment, the City Manager and/or Director of Community Relations reserves the right to require anyone renting City equipment to pay the required fee for City employees to deliver and pick-up, set-up and tear-down the equipment being rented as well as accompany the equipment at all times. Special Event Organizers are responsible for obtaining any and all applicable building permits related to movement, set-up or teardown of rented equipment. A pre-

rental and post-rental checklist will be completed by City Staff to verify the condition of the equipment before and after each use.

III. FEE SCHEDULE

The attached fee schedule applies to equipment rented from the City. Dublin Community Relations is responsible for verifying that equipment is returned in proper condition. If the rented equipment is returned damaged, the individual or organization shall be responsible for the cost of repair or replacement of the equipment, at current replacement cost. Any equipment returned late may incur an additional rental fee. The attached Equipment Rental Form shall be completed prior to the release of the equipment. Equipment rental fees, and any staff time necessary to execute equipment rental, will be invoiced by the City's Department of Finance, along with any other costs for City services, to the event organizer subsequent to the special event taking place.

When equipment is rented pursuant to Section II of this Administrative Order for events that are not sponsored or supported by Dublin Community Relations, the attached equipment Rental Form shall be completed prior to the release of the equipment, and all rental fees shall be collected prior to the equipment leaving the premises.

IV. FEE WAIVERS AND ADJUSTMENTS

Fee waivers and/or adjustments may be made at the discretion of the City Manager to a maximum of \$750 for equipment rental and staff time necessary to execute equipment rental.

For fee waivers or adjustments in excess of \$750 the City Manager may recommend waivers or fee adjustments to City Council pursuant to the provisions of Ordinance 33-95, Section 4.



CITY OF DUBLIN

Division of Human Resources
5200 Emerald Parkway • Dublin, OH 43017
Phone: 614-410-4400 • Fax: 614-761-2965

City of Dublin Community Event Insurance Guidelines

The following insurance guidelines shall apply when a festival/event is held on public property and involves:

- Expected attendance of 500 or more people;
- The display of fireworks;
- The sale of alcoholic beverages;
- The operation of carnival rides;
- Races/marathons/sporting events on public roads/parks

The applicant/event producer must comply with the following insurance requirements to be considered for a festival/event permit. The applicant/event producer and the vendors that are contracted by them must purchase and maintain, for the duration of event including setup and dismantling, the following types of insurance at their expense:

1. **GENERAL LIABILITY INSURANCE-** If the applicant is a business or group, a commercial general liability insurance policy, or its equivalent, written on an occurrence basis, with a minimum of \$1,000,000 combined single limit of liability per occurrence for bodily injury, personal injury, or property damage is required. If food or beverages are to be served, then product liability coverage must also be included with a minimum of \$1,000,000 per occurrence.
 - a. Fireworks Displays. If the applicant/event producer intends to display fireworks, and obtains a pyrotechnics permit from the Washington Township Fire Department, or contracts with a pyrotechnic vendor who obtains the permit, then the minimum combined single limit of liability, for all pyrotechnics displays is \$2,000,000 per occurrence. The amount may be increased at the discretion of the City based on potential risk of the event. The company that actually launches the fireworks must provide a liability certificate of insurance for \$2,000,000 per occurrence, including the City of Dublin as an additional insured and listing the date(s) of the event.
 - b. Individual Applicant. If the applicant/event producer is not a business or group, but instead an applicant who is an individual, who expects more than 500 attendees to the event, and/or intends to serve or sell alcoholic beverages at the event, the applicant /event producer must provide proof of personal liability insurance in the amount of not less than \$500,000 combined single limit through either a homeowners policy or other liability insurance policy by submitting a certificate of insurance.
 - (1) If alcohol is served or sold by the individual, the certificate of insurance must specify that incidental/host liquor liability coverage applies for this particular event and specify the date of the event, unless the individual contracts with a City permitted alcohol vendor to serve the alcohol.

- (2) It is recommended that the individual applicant use the services of City permitted alcoholic beverage caterer* to serve the alcohol. In such cases, the individual applicant must provide a certificate of insurance from the permitted caterer evidencing liquor legal liability of \$1,000,000 per claim and aggregate. This certificate must list the City of Dublin as an additional insured.
 - c. Notice of Policy Cancellation. All insurance policies must state the City of Dublin will be notified at least ten (10) days in advance of any intent by the insurance company to cancel or non-renew the applicant/event producer's insurance coverage.
- 2. LIQUOR LEGAL LIABILITY INSURANCE- *If the applicant/event producer is a business or group and intends to serve alcoholic beverages at the event and applicant is in the business of manufacturing, distributing, selling, or serving alcoholic beverages, or uses the permitted alcoholic beverage caterer to serve alcoholic beverages, then liquor legal liability coverage must be purchased by the actual firm which serves or sells the alcohol. It can be endorsed to the commercial general liability insurance policy or purchased separately. The minimum acceptable limit of liability per occurrence and aggregate is \$1,000,000.***
- a. Host Liquor Liability Insurance- If the applicant/event producer is a business which will serve or sell alcoholic beverages at the event and is not in the business of manufacturing, distributing, selling, or serving alcoholic beverages, then the applicant/event producer's commercial general liability policy, required above, should not include the ISO Form CG 21500989 liquor liability exclusion amendatory endorsement, or similar exclusion limiting coverage for serving or selling alcoholic beverages.
- 3. OTHER-** The applicant/event producer and all vendors must list the City of Dublin as an additional insured for the event on all commercial general liability and liquor legal liability insurance policies.

The City reserves the right to require insurance of applicants/event producers and/or vendors for activities other than those specifically mentioned above, or to increase the minimum acceptable limits of liability with the reasonable notice to the applicant/event producer.

The certificate of insurance must be submitted with the City of Dublin Community Event Permit Application. Approval of insurance by the City does not in any way relieve or decrease the liability of the applicant/event producer or vendor. The City does not represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the applicant/event producer or vendor.

All insurance must be placed with insurance companies with an AM Best Rating of no less than B+VI unless otherwise approved by City's Risk Manager.

For further information regarding insurance, please contact:

Dublin Human Resources
 Risk Manager/Safety Administrator
 5200 Emerald Parkway
 Dublin, OH 43017 614-410-4400 ~ 1-800-647-1501

*Contact Risk Manager for current approved caterer list.

Appendix J



Curfew

Youths under age 13 should not be in or upon public streets, public places, places of amusement or entertainment, vacant lots, or other unsupervised places after 9 p.m. during the school year, and after 10 p.m. during the summer. Youths between ages 13 and 17 should not be in or upon public streets, public places, places of amusement or entertainment, vacant lots, or other unsupervised places between the hours of midnight and 4:30 a.m. Ordinance 109-88

Fireworks

It is unlawful for any person to possess fireworks in the City of Dublin unless authorized or licensed to do so by law. City Code follows that no person shall discharge, ignite or explode any fireworks in the City of Dublin. The sale of fireworks of any kind to a person under 18 years of age is prohibited.

Permissible devices and/or activities include snappers and party poppers, wire sparklers, snakes or glow worms, smoke devices and trick matches. These devices are permissible on your own private property pursuant to Dublin Code §93.24 (G) and (F). These devices are defined in Dublin Code §93.20. The relevant definitions are included below:

PARTY POPPER. A small plastic or paper item that contains not more than 16 milligrams of friction-sensitive explosive composition, that is ignited by pulling string protruding from the item, and from which paper streamers are expelled when the item is ignited.

SMOKE DEVICE. A tube or sphere that contains pyrotechnic composition that, upon ignition, produces white or colored smoke as the primary effect.

SNAKE OR GLOW WORM. A device that consists of a pressed pellet of pyrotechnic composition that produces a large, snake-like ash upon burning, which ash expands in length as the pellet burns.

SNAPPER. A small, paper-wrapped item that contains a minute quantity of explosive composition coated on small bits of sand, and that, when dropped, implodes.

TRICK MATCH. A kitchen or book match that is coated with a small quantity of explosive composition and that, upon ignition, produces a small report or a shower of sparks.

WIRE SPARKLER. A sparkler consisting of a wire or stick coated with a nonexplosive pyrotechnic mixture that produces a shower of sparks upon ignition and that contains no more than 100 grams of this mixture. Please consult Dublin Code §92.20 through §93.24, or contact the Dublin Police Department, if you have any questions regarding whether a device or activity is permissible. Code 1523.02

Noise

Individuals and entities must not create noise that is plainly audible at a distance of 50 feet and is disruptive to any person of normal sensitivity. The operation of lawn mowers and other landscaping equipment may only take place between 7 a.m. and 9 p.m.

Construction operations may only take place between 7 a.m. and 9 p.m. Requests may be made to the City Manager to extend these hours on a project-by-project basis. The loading and unloading of commercial waste containers may only take place between 7 a.m. and 9 p.m. if the container is located within 500 yards of a residential area.

Exceptions to this policy include:

Construction operations conducted by the City of Dublin;

Operation of safety and emergency equipment, warning systems and emergency vehicles;

Sound emanating from scheduled special events conducted or permitted by the City of Dublin and Dublin City Schools; or

Emergency work authorized by the City of Dublin.

Inappropriate creation of noise or violation of construction and commercial waste removal hours are subject to penalty.

To report noise violations resulting from construction crews or commercial waste haulers call the Dublin Code Enforcement Office at 614-410-4647.

Excessive noise during overnight hours caused by pets, neighborhood parties and motor vehicles or other acts of disorderly conduct should be reported to Dublin Police at 614-889-1112.

Parking

Commercial Vehicle

The parking of commercial vehicles is prohibited in residential districts unless the vehicle is enclosed in a garage, provided the garage door is no taller than nine feet in height. Exceptions exist for delivery purposes.

Recreational Vehicle

A recreational vehicle may be stored on a residential property provided it is fully enclosed by a structure so that it cannot be seen from an adjacent street.

No vehicles may be parked in a landscaped front, side or rear yard.

Guidelines for parking recreational vehicles in residential districts include:

A recreational vehicle may be located on a residential lot and outside of an enclosed structure for up to 72 hours in any 30-day period, provided the owner or person in charge of the vehicle is a guest of the resident(s) of that lot. In no case shall the vehicle be used for overnight sleeping or living.

Parking of recreational vehicles is prohibited within the public rights-of-way, any required side or rear yards and no-build/disturb zones.

All parking must be on a hard, paved surface. The above regulations also apply to other large recreational vehicles such as boats and trailered personal watercraft. For more information, contact Land Use and Long Range Planning at 614-410-4600.

Solicitations

For-Profit Organizations

All for-profit organizations must apply for and obtain a license for each individual member soliciting or peddling door to door from the Office of Code Enforcement. The license, when issued, must be worn conspicuously on the outer layer of clothing of each individual peddler or solicitor.

Not-for-Profit Organizations

All not-for-profit organizations must register with the Office of Code Enforcement and obtain a registration certificate to sell any product or seek funds or donations door to door. Larger groups may apply for a group permit. In this case, individual registration certificates will be distributed to group members.

All registration certificates must be carried with the individual at all times. Registration certificates explain the group's purpose and give a physical description of the corresponding individual member.

Activities Requiring No License or Registration:

People or groups seeking to disseminate any lawful message regarding a cause, issue, religion or political candidate without soliciting funds or donations.

Peddling or soliciting the purchase of or subscription to newspapers having their principal sale in the City of Dublin, Franklin County, Delaware County or Union County.

Peddling or soliciting only for wholesale delivery to merchants, manufacturers and other businesses or manufacturing establishments.

Peddling or soliciting on the invitation or request of the person contacted.

Peddling or soliciting conducted only to other members of the organization doing the peddling or soliciting.

Peddling or soliciting in the form of collections or contributions at the regular assemblies, meetings or services of any recognized charitable or religious not-for-profit organization.

No Peddler or Solicitor Stickers

Peddling and soliciting is prohibited in any manner or place between 9 p.m. and 9 a.m. or on any Sunday or holiday. Solicitation is limited to those houses not displaying a "No Peddlers or Solicitors Invited" sticker. Stickers may be obtained at no cost at the Dublin Municipal Building, 5200 Emerald Parkway.

Taxes

City Income Tax

The local income tax rate is 2 percent and applies to gross wages, salaries and other personal service compensation and net profits of Dublin businesses. The revenue generated from income tax is used to fund the majority of City-provided services and capital improvement projects completed by the City. Income tax revenue is allocated 75 percent to the General Fund and 25 percent to the Capital Improvements Tax Fund. The income tax revenue allocated to the Capital Improvements Fund can only be utilized for capital improvements.

Property Tax

Property tax rates vary by "taxing district." There are six different taxing districts in the City of Dublin; your taxing district is based upon where you live.

Hotel/Motel Tax

A 6 percent tax is levied on overnight stays in Dublin hotels/motels. This revenue is invested back into the community for special events and cultural activities. The Dublin Convention & Visitors Bureau and the Dublin Arts Council each receive approximately 25 percent of the annual revenue generated by the hotel/motel tax.

Sales Tax

A 6.75 percent sales tax is imposed on taxable purchases in Franklin County, 6.75 percent in Delaware County and 6.75 percent in Union County.

§ 153.156 COMMUNITY ACTIVITIES; SPECIAL EVENTS.

(A) A community activity or special event may be promoted by installing banners along the designated light poles within the historic district. The installation of these banners is coordinated through the Office of Special Events. All banners are a standard size, installed by the city and limited to a maximum of three colors.

(B) A community activity, as defined in § 153.151, shall be limited to a maximum of one off-site promotional sign. These signs are considered temporary signs, and a sign permit is required before installation. A temporary sign permit may be obtained from the Zoning Administrator or designee. The application and permit fees, as determined by Council, are included in the fee schedule available from the Planning Division. On-site community activity signage to be used ONLY for the duration of the event, with the exception of banners and gas-inflatable devices, does not require a permit. The city will provide and install standardized sandwich board for all off-site promotional signs. The event organizer is responsible for supplying paper or plastic signs which will be affixed to the sign posts.

(1) The event must be open to the public and be non-discriminatory. Free admission is not a requirement.

(2) Community activity promotional signage shall not contain any commercial advertising. If an organization is sponsoring the event, the title of the organization may be used on promotional signage.

(3) Promotional signs may not exceed six square feet in area and three feet in height.

(4) No more than three colors shall be included on such sign(s), including black and white.

(5) Such signs shall not be illuminated.

(6) Promotional signs shall not be displayed more than seven days immediately preceding the event and shall be removed no later than 24 hours following conclusion of the event.

(C) A special event, as defined in § 153.151, shall be entitled to a maximum of two off-site promotional signs and six directional signs. These signs are considered temporary signs, and a sign permit is required before installation. A temporary sign permit will be issued for a special event only after a special event application form has been filled out and approved by the Special Event Coordinator or designee. On-site special event signage to be used ONLY for the duration of the event, with the exception of banners and gas-inflatable devices, does not require a permit. The event coordinator is required to complete a special event application form which includes a description of the proposed promotional and directional sign package. The location and number of signs permitted will be determined on a case by case basis, not to exceed one off-site promotional sign, and six directional signs. The city will provide and install standardized sandwich boards for all off-site promotional and

directional signs. The event organizer will be responsible for supplying paper or plastic signs which will be affixed to the boards.

- (1) The event must be open to the public and be non-discriminatory. Free admission is not a requirement.
- (2) Special event promotional signage shall not contain any commercial advertising. If an organization is sponsoring the event, the title of the organization may be used on promotional signage.
- (3) Promotional signs may not exceed six square feet in area and three feet in height.
- (4) Promotional signs shall not be displayed more than seven days immediately preceding the event and shall be removed no later than 24 hours following conclusion of the event.
- (5) Directional signs may not exceed two square feet in area and one foot in height.
- (6) Directional signs shall be installed no more than 24 hours immediately preceding the event and shall be removed within 24 hours following conclusion of the event.
- (7) No more than three colors shall be included on such signs(s), including black and white.
- (8) Such signs shall not be illuminated.

('80 Code, § 1189.07) (Ord. 66-94, passed 3-20-95; Am. Ord. 103-95, passed 12-18-95) Penalty, see § 153.999

§ 115.07 BUSINESS HOURS RESTRICTED.

(A) No person shall peddle, solicit or conduct market research, door to door, at dwelling houses or businesses at random, on sidewalks or streets, at public places, at private meeting places or in any other manner or place in the municipality between 9:00 p.m. and 9:00 a.m. or on any Sunday or Holiday.

(B) This section does not apply to invitees or national charitable corporations licensed to do business in Ohio with recognized periods for campaigns, provided the organizations have been licensed to solicit by the City Manager.

('80 Code, § 717.07) (Ord. 86-88, passed 10-3-88) Penalty, see § 115.99

§ 132.03 DISORDERLY CONDUCT.

(A) No person shall recklessly cause inconvenience, annoyance or alarm to another, by doing any of the following:

(1) Engaging in fighting, in threatening harm to persons or property, or in violent or turbulent behavior;

(2) Making unreasonable noise or offensively coarse utterance, gesture or display, or communicating unwarranted and grossly abusive language to any person, which by its very utterance or usage inflicts injury or tends to incite an immediate breach of the peace;

(3) Insulting, taunting or challenging another, under circumstances in which such conduct is likely to provoke a violent response;

(4) Hindering or preventing the movement of persons on a public street, road, highway or right of way, or to, from, within or upon public or private property, so as to interfere with the rights of others, and by any act which serves no lawful and reasonable purpose of the offender;

(5) Creating a condition which is physically offensive to persons or which presents a risk of physical harm to persons or property, by any act which serves no lawful and reasonable purpose of the offender.

(6) Creating or causing the creation of noise so as to disturb or disrupt the peace and quiet of any reasonable person of normal sensitivity, including, but not limited to the following:

(a) The emission of sound in such a manner as to be plainly audible at a distance 50 feet from the building, structure, vehicle, equipment, machinery, animal or fowl from which the sound is emanating.

(b) Exemptions to division (a) include the following:

1. Sound emanating from scheduled events conducted, sponsored or permitted by the city or schools;

2. Construction operations occurring between the hours of 7:00 a.m. and 9:00 p.m., provided that all equipment is operated in accordance with the manufacturer's specifications and/or with all standard manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition;

3. Construction operations conducted by the city as approved by City Council;

4. The loading and/or unloading of commercial waste receptacles between the hours of 7:00 a.m. and 9:00 p.m. within 500 yards of any residentially zoned property;

5. Noise of safety signals, warning devices, emergency pressure relief valves, and church bells;

6. Noise resulting from any authorized emergency vehicle;

7. Lawn mowers and other similar motorized landscaping equipment used between 7:00 a.m. and 9:00 p.m. when operated with all the manufacturer's standard muffler and/or sound reducing equipment in use and in proper operating condition; and

8. Emergency work as authorized by the city.

(B) No person, while voluntarily intoxicated shall do either of the following:

(1) In a public place or in the presence of two or more persons, engage in conduct likely to be offensive or to cause inconvenience, annoyance or alarm to persons of ordinary sensibilities, which conduct the offender, if he were not intoxicated, should know is likely to have such effect on others;

(2) Engage in conduct or create a condition which presents a risk of physical harm to himself or another, or to the property of another.

(C) Violation of any statute or ordinance of which an element is operating a motor vehicle, locomotive, watercraft, aircraft or other vehicle while under the influence of alcohol or any drug of abuse, is not a violation of division (B) above.

(D) When to an ordinary observer a person appears to be intoxicated, it is probable cause to believe such person is voluntarily intoxicated for purposes of division (B) above.

(E) Whoever violates this section is guilty of disorderly conduct.

(1) Except as otherwise provided in division (E)(2) of this section, disorderly conduct is a minor misdemeanor.

(2) Disorderly conduct is a misdemeanor of the fourth degree if any of the following applies:

(a) The offender persists in disorderly conduct after reasonable warning or request to desist.

(b) The offense is committed in the vicinity of a school or in a school safety zone.

(c) The offense is committed in the presence of any law enforcement officer, firefighter, rescuer, medical person, emergency medical services person, or other authorized person who is engaged in the person's duties at the scene of a fire, accident, disaster, riot, or emergency of any kind.

(d) The offense is committed in the presence of any emergency facility person who is engaged in the person's duties in an emergency facility.

(F) For violations covered under division (A)(6) above, a person shall be guilty of a misdemeanor of the fourth degree for a second or subsequent offense, if less than 12 months have elapsed since the last offense of the same provision. Each day such offense is committed or continued shall constitute a separate offense and shall be punishable as such. Citations shall be issued to a person, firm or corporation and/or an individual present at the time of the alleged offense.

(Ord. 100-99, passed 9-20-99)

(G) As used in this section, SCHOOL, SCHOOL PREMISES and SCHOOL BUILDING have the same meanings as in R.C. § 2925.01.

(R.C. § 2917.11) ('80 Code, § 509.03) Penalty, see § 130.99

§ 132.08 CURFEW FOR MINORS.

(A) No minor under the age of 13 years shall loiter, idle, wander, stroll, or play in or upon the public streets or public places, places of amusement or entertainment, vacant lots, or other unsupervised places during the period after 9:00 p.m. during the school calendar year (including Sundays and holidays) and after 10:00 p.m. during the time of the year not within the school calendar year.

(B) No minor between the ages of 13 through 17 years shall loiter, idle, wander, stroll or play in or upon the public streets or other places, places of amusement and entertainment, vacant lots or unsupervised places between the hours of 12:00 a.m. midnight and 4:30 a.m. the following day.

(C) The provisions of this section do not apply to a minor accompanied by his parent, guardian or an adult person made responsible for the child by the parent, or where the minor is upon an emergency errand or legitimate business directed by his or her parent, guardian or other adult person made responsible for the child by the parent.

(D) Whoever violates this section is guilty of a misdemeanor of the fourth degree. Any parent, guardian or person having the legal custody and control of any minor violating this section is guilty of a minor misdemeanor.

(Ord. 29-81, passed 5-4-81; Am. Ord. 109-88, passed 12-19-88) Penalty, see § 130.99

§ 94.05 LITTERING.

(A) Definitions. For the purpose of this section, the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number. The word "shall" is always mandatory and not merely directory:

(1) AIRCRAFT. Any contrivance now known or hereafter invented, used or designed for navigation or for flight in the air, and includes but is not limited to helicopters and lighter-than-air dirigibles and balloons.

(2) AUTHORIZED PRIVATE RECEPTACLE. A litter storage and collection receptacle as required and authorized in this article.

(3) CITY. The City of Dublin.

(4) COMMERCIAL HANDBILL. Any newspaper or similar publication containing substantial amounts of matter advertising articles or things for sale or any businesses or services for profit which newspaper or similar publication is in normal course distributed without charge and without subscription therefore by the recipients, and includes, but is not limited to, any printed or written matter, any sample or device, dodger, circular, leaflet, pamphlet, booklet, paper or any other printed or otherwise reproduced original and copies of any matter or literature which:

(a) Advertises for sale any merchandise, product, commodity or things; or

(b) Directs attention to any business or mercantile or commercial establishment or activity for the purpose of either directly or indirectly promoting the interest thereof by sales; or

(c) Directs attention to or advertises any meeting, theatrical performance, exhibition or event of any kind, for which an admission fee is charged for the purpose of profit; or

(d) While containing reading matter other than advertising matter, is predominantly and essentially an advertisement and is distributed or circulated for advertising purposes or for private benefit and gain for any person so engaged as advertiser or distributor.

(5) LITTER. Garbage, refuse, and rubbish and all other waste material which, if thrown or deposited in a manner prohibited by this article, tends to create a danger to public health, safety and welfare or significantly reduces the aesthetic appearance of public or private property or the public right of way.

(6) LITTER RECEPTACLE. A dumpster, trash can, trash bin, garbage can or similar container in which litter is deposited for removal.

(7) NEWSPAPER. Any newspaper of general circulation as defined by general law, any newspaper duly entered with the Post Office Department of the United States, in accordance with

the federal statute or regulation, any newspaper filed and recorded with any recording officer as provided by general law and includes but is not limited to any newspaper, periodical or current magazine regularly published and sold to the public by subscription.

(8) NONCOMMERCIAL HANDBILL. Any printed or written matter, any sample or device, dodger, circular, leaflet, pamphlet, newspaper, magazine, paper booklet or any other printed or otherwise reproduced original or copies of any matter of literature not included in the definitions of a commercial handbill.

(9) PARK. A park, reservation, playground, recreation center or any other public area in the city owned or used by the city and devoted to recreation.

(10) PERSON. Any person, firm, partnership, association, corporation, company or organization of any kind.

(11) PRIVATE PREMISES. Any dwelling, house, building, multi-family structure or other structure designed or used either wholly or in part for private residential purposes, whether inhabited or temporarily or continuously uninhabited or vacant, and includes but is not limited to any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging or appurtenant to such dwelling, house building or other structure.

(12) PUBLIC PLACE. Any and all streets, sidewalks, boulevards, alleys or other public ways and any and all public parks, squares, spaces, grounds and buildings.

(13) REFUSE. All putrescible and nonputrescible solid wastes except body wastes, including garbage, rubbish, ashes, street cleanings, dead animals, abandoned, wrecked or junked vehicles or parts thereof and solid market and industrial wastes.

(14) RUBBISH. Nonputrescible solid wastes consisting of both combustible and noncombustible wastes, such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, leaves, metal, wood, glass, crockery, bedding and similar materials.

(15) RIGHT OF WAY. The entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.

(16) VEHICLE. Every device in, upon or by which any person or property is or may be transported or drawn upon a highway.

(B) Litter in public places. No person shall throw or deposit litter in or upon any street, sidewalk or other public place including freshwater streams, lakes, and ponds within the city except in public receptacles, or in authorized private receptacles for refuse, recycling or yard waste collection or as placed at the curb for chipper service, leaf service or other city sponsored collection service.

(C) Placement of litter in receptacles. Persons placing litter in public receptacles or in authorized private receptacles shall do so in such a manner as to prevent it from being carried, or deposited by the elements upon any street, sidewalk or other public place or upon private property.

(D) Depositing litter in gutters. No person shall sweep into or deposit in any gutter, street or other public place within the city the accumulation of litter from any public or private sidewalk or driveway or any building or lot. Persons owning or occupying property or places of business shall keep the sidewalk and parkway in front of their premises free of litter.

(E) Litter from a vehicle. No person, while a driver or passenger in a vehicle, shall throw or deposit litter upon any street or other public place within the city, or upon private property.

(F) Littering in parks. No person shall throw or deposit litter in any park within the city except in public receptacles and in such manner that the litter will be prevented from being carried or deposited by the elements upon any part of the park or upon any street or other public place. Where public receptacles are not provided, all litter shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere as provided in this article or as prescribed by other sections of the city's codified ordinances.

(G) Deposit of commercial handbills on public property. No person shall throw or deposit any commercial or noncommercial handbill in or upon any sidewalk, street or other public place within the city, nor shall any person hand out or distribute or sell any commercial handbill in any public place, but nothing in this section shall be deemed to prohibit any person from handing out or distributing on any sidewalk, street, or other public place within the city, without charge to the receiver thereof, any commercial handbill to any person willing to accept it.

(H) Handbills: placing on vehicles. No person shall throw or deposit any commercial or noncommercial handbill in or upon any vehicle, but it is not unlawful in any public place for a person to hand out or distribute without charge to the receiver thereof, a noncommercial handbill to any occupant of a vehicle who is willing to accept it.

(I) Handbills: deposited on posted property. No person shall throw, deposit or distribute any commercial or noncommercial handbill upon any private premises, if requested by any one thereon not to do so, or if there is placed on the premises in a conspicuous position near the entrance thereof, a sign bearing the words, "No Trespassing," "No Peddlers or Agents," "No Advertisement," or any similar notice, indicating in any manner that the occupants of said premises do not desire to have their right of privacy disturbed, or to have any handbill left upon such premises.

(J) Depositing handbill at inhabited premises: mail and newspapers. No person shall throw, deposit or distribute any commercial or noncommercial handbill in or upon private premises which are inhabited unless the handbill is so placed or deposited as to secure or prevent the handbill from being blown or drifted about the premises or sidewalks, streets or other public places, and except that mailboxes may not be so used when so prohibited by federal postal law or regulations. The provisions of

this section shall not apply to the distribution of mail by the United States nor of newspapers as defined by this article.

(K) Dropping litter from aircraft. No person in an aircraft shall throw out, drop or deposit within the city any litter, handbill or any other object.

(L) Deposit of litter on occupied private property. No person shall throw or deposit litter on any occupied private property within the city, whether owned by such person or not, except that the owner or person in control of private property may maintain authorized private receptacles or collection in such a manner that litter will be prevented from being carried or deposited by the elements upon any street, sidewalk, or other public place or upon any private property.

(M) Maintenance of litter free premises. The owner or person in control of any private property shall at all times maintain the premises free of litter; but this section shall not prohibit the storage or litter in authorized private receptacles for collection, or within any building when not in violation of any health, fire, building code or other regulation, order, ordinance or statute.

(N) Vacant lots. No person shall throw or deposit litter on any open or vacant private property within the city whether owned by such person or not. Vacant lots shall be kept free of litter at all times by the person responsible for the property.

(O) Business establishments: receptacles. Every person owning, or managing, or having charge, control or occupancy of any real property in the city, who maintains a receptacle designated for their use shall dispose of refuse in such a way that said receptacle shall not overflow and the refuse so deposited shall not circulate freely in the environment.

(P) Receptacles: sanitary conditions. Every person owning, or managing, or having charge, control or occupancy of any real property in the city who maintains litter receptacles shall maintain such containers and receptacles in good condition. No receptacle may have ragged or sharp edges or any other defect liable to hamper or injure the person depositing or collecting the contents thereof.

(Q) Unsightly premises. Every person owning, or managing, or having charge, control or occupancy of any real property in the city shall not allow any part of such property visible from the street of adjoining premises to become so unsightly or untidy as to substantially detract from the appearance of the immediate neighborhood or tend to threaten the safety and welfare of the immediate neighborhood.

(R) Abatement. All persons, firms, or corporations owning, leasing or occupying buildings, grounds, or lots are hereby required to remove rubbish, trash, weeds, or other accumulation of filth or debris which constitutes a hazard to the public health, safety and welfare, from buildings, grounds, lots, contiguous sidewalks, streets, and alleys.

(S) Notice of abatement: procedure. Any person, whether as principle, manager, agent or employees, of the owner, lessee or occupant of any building, grounds or lots who receive Notice to

Abate from the City Manager or his authorized representative will have five working days from the receipt of the Notice to Abate to abate litter as described in divisions (A) through (R) of this section.

(T) Copy of resolution to be served or published. A copy of the Notice to Abate adopted under division (S) of this section may be served personally or at the usual place of residence of such owner, occupant or person in charge of such land or by registered mail, or in lieu of such service, may be published for two consecutive weeks in a newspaper of general circulation in the city.

(U) Enforcement. In case of failure or refusal to comply with any such Notice of Abatement, the work required thereby may be done at the expense of the city and the amount of money expended therefor shall be a valid claim against the owner, occupant or person in charge and a lien upon such land which may be enforced by suit in any court of competent jurisdiction. Proceedings under this division shall not relieve any party defendant from criminal prosecution or punishment for violation of any other criminal law or ordinance in force within the city.

(V) Penalty.

(1) Any person violating any provisions of this section will be deemed guilty of a misdemeanor and subject to penalty.

(2) Each day such violation is committed or permitted to continue after the initial five working days to abate shall constitute a separate offense and shall be punishable as such hereunder.

(Ord. 29-98, passed 5-4-98) Penalty, see § 94.99

§ 134.04 PUBLIC GAMING.

(A) No person, while at a hotel, restaurant, tavern, store, arena, hall or other place of public accommodation, business, amusement or resort shall make a bet or play any game of chance.

(B) No person, being the owner or lessee, or having custody, control or supervision of a hotel, restaurant, tavern, store, arena, hall or other place of public accommodation, business, amusement or resort shall recklessly permit such premises to be used or occupied in violation of division (A) above.

(C) This section does not prohibit conduct in connection with gambling expressly permitted by law.

(D) Whoever violates this section is guilty of public gaming, a minor misdemeanor. If the offender has previously been convicted of any gambling offense, public gaming is a misdemeanor of the fourth degree.

(E) Premises used or occupied in violation of division (B) above constitute a nuisance subject to abatement pursuant to R.C. Chapter 3767.

(R.C. § 2915.04) ('80 Code, § 517.04) Penalty, see § 130.99

§ 93.21 PUBLIC EXHIBITION PERMIT REQUIRED.

(A) An exhibitor of fireworks licensed under R.C. §§ 3743.50 through 3743.55 who wishes to conduct a public fireworks exhibition shall apply for approval to conduct the exhibition to the Fire Chief or fire prevention officer and to the Police Chief or other similar chief law enforcement officer, or the designee of the Police Chief or other similar chief law enforcement officer, having jurisdiction over the premises.

(B) The approval required by division (A) of this section shall be evidenced by the Fire Chief or fire prevention officer and by the Police Chief or other similar chief law enforcement officer, or the designee of the Police Chief or similar chief law enforcement officer, signing a permit for the exhibition. Any exhibitor of fireworks who wishes to conduct a public fireworks exhibition may obtain a copy of the form from the State Fire Marshal or, if available, from the Fire Chief, a fire prevention officer, the Police Chief or other similar chief law enforcement officer, or a designee of the Police Chief or other similar chief law enforcement officer.

(C) Before a permit is signed and issued to a licensed exhibitor of fireworks, the Fire Chief or fire prevention officer, in consultation with the Police Chief or other similar chief law enforcement officer, or the designee of the Police Chief or other similar chief law enforcement officer, shall inspect the premises on which the exhibition will take place and shall determine that, in fact, the applicant for the permit is a licensed exhibitor of fireworks. Each applicant shall show his or her license as an exhibitor of fireworks to the Fire Chief or fire prevention officer.

(D) The Fire Chief or fire prevention officer and the Police Chief or other similar chief law enforcement officer, or the designee of the Police Chief or other similar chief law enforcement officer, shall give approval to conduct a public fireworks exhibition only if satisfied, based on the inspection, that the premises on which the exhibition will be conducted allow the exhibitor to comply with the rules adopted by the State Fire Marshal pursuant to R.C. § 3743.53(B) and (E) and that the applicant is, in fact, a licensed exhibitor of fireworks. The Fire Chief or fire prevention officer, in consultation with the Police Chief or other similar chief law enforcement officer or with the designee of the Police Chief or other similar chief law enforcement officer, may inspect the premises immediately prior to the exhibition to determine if the exhibitor has complied with the rules, and may revoke a permit for noncompliance with the rules.

(E) If the Legislative Authority has prescribed a fee for the issuance of a permit for a public fireworks exhibition, the Fire Chief or fire prevention officer and Police Chief or other similar chief law enforcement officer, or their designee, shall not issue a permit until the exhibitor pays the requisite fee.

(F) Each exhibitor shall provide an indemnity bond in the amount of at least one million dollars with surety satisfactory to the Fire Chief or fire prevention officer and to the Police Chief or other similar chief law enforcement officer, or the designee of the Police Chief or other similar chief law enforcement officer, conditioned for the payment of all final judgments that may be rendered against the exhibitor on account of injury, death, or loss to person or property emanating from the fireworks exhibitor, or proof of insurance coverage of at least one million dollars for liability arising from injury,

death, or loss of persons or property emanating from the fireworks exhibition. The Legislative Authority may require the exhibitor to provide an indemnity bond or proof of insurance coverage in amounts greater than those required by this division. The Fire Chief or fire prevention officer and Police Chief or other similar chief law enforcement officer, or their designee, shall not issue a permit until the exhibitor provides the bond or proof of the insurance coverage required by this division or by the Legislative Authority.

(G) Each permit for a fireworks exhibition issued by the Fire Chief or fire prevention officer and by the Police Chief or other similar chief law enforcement officer, or the designee of the Police Chief or other similar chief law enforcement officer, shall contain a distinct number, designate the municipality, and identify the certified fire safety inspector, Fire Chief, or fire prevention officer who will be present before, during and after the exhibition, where appropriate. A copy of each permit issued shall be forwarded by the Fire Chief or fire prevention officer and by the Police Chief or other similar chief law enforcement officer, or designee of the Police Chief or other similar chief law enforcement officer, issuing it to the State Fire Marshal. A permit is not transferable or assignable.

(H) The Fire Chief or fire prevention officer and Police Chief or other similar chief law enforcement officer, or designee of the Police Chief or other similar chief law enforcement officer, shall keep a record of issued permits for fireworks exhibitions. In this list, the Fire Chief, fire prevention officer, Police Chief or other similar chief law enforcement officer, or designee of the Police Chief or other similar chief law enforcement officer, shall list the name of the exhibitor, his or her license number, the premises on which the exhibition will be conducted, the date and time of the exhibition, and the number and political subdivision designation of the permit issued to the exhibitor for the exhibition.

(I) The Legislative Authority shall require that a certified fire safety inspector, Fire Chief or fire prevention officer be present before, during and after the exhibition, and shall require the certified fire safety inspector, Fire Chief or fire prevention officer to inspect the premises where the exhibition is to take place and determine whether the exhibition is in compliance with this chapter and Ohio R.C. Chapter 3743.

(R.C. § 3743.54) ('80 Code, § 1523.02)

Appendix K





Dublin Bicycle Ambassador

Volunteer Assignment Description

PURPOSE AND OBJECTIVE

The purpose of the Dublin Bicycle Ambassadors is to support initiatives that will increase use of the Dublin bike paths and bike lanes for fun, fitness and transportation. A Dublin Bicycle Ambassador (DBA) serves as an advocate, an authorized representative, and overall observer/reporter while biking on bike paths and lanes within the City of Dublin.

DUTIES AND RESPONSIBILITIES

Practice responsible, courteous and safe bicycling practices.

Observe and report: Observe user behavior, maintenance, trends and events. Report observations on web-based forums as assigned. When necessary, contact emergency line or designated personnel or programs.

Assist members of the public with wayfinding, biking etiquette and/or proactive information about paths in Dublin.

Acknowledge and when possible reward youth citizens for good bicycle behavior.

Assist with bike counts, bike advocacy activities and further the community's research efforts.

Serve as a positive role model and ambassador to the community.

SUPERVISION

Overall supervision for the tenure of DBAs is the Volunteer Administrator. However, day-to-day direction and supervision may come from DBA Staff Team Members from: City of Dublin Police, Washington Township, City Administration, Parks, or Planning Departments.

TIME COMMITMENT

Volunteers are required to commit to one-year of service and make a good faith effort to serve once per week.

REQUIREMENTS

Must be at least 16 years of age or older.

Must have own bicycle in good working condition and proper safety helmet.

Sign a City of Dublin Volunteer Waiver and Release, attest to being in the appropriate physical and mental condition for the assignment, and agree to policies and procedures as outlined.

Attend required training by The City of Dublin and Washington Township, including CPR and First Aid Training.

Notify the City of Dublin and complete appropriate process if an injury or accident to the DBA volunteer occurs.

While on duty, the DBA must:

- Wear a safety helmet, city-issued name badge and safety vest
- Follow proper bicycle etiquette and related ordinances while biking
- Represent the City of Dublin and Washington Township as an “Ambassador”

Must demonstrate the ability:

- To respect and relate to people of all ages, abilities and backgrounds
- To communicate effectively both orally and in writing
- To use web-based and mobile communication tools as outlined in training guidelines
- To gather and record factual information accurately
- To contact proper authorities when appropriate and follow direction given
- To follow guidelines as established by The City of Dublin and Washington Township

BENEFITS

- Opportunity to interact with citizens in a positive, proactive manner
- Utilize skills, past experiences and knowledge
- Make a positive impact on Dublin’s safety, health and environment
- Gain an understanding of local government practices and planning
- Further education by attend training and certifications offered
- Represent the community at speaking engagements and leadership events

As a Dublin Bicycle Ambassador (DBA), you are considered an authorized volunteer representative to the public. The Dublin community supports and expects that its public servants, paid or volunteer, are committed to the highest ideals, quality service, and proper conduct. By signing this Code of Conduct as a DBA, you are stating that you agree to the following conduct codes.

RESPECT FOR OTHERS WHILE SERVING AS A DBA

- I will respect the rights, dignity and worth of all citizens
- I will treat everyone equally regardless of age, gender, culture, background, ability or faith
- I will be a positive role model
- I will respect private and public property
- I will follow all City Ordinances related to parks, biking and traffic

ACT PROFESSIONALLY AND TAKE RESPONSIBILITY FOR MY ACTIONS AS A DBA

- I will take necessary steps to ensure that I am in the appropriate mental and physical condition to serve
- My language, manner, preparation, and follow through will demonstrate responsible standards
- I will display control, respect, dignity and professionalism
- I understand that I am forbidden to carry a weapon while serving as a DBA
- I will not drink alcohol or take illegal drugs before or while serving as a DBA or when wearing uniform
- I will not misrepresent myself as having any further authority other than that of a DBA
- I will refrain from any form of personal abuse towards citizens, including inappropriate or unwanted sexual advances on others, verbal, physical or emotional
- I will report any emergencies to the appropriate authorities
- I will practice responsible, courteous and safe bicycling practices
- I will avoid conflict of interest situations and refrain from actions that may be perceived as such

RESPECT FOR MY DBA ROLE

- I will accept assignments consistent with my interest, abilities, available time with an open mind and willingness to learn
- I will accept feedback from my supervisor(s) in order to do the best job possible
- I will provide feedback to my supervisor(s) in order to be a part of the best program possible
- I will comply with policies, procedures and agreement as outlined for DBAs
- I will not accept tips, request meals to be paid for or otherwise accept payment for my volunteer service
- I understand that failure to take responsibility to adhere to policies may cause my dismissal.

Signed: _____

Date: _____

AUGUST 2, 3 & 4 - 2013

FIDDLE FEST



Experience a world of music and the best of Irish dance, food, sports, art and culture. Visit DublinIrishFestival.org to see all of the activities.



LIKE IRELAND,
EXCEPT SMALLER

Dublin Irish Festival
is presented by:



City of Dublin

DublinIrishFestival.org

VOLUNTEER HANDBOOK

FESTIVAL DATES & HOURS

FRIDAY AUG. 2 **4 P.M. - MIDNIGHT**

SATURDAY AUG. 3 **11 A.M. - MIDNIGHT**

SUNDAY AUG. 4 **11 A.M. - 9 P.M.**
(GATES OPEN AT 9:45 A.M. FOR SUNDAY SERVICES)

FESTIVAL STAFF

The Dublin Irish Festival is produced by the City of Dublin, Events Administration, with the assistance of all departments and the support of Dublin City Council.

Dublin City Council

Mayor: Tim Lecklider

Vice Mayor: Amy Salay

Council Members: Cathy A. Boring, Marilee Chinnici-Zuercher, Rick Gerber, Michael H. Keenan and John Reiner

City Manager

Marsha Grigsby

Administrative Services Director

Michelle L. Crandall

Festival Director

Alison LeRoy

Event Marketing Administrator

Mary Jo DiSalvo

Event Production Administrator

Trish Lackey

Event Support

Carina Dacierno, Terry Schimmoller, Sharon Hague, Barbara Burkholder, Jeremy Gerstacker, Libby Montgomery, Sara O'Malley

Event Assistants

Kelly Kirkland, Amanda Etchison, Ryan Billings, Kiersten Kollins

CONTACTS

Pre-Festival Contact Number	614-410-4404
During Festival Info Line:	614-410-4406
Emergencies	911

VOLUNTEER RESOURCES TEAM

Christine Nardecchia
Administrator

Office 614-410-4406
cnardecchia@dublin.oh.us

Samantha Haberkamp
Administrative Assistant

Office 614-410-4404
shaberkamp@dublin.oh.us

Emily Mills
Administrative Intern

Office 614-410-4463
emills@dublin.oh.us

GENERAL INFORMATION

Volunteer Headquarters

Dublin Community Recreation Center

Friday, August 2	9 a.m. - midnight
Saturday, August 3	8:30 a.m. - midnight
Sunday, August 4	8:30 a.m. - 9 p.m.

Volunteer Information

For information that may affect volunteers **during** the Festival, call 614-410-4406 for updates recorded throughout the Festival and DublinIrishFestival.org for online information. This line is continuously updated beginning on the first day of the Festival. Additionally, all communication regarding scheduling, cancellations, shift change requests or general questions about volunteering should contact Volunteer Resources.

Volunteer Training and Kickoff

Saturday, July 27 10 a.m.

Shirt and packet pick up will be from 9:30 a.m. - 11 a.m. on the Festival grounds at the Celtic Rock Stage, 5610 Post Road.

Other Packet & Shirt Pick Up Times

If you can't make it to the Training and Kickoff, we will also have packet and shirt pick up during the following dates/times:

Monday, July 29 through Thursday, August 1
9 a.m. to 7 p.m. each day at the Dublin Community Recreation Center.

All volunteer assignments are sent via e-mail.

Security

Dublin Police will provide 24-hour security in the park. Lost, damaged, or stolen items are not the responsibility of the Dublin Irish Festival or the City of Dublin.

SAFETY PLAN

The Festival has created a comprehensive plan in case of an emergency. The actions that you will take if we reach a Tier 3 or 4 incident are indicated below. You will be notified if we reach these tiers either via radio, volunteer or public address system. Please review the plan below to understand your role in the event of an emergency.

Tier 3 - Suspension of Operations will indicate that severe weather is imminent, or any other threat is identified which does not immediately threaten death or serious injury. In this tier, all Festival activities will stop immediately and entrances will be closed to new guests.

Participant Action: Participants must immediately stop all activities. This includes entertainment, sales, and all performances. Participants will be encouraged to seek shelter in the Municipal Building, DCRC or Dublin Coffman High School. **Volunteers** will be informing participants and the outdoor warning system in the park will provide more information.

Tier 4 - Evacuation will be called only if an imminent threat of death or serious injury is indicated. Public safety personnel will require all patrons and participants to leave any area(s) that pose an imminent threat to their safety.

Participant Action: Participants must immediately stop all activities. This includes entertainment, sales, and all performances. Participants will be required to seek shelter in the Municipal Building, DCRC or Dublin Coffman High School. **Volunteers** will inform participants and the outdoor warning system in the park will provide more information.

All Clear - status describes the point at which no imminent or credible threat exists that could endanger the safety and/or security of the Festival guests and staff. Volunteers are expected, when ever possible, to report back to Volunteer Headquarters or City Hall. If/when the event is cleared, volunteers will be deployed assignment by assignment to staff the grounds before the public.

Participant Action: Participants will be re-admitted to grounds when staff deems that the site is ready.

DIRECTIONS AND PARKING

Directions to Volunteer Parking Lot

If you are volunteering PRIOR to the festival start (Weds. Set Up or Friday morning Set Up) you may park at the Dublin Community Recreation Center. If you arrive after 2:00 p.m. on Friday, you will park in the Volunteer Parking Lot.

Directions to Volunteer Parking Lot

From I-270, take exit 17 B, Marysville, SR 161/US 33 west. Exit onto Avery/Muirfield Dr. North. Turn right on Perimeter Dr. and then left on Discovery Blvd. Park in the lot north of the Fiserv building.

Fiserv is located at 6000 Perimeter Dr.

Allow Travel and Parking Time

Allow plenty of extra time to get to the Festival, park and take a shuttle to Volunteer Headquarters. Check in at least 20 minutes before your shift and get to your assigned location.

Volunteer Parking & Shuttle Service

Volunteer parking and shuttles are located at Fiserv, 6000 Perimeter Dr. This lot is for volunteers ONLY. A map is on the reverse side of your parking pass. Please use this lot ONLY when you are volunteering and display your parking pass on your dash. A shuttle will take you from the lot to Volunteer Headquarters, where you will need to check-in for your shift. The City of Dublin is not responsible for loss or damage to your vehicle, its accessories or contents resulting from theft, vandalism, fire or any other cause.

Volunteer Shuttle Hours

Friday, August 2: 2 p.m. - 1 a.m.
Saturday, August 3: 8:30 a.m. - 1 a.m.
Sunday, August 4: 8 a.m. - 10 p.m.

We Encourage You to Carpool

With an army of nearly 1,400 volunteers, we're certain you know someone else volunteering at the Festival. Join them and share a ride.

Better Yet, Ride Your Bike

Bike parking is located just west of the DCRC (closest to Volunteer HQ) and at the corner of Coffman Rd. and Emerald Parkway.

Weather Conditions

Rain or shine, please report to Festival grounds for your assignment. The need for volunteer help sometimes increases during inclement weather. If conditions become threatening, staff will determine if and when the Safety Plan should be activated.

DUB CRAWL

Thursday, August 1

Come to Historic Dublin for the Dublin Irish Festival Dub Crawl and IGS Energy/DIF 5K and Kids Dash. There will be specials offered in shops, restaurants and pubs. Shuttles will run continuously from the Crowne Plaza Hotel to Historic Dublin from 5 p.m. - Midnight.

Dublin Irish Festival

Participant Parking Map



DublinIrishFestival.org

The Festival Web site is your best source for up-to-the-minute Festival information. We also will be using Twitter, Facebook, and Instagram throughout the weekend.

What to Wear

Your volunteer shirt and name badge indicate you are on-duty as a volunteer. Dress for the weather and your own comfort, but keep common sense and safety in mind. Wear comfortable, close-toed shoes (such as athletic shoes - please - NO FLIP FLOPS!) and bring any sun protection you may need (hat, sunscreen, etc.).

AT THE FESTIVAL

Mandatory Check-In & Check-Out

It is critical that all volunteers check-in with their confirmation letter before their shift and check -out after the shift is complete. Why? We have to keep track of staffing at some 60 areas; help the effort by communicating with us. Volunteer Headquarters serves as your "homeroom" and central hub.

Admission

All staff, entertainers, exhibitors and volunteers must go through a security check and must have a ticket for admission. A volunteer shirt and/or name badge will NOT suffice for entry onto Festival grounds. During your assignment, if you leave Festival grounds to return to Volunteer Headquarters or go to any point beyond an Admissions Gate, be sure to have your hand stamped for re-entry.

Youth Volunteers

You and your parents/guardians are responsible for a meet up plan for when your shift is over. Please communicate your whereabouts with one another for when you're done volunteering. You're welcome to use Volunteer Headquarters as a meet up point.

Getting to and Serving at Your Assignment

After checking in at Volunteer Headquarters, you will be directed to your assigned location. From there:

- Present your participant ticket at the Entrance
- Go directly to your assignment location
- Confirm you are at the correct location (via signage, other volunteers or staff)
- Do not assume that if the area is staffed with volunteers that you are not needed - you are most likely there to replace those volunteers
- When your shift is complete, do not leave until replacement volunteers have arrived
- If you leave Festival grounds, get your hand stamped for re-entry
- Return to Volunteer Headquarters to check out

Admission for Off-Duty Volunteers

Your volunteer shirt does NOT grant you entry into the Festival. You must use your complimentary ticket for the day you come to the Festival to enjoy it.

Alcohol Consumption

You may not drink alcohol before or during your scheduled shift. Should you choose to drink after your volunteer shift, be sure you have checked out at Volunteer Headquarters, and have changed out of your volunteer shirt. Please do not wear your volunteer shirt while consuming alcohol.

Bring a Refillable Water Bottle

Bring your own refillable water bottle and help us cut down on plastic bottle waste.

Harassment

Volunteers are included in the City of Dublin's sexual and Harassment Policy. If you feel you are placed in an uncomfortable situation, contact a staff member in Volunteer Headquarters. Furthermore, it is expected that each volunteer will uphold the same measure of respect to patrons, volunteers, staff, entertainers and exhibitors.

Injury Reporting

In case of any volunteer injury, you are responsible to notify Volunteer Headquarters. Information may need to be compiled for everyone's protection.

During the Event

Volunteer Headquarters is the main point of volunteer communication during the festival. Get instructions, questions about assignments or needs fulfilled there. We also have beverages and food courtesy of Tim Hortons.

While on Duty

Many staff members, identifiable by uniform, will be on hand during the Festival and will check with you periodically. Staff or committee volunteers can assist you with needs while at your assignment.

Command Post

The Command Post is only available via radio on Channel 1. Staffed by City employees, any issues (e.g., a broken ATM, power outage, etc.) should be directed to the Command Post. **For an Emergency, dial 9-1-1.**

Festival Operations

The Festival Operations is located in the DCRC across the hall from Volunteer Headquarters. Festival radio check-out, supplies, and other operational issues may be addressed there in person. Staff in Festival Operations will be able to answer any general Festival questions. They can also be reached by radio on Channel 1 or by calling 614-410-4522.

Giving Back

Until 11 a.m. on Sunday, the Dublin Food Pantry will collect non-perishable food items at each gate.

Sunday Services

10 a.m. Celtic Contemporary Service
Cardinal Health Ceili Dance Tent

10 a.m. Irish Mass
ScottsMiracle-Gro Dublin Stage

10:15 a.m. Druid Service
Celtic Music House

10:15 a.m. Traditional Mass
Killians' Celtic Rock Stage

10:15 a.m. Interdenominational Service
Hollywood Casino Trinity Stage

10:45 a.m. Episcopal U2Charist
Allstate Dean Insurance Shamrock Stage

SAFETY & FIRST AID

Volunteers are extra eyes and ears for us!

Lost Children

Take lost children to an information tent located near the east, north and south entrances.

First Aid

First aid assistance will be available on-site from Washington Township paramedics located at the north and southwest entrances. If emergency assistance is needed, please find a volunteer or staff member with a radio who can call in to the Command Post or you can call 911 at any time.

Stay Well!

Please take responsibility for your well-being by staying hydrated with water and wearing sunblock. Please, look out for other volunteers and give each other breaks with needed.

Security

Dublin Police will provide 24 hour security in the park. Lost, damaged or stolen items are not the responsibility of the Dublin Irish Festival or the City of Dublin.

If you see anything suspicious, unusual, or unsafe, report it to a member of the event staff, to Volunteer Headquarters, or use a radio to reach the Command Post on Channel 1.

For an emergency, dial 9-1-1!

Tell Us About it

We value volunteer feedback and make many changes and enhancements based on it. This is also how we determine "Best of the Fest!" awards. Go to DublinIrishFestival.org to complete a volunteer survey and "Best of the Fest!" nomination form when your experience is over. Paper copies will be in Volunteer Headquarters as well.



MAP KEY

- Tokens
- Beer
- Cocktails & Wine
- Pop & Water
- Information Tent
- Phones
- Baby Changing
- Playground
- Restrooms
- First Aid
- ATMs
- Tickets
- Food Vendors
- Emergency Shelter

- 1 Grafton Street Marketplace
- 2 Irish Tea Room
- 3 Cultural Workshops
- 4 Wake House
- 5 Community Organizations
- 6 Music Workshops
- 7 Sessions
- 8 Irish Traditions
- 9 Music Exhibits
- 10 Spoken Word
- 11 Irish Authors' Corner
- 12 Ward Irish Music Archives
- 13 Brian Boru's Ireland
- 14 Festival Merchandise & Entertainer CD Sales
- 15 Emerald Arts Isle
- 16 Bob Evans Sand Sculpture
- 17 O'Connell St. Marketplace
- 18 Genealogy
- 19 Pet Palace Celtic Canines
- 20 Wee Folk Crafts
- 21 Wee Folk Stage
- 22 Pot O' Gold Playland
- 23 Festival Merchandise
- 24 Temple Bar Marketplace

Dublin Methodist Hospital
Bike Parking

Dublin Community Recreation Center
Festival Operations
Volunteer / Entertainer / Exhibitor / Sharing o' the Green Headquarters

Coffman HS
200 yds

Dublin Methodist Hospital
Bike Parking



AUGUST 2, 3 & 4 - 2013

We thank the nearly 1,400 volunteers who make the Dublin Irish Festival a world-class success!

**May your troubles be less,
And your blessings be more,
Mark your calendars to join us in 2014!**

August 1, 2, & 3 2014

Appendix L



NATIONAL CERTIFICATION

Going well past training, the *Certified Tourism Ambassador*™ Program is a national certification and a respected professional achievement. Upon completion of the program, you join the 8,000+ CTAs nationwide who have received this designation, and can proudly indicate your professional commitment.

As an accredited provider, Experience Columbus administers the official *Certified Tourism Ambassador*™ designation on behalf of the *Tourism Ambassador Institute*®, the national oversight body for the certification program.

When you become a CTA, you'll have the tools and knowledge necessary to create a more memorable visitor experience, and you'll reap the benefits:

- Meaningful accreditation
- Increased business (higher tips)
- Valuable skills
- Improved knowledge of the Columbus region
- Regular advice and updates
- Networking with peers
- Opportunities for career advancement



Greater Columbus Tourism Ambassador Program
Robbie Banks, CTA
Senior Visitor Experience Manager
O | 614-222-6149
F | 614-221-5618
rbanks@experiencecolumbus.com
CTANetwork.com

EXPERIENCE
COLUMBUS
277 W. Nationwide Blvd., Ste. 125
Columbus, OH 43215
614-221-6623
experiencecolumbus.com

GREATER
COLUMBUS
SPORTS ★ COMMISSION
45 Vine St.
Columbus, OH 43215
614-221-6060
columbusports.org



WELCOME TO THE GREATER COLUMBUS TOURISM AMBASSADOR PROGRAM



THE POWER OF THE COLUMBUS BRAND IS US!
With more visitors to the Columbus Region, everyone benefits:
the visitor, the hospitality industry,
the local economy and the frontline worker

THE VISITOR INDUSTRY IS BIG BUSINESS

A cornerstone of the country's economy, it represents \$1.9 trillion in economic output, supporting 14 million American jobs.

HERE IN CENTRAL OHIO, VISITORS SPEND:



A positive experience is critical to impacting the future number of visitors, how much they spend and their intention to return.

The objective of the *Certified Tourism Ambassador*[™] (CTA) Program is to foster a destination-wide culture of quality service and a welcoming citizenry. As part of the CTA program, frontline employees, ambassadors and volunteers improve their knowledge of the region, craft answers to frequently asked visitor questions, interact with peers, share best practices and overall develop a better understanding of their role in increasing tourism.

GREATER COLUMBUS TOURISM AMBASSADOR PROGRAM COMPONENTS

PROGRAM CURRICULUM

Delivered through reading assignments and in-class participation:

- Module 1: The Power of Tourism
- Module 2: Discovering the Columbus Region
- Module 3: Knowing, Finding, Using Resources
- Module 4: Exceeding Customer Expectations

PROGRAM REQUIREMENTS

Each certification program requires successful completion of a core curriculum. The requirements to earn the CTA designation are:

- Complete required reading
- Attend half-day classroom session
- Complete learning assignments
- Complete open-book examination

Upon successful completion, participants will earn the *Certified Tourism Ambassador*[™] designation and receive a CTA certificate and lapel pin. An annual renewal process is necessary to maintain certification.

PROGRAM COST

There is a one-time non-refundable, non-transferable application fee of \$29 per person and an annual renewal fee of \$20 per person.

For additional information, access to the class schedule and to register, visit CTANetwork.com.

VISION | Greater Columbus recognizes the value of tourism and is dedicated to promoting the region as a premier destination with a commitment to the visitor experience.



GREATER COLUMBUS: AN EXPERIENCE DEDICATED DESTINATION[™]

It's everyone's job to ensure visitors to Columbus receive a warm welcome, quality service and easy access to all that makes our city special. The *Experience Dedicated Destination*[™] (EDD) program is aimed at creating a positive experience at every visitor "touch point" to encourage repeat business, increase new visitors and boost visitor spending. The Greater Columbus Tourism Ambassador Program is part of this initiative.

To find out more, visit joinUScolumbus.com.

JOIN US

Have fun and make a positive difference in how visitors experience our community. Learn about volunteer activities at arts events, festivals, sports events and more at joinUScolumbus.com.

Volunteers are encouraged to participate in the *Greater Columbus Tourism Ambassador Program* to become *Certified Tourism Ambassadors*[™].



Scan now to visit joinUScolumbus.com

First Name	Last Name	Company	Work City	Home City
Andy	Aichele	COSI	Columbus	Dublin
Pat	Alcorn	Ohio Restaurant Association	Dublin	Dublin
Jodi	Andes	City of Dublin	Dublin	Reynoldsburg
Eric	Archibald	Greater Columbus Sports Commission	Columbus	Dublin
Cheryl	Austin	Columbus City Council	Columbus	Dublin
John	Babyak	City of Dublin	Dublin	Columbus
William	Baird, CMP, CTA	Crowne Plaza	Dublin	Galloway
Marilyn	Baker	Marilyn Baker Consulting	Dublin	Dublin
Craig	Baldridge	Creative Vacations	Dublin	Dublin
Ben	Barker	OSS/Capital Crossroads SID	Columbus	Dublin
Eric	Belfrage	CBRE Hotels	Columbus	Dublin
Sara	Blatnik	Dublin Convention & Visitors Bureau	Dublin	Powell
Cathy	Boring	City of Dublin, Ohio	Dublin	Dublin
Stephanie	Bova	Hampton Inn Dublin	Dublin	Dublin
Anne	Bradley	N/A	N/A	Dublin
Joshua	Bricker	Dublin CVB	Dublin	Delaware
Nichole	Brinker	Courtyard by Marriott	Dublin	Delaware
Alisha	Brown	Embassy Suites Dublin	Dublin	
Nichole	Brown	Taste Hospitality	Dublin	Columbus
Tammy	Brown	City of Dublin	Dublin	Dublin
Walter	Brown	Hyatt Regency Columbus	Columbus	Dublin
Tracy	Broyles	KharmicChaos	Dublin	Dublin
Barbara	Burkholder	City of Dublin	Dublin	Dublin
Sue	Burness	City of Dublin	Dublin	Dublin
Jennifer	Byerly	Columbus Marriott Northwest	Dublin	Columbus
Stephanie	Cale	Holiday Inn Express Columbus-Dublin	Dublin	Dublin
JoAn	Camp	City of Dublin	Dublin	Hilliard
Myra	Caplinger	City of Dublin	Dublin	Dublin
Sandra	Chamberlain	Experience Columbus	Dublin	Dublin
Molly	Chandra	Hilton Columbus at Easton	Columbus	Dublin
Erin	Chapman	Columbus Marriott NW	Dublin	Columbus
Marilee	Chinnici-Zuercher	City of Dublin	Dublin	Dublin
Nicole	Cibella	The Blackwell	Columbus	Dublin
Christy	Clark	Destination Hilliard	Hilliard	Dublin
Bob	Clawson	Keller Williams Consultants Realty	Dublin	Dublin
Aaron	Collins	NorthPointe Hotel and Conference Center	Lewis Center	Dublin
Kelly	Collins	Holiday Inn Express Dublin	Dublin	Dublin
Tony	Collins	City of Gahanna	Gahanna	Dublin
John	Conway	City of Columbus	Columbus	Dublin
Kelly	Coursen	Columbus Marriott Northwest	Dublin	Dublin
Crystal	Culp	Crowne Plaza Columbus-Dublin	Dublin	Columbus
Carina	Daciano	City of Dublin	Dublin	Dublin
Ann	Daugherty	Fawcett Event Center	Columbus	Dublin
Jenny	Delgado	City of Dublin	Dublin	Marysville
Karen	Diehl	Sheraton Columbus at Capitol Square	Columbus	Dublin
Ann	Dodson	The Columbus Foundation	Columbus	Dublin
Bob	Donegan	GreatPhotoBooth	Dublin	Dublin
Linette	Downie	Courtyard by Marriott	Dublin	Grove City
Shanna	Draper	Marriott International	Columbus	Dublin
Scott	Dring	Dublin CVB	Dublin	Dublin
Bridget	Dritz	CPMedia	Dublin	Dublin
Brad	Drumm	Self-Employed	Dublin	Dublin
Melinda	Dugan	Keller Williams Consultants	Dublin	Hilliard

Patricia	Dury	Sonesta ES Suites	Dublin	Hilliard
Jody	Dzuranin	Ohio to Erie Trail	Columbus	Dublin
Amy	Easterday	Columbus Marriott Northwest	Dublin	Dublin
Bruce	Edwards	City of Dublin	Dublin	Columbus
Linda	Emmons	Crowne Plaza Columbus-Dublin	Dublin	Dublin
Joe	Evans	JoeEvansRealtyGroup,Ilc/wRE/MAX Town Center	Dublin	Dublin
Linda	Evans	Self-Employed	Dublin	Dublin
Melissa	Fincher	The Ohio State University	Columbus	Dublin
Scott	Fitzgerald	Indus Hotels	Columbus	Dublin
Barbara	Fogal	Keller Williams Classic Properties	Columbus	Dublin
Brandi	Fox	City of Dublin	Dublin	Dublin
Janis	Frankenberg	Magic Cruises	Worthington	Dublin
Allison	Frase	Hampton Inn Dublin	Dublin	Columbus
Ann	Frey	City of Dublin	Dublin	Dublin
Helen	George	City of Dublin	Dublin	Dublin
Jeremy	Gerstacker	City of Dublin	Dublin	Columbus
Debbie	Giddings	City of Dublin	Dublin	Dublin
Debby	Glander	City of Dublin	Dublin	Columbus
Heather	Gortz, CTA, CMP	Crowne Plaza-Columbus Downtown	Columbus	Dublin
Jamie	Grafmiller	Sonesta ES Suites	Dublin	Grove City
Shannon	Grimm	HER Realtors	Powell	Dublin
Gary	Gruss	Crowne Plaza Columbus-Dublin	Dublin	Powell
Michael	Gunnarson	HER Realtors	Dublin	Dublin
Samantha	Haberkamp	City Of Dublin	Dublin	Dublin
Melanie	Hanson	Keller Williams Consultants	Dublin	Powell
Victoria	Hart	PAX-Program of Academic Exchange	Dublin	Dublin
Audrey	Hasson	WOSU Public Media	Columbus	Dublin
Franklin	Haun	Borrer Properties Real Estate	Dublin	New Albany
Kaitlin	Hayhurst	Aramark	Columbus	Dublin
Staci	Headings	Sonesta ES Suites Dublin	Dublin	Dublin
Sonja	Heffner	Keller Williams Consultants	Dublin	Marysville
Denyse	Hemsley	First Community Village	Columbus	Dublin
Michael	Herriott	City of Dublin	Dublin	Marysville
Rebecca	Hixen	The Ohio Society of CPAs	Dublin	Columbus
Adam	Hodges	Sonesta ES Suites	Dublin	Grove City
John	Hults	Keller Williams Consultants	Dublin	Columbus
Stephen	Humphries	Experience Columbus	Columbus	Dublin
Barbara	Icenhour	City of Dublin	Dublin	Hilliard
Kayla	Jackson	Hilton Columbus at Easton	Columbus	Dublin
Janice	Joos	Dublin Schools	Dublin	Dublin
Dwain	Kelley	City of Dublin	Dublin	Dublin
Samantha	Kennedy	Dublin Convention and Visitors Bureau	Dublin	Columbus
Marja	Keplar	City of Dublin	Dublin	Grove City
Patricia	King	Columbus Marriott Northwest	Dublin	Powell
Lisa	Kirr	Columbus Marriott NW	Dublin	Gahanna
Carrie	Klingel	Keller Williams Consultants	Dublin	Dublin
Sondra	Kowaluk	OCLC Online Computer Library Center, Inc.	Dublin	Westerville
Kristal	Kramer	The Venue at Corazon	Dublin	Columbus
James	Kunk	Huntington National Bank	Columbus	Dublin
Christine	Langston	Dublin Arts Council	Dublin	Mount Vernon
Abdelghani	Lebnine	DoubleTree by Hilton	Columbus	Dublin
Alison	LeRoy	City of Dublin	Dublin	Columbus
Sharon	Levine	Experience Columbus	Columbus	Dublin
John	Lockwood	Crowne Plaza Columbus-Dublin	Dublin	Grove City

Geri	Lombard	Renaissance Columbus Downtown Hotel	Columbus	Dublin
Sandra	Losco	Refectory Restaurant	Columbus	Dublin
Kelli	Lynn	MetLife	Dublin	Dublin
Mindy	Mace	Convention & Visitors Bureau of Worthington	Worthington	Dublin
Lauren	Mach	Franklin Park Conservatory & Botanical Gardens	Columbus	Dublin
Kimberly	Mahaney	City of Dublin	Dublin	Hilliard
Elizabeth	Marsh	Trinity All-Stars Gymnastics and Cheerleading	Powell	Dublin
Jamie	Martyniak	NorthPointe Hotel and Conference Center	Lewis Center	Dublin
Martha	Mattson	OJFSDA	Columbus	Dublin
Geoffrey	Matwich	Embassy Suites Dublin	Dublin	Dublin
Jody	Mayer	Hampton Inn Columbus/Dublin	Dublin	Westerville
Lauren	McDonald	City of Dublin	Dublin	Dublin
Pamela	McGough	Embassy Suites Dublin	Dublin	Columbus
Samantha	McGregor	Columbus Marriott Northwest	Dublin	Dublin
Gretchen	McKay	Coldwell Banker King Thompson	Dublin	Columbus
Dave	McKee	Priority Mortgage	Worthington	Dublin
Kristen	McKee	Marketing Works	Worthington	Dublin
Scott	Mclaughlin	Signature Worldwide	Dublin	Dublin
Jessica	Meyers	Homewood Suites Dublin	Dublin	Zanesville
Mary	Minshall	City of Dublin	Dublin	Plain City
Cindy	Moen	Keller Williams Consultants Realty	Dublin	Dublin
Skip	Moerch	City of Dublin	Dublin	Dublin
Nick	Moschetti	Columbus Marriott Northwest	Dublin	Columbus
Darcy	Moxon	Cardinal Health	Dublin	Columbus
Darren	Nealy	N/A	Dublin	Dublin
Brittany	Neeley	AAA Ohio Auto Club	Worthington	Dublin
Jean	Norden	Dublin City Schools	Dublin	Dublin
Kory	Norwood	Courtyard by Marriott	Dublin	Delaware
Randy	Otis	City of Dublin	Dublin	Dublin
Sara	Ott	City of Dublin	Dublin	
Alison	Pegg	Columbus Blue Jackets	Columbus	Dublin
Chadwick	Pence	Holiday Inn Express Columbus-Dublin	Dublin	Columbus
Claudia	Plumley	Great Lakes Publishing	Dublin	Dublin
Patty	Prestel	Creative Vacations	Dublin	Powell
Sandra	Puskarcik	City of Dublin	Dublin	Dublin
Justin	Quisumbing	City of Dublin	Dublin	Westerville
Patricia	Radziszewski	Dublin Community Recreation Center	Dublin	Dublin
Jean	Ransom	NorthPointe Hotel & Conference Center	Lewis Center	Dublin
Dianne	Ratliff	Keller Williams Classic Properties	Columbus	Dublin
Kelsey	Reckless	Embassy Suites Dublin	Dublin	
Debbie	Reeves	Zaner-Bloser	Columbus	Dublin
Cathie	Reichert	1 Stop Bead Shop	Dublin	Hilliard
Katie	Rich	Dublin CVB	Dublin	Dublin
Jennifer	Rieman	The Ohio Society of CPAs	Dublin	Dublin
Patty	Rinella	City of Dublin	Dublin	Dublin
Clay	Rose	Rea & Associates Inc., CPA's	Dublin	Dublin
Halle	Runion	Ohio Physical Therapy Association	Gahanna	Dublin
Brad	Russell	Embassy Suites Columbus Airport	Columbus	Dublin
Pennie	Sabel	Columbus Historical Society	Columbus	Dublin
Terry	Schimmoller	City of Dublin	Dublin	Powell
Robert	Shenton	Plante & Moran, PLLC	Columbus	Dublin
Shizuka	Shibayama	Embassy Suites Dublin	Dublin	Dublin
Rene'	Shier	University Plaza Hotel	Columbus	Dublin
Kathy	Shiflet	Coldwell Banker King Thompson	Dublin	Columbus

Philip	Smith	Dublin Convention & Visitors Bureau	Dublin	Dublin
Shannon	Staley-Theriault	Columbus Marriott Northwest	Dublin	Upper Arlington
Rachel	Stuart	Embassy Suites Dublin	Dublin	Columbus
Mona	Sutton	Embassy Suites Dublin	Dublin	
Kimberly	Swiadek	Ohio Union	Columbus	Dublin
Janell	Thomas	Washington Township	Dublin	Dublin
Teresa	Trees	Dublin City Schools	Dublin	Dublin
Lisa	Trippe	City of Dublin/Dublin Police	Dublin	Dublin
Stacey	Whitis	Embassy Suites Columbus Airport	Columbus	Dublin
Beth	Williams	Columbus Marriott Northwest	Dublin	Columbus
Steve	Wood	Keller Williams Consultants	Dublin	Columbus
Matthew	Yarbrough	Embassy Suites Dublin	Dublin	
Cynthia	Young	City of Dublin, Development Department	Dublin	Dublin
Kathy	Young		Dublin	Dublin

Appendix M



SPONSORSHIP

NEARLY A
QUARTER OF
A MILLION
DOLLARS WAS
GENERATED
THROUGH
SPONSORSHIP



The steady growth of the sponsorship program has resulted in significant non-weather dependent revenue for the Festival. The program has also provided an event marketing opportunity for corporate sponsors who wish to extend their reach and connect with our desirable demographic.

Economic impact survey results conclusively showed that sponsorship is a great way for businesses to build greater brand recognition and passion for their product and/or services. Eighty-two percent of survey respondents recalled more than one sponsor by name. Among the most frequently remembered sponsors were: Hollywood Casino and Tansky Sawmill Toyota.



Wendy's

HOLLYWOOD
Casino
COLUMBUS, OH

MARKET
DISTRICT

THE ScottsMiracleGro
CORPORAL

Bob Evans

TANSKY
SAWMILL TOYOTA
TANSKY.COM

CardinalHealth

Allstate
We're in good hands.
Dean Insurance Group
Dublin

"We were pleased with the exposure Hollywood Casino received at the centrally located Trinity Stage. We were able to engage Festival guests by appearing between entertainment acts with our responsible gaming message. Hollywood Casino will definitely be back next year."

Kamilah Prince, Director of Community Relations
Hollywood Casino, First Time Sponsor

"Mezzo is proud to be part of Dublin. By hosting the Honorary Chair event each year we are able to show support of the Festival and show our appreciation of the economic impact that we enjoy because of it."

Nicole Goodman
Mezzo, Returning Sponsor

VIP MEMBERSHIP

Three Clubs offer opportunities for sponsors and members to enjoy Irish hospitality in unique ways throughout the Festival. Combined revenue for the Clubs were record breaking in 2013, a testament to the green carpet treatment members receive.



Elevated views of the performances on the Killian's Celtic Rock Stage for groups make this a popular spot for businesses, organizations and reunions. A private beverage station and restrooms make this Club a great way to experience the Festival.



EMERALD CLUB

Within easy listening distance of the Hollywood Casino Trinity Stage in the heart of the Festival, the Emerald Club offers guests and members food and beverages throughout the Festival weekend. Private restrooms and VIP treatment make this an exceptional value.

A commemorative tree honoring the memory of Jim Finn, 2011 Honorary Chair, was placed near the Emerald Club. Jim volunteered for years at the Emerald Club, extending the hospitality of the Irish to one and all.



The Scotts Miracle-Gro Dublin Stage features a fantastic lineup of traditional music and dance. Dub Club members get to see and hear world class Celtic entertainers while enjoying complimentary snacks, a private beverage station and restrooms.



Sponsorship/Partnership

<u>Cash Sponsors/Partners</u>	<u>Amount</u>
Chevrolet of Dublin	\$ 5,000
Cutler Real Estate	500
Primrose Schools	500
Associated Estates Realty	500
Nothing Bundt Cakes	500
Liberty Tax Service	500
Renewal by Anderson	500
Kona Ice of Columbus	500
Bd's Mongolian Barbeque	500
Total (to Table 1.1)	\$ 9,000

<u>In-Kind Partners-Goods & Services</u>	<u>Item</u>	<u>Value of Donation</u>
J. Liu	Grand Leprechaun Lunch	\$ 1,700
Golf Car Company	Golf cart rental	1,800
Tim Hortons	Coffee and donuts	500
Ha' penny Bridge	Walking stick	75
Total Value		\$ 4,075
<u>In-Kind Partners -Media</u>		<u>Value of Media</u>
WBNS TV		\$ 20,000
This Week Newspapers		12,000
CD102.5		15,000
Sunny 95		30,000
Total Value		\$ 77,000

Financials

Revenue & Expenditures

Table 1 (next page) is a financial summary for the St. Patrick's Day Parade. Total revenue received was \$9,260. The cost of materials, supplies and labor costs (salaries and wages, and overtime) for the event totaled \$62,637. This resulted in a 14.8% cost recovery for the Event. The Dublin St. Patrick's Day Parade is funded by revenue generated by the event as well as the City of Dublin's Hotel/Motel Tax Fund. Labor costs for staff working the Parade are charged back to their work unit. Work units assisting the event were mainly Streets & Utilities, Parks & Open Space, Volunteer Services and Police.

The music finale ended with recent Dublin Scioto graduate Lauren Foley singing the national anthem. Zambelli International created a wonderful fireworks show with a soundtrack that again was simulcast on Sunny 95.

City staff worked closely with Washington Township Fire Department to supervise the safety aspects of the show. Washington Township generously waived the \$500 fireworks permit fee.

Sponsorships/Partnerships

The sponsorship program generated \$26,300 cash, \$11,250 in-kind goods and services and \$45,000 in-kind media. Cash sponsorship increased by one-third over 2012. We welcomed new sponsor, Premier Allergy.

Cash Sponsors/Partners

Cash Sponsors	Total Amount
Premier Allergy	\$ 5,000
Ohio Health	\$ 2,500
Dr. Pepper/Snapple	\$ 2,500
Parade Partners	
Key Bank	\$ 2,000
First Apostolic Church	\$ 500
Cinco	\$ 500
Mango's Place	\$ 500
Patriotic Table Partners	
Franklin County Engineer Dean Ringle	\$ 1,000
Senator Jim Hughes	\$ 1,000
Peter Stevens	\$ 1,000
Isaac Wiles, Atty.	\$ 1,000
Ron Gilliland	\$ 1,000
Muirfield Builders	\$ 1,000
Media Source	\$ 1,000
Dr. James Karpac	\$ 1,000
Sarnova	\$ 4,800
TOTAL	\$ 26,300

In-kind Partners

<u>Company</u>	<u>Item/Services Donated</u>	<u>Value of Donation</u>
Dr. Pepper/Snapple	Soft Drinks	\$ 1,000
Tim Hortons	Donuts and coffee	\$ 250
Golf Car Company	Golf Car rental	\$ 400
DiBella's	Staff/ entertainer food	\$ 1,000
O'Neil Tent & Party Supply	Discount on rental fee	\$ 800
Live! Technologies	Discount on rental fee	\$ 7,500
Port-a-Kleen	Discount on rental fee	\$ 300
TOTAL		\$11,250
<i>Media</i>		
This Week/Dublin Villager		\$ 15,000
Sunny 95		\$ 30,000
TOTAL		\$45,000

Financials

Revenue & Expenditures

Table 1 is a financial summary for the Independence Day celebration. Total revenue received was \$72,571. The cost of materials and supplies plus labor costs for the event totaled \$468,837. This resulted in a 15.5% cost recovery for the Event. The celebration is funded by revenue generated by the Event as well as the City of Dublin's Hotel/Motel Tax Fund. Labor costs for staff working the Event are charged back to their respective Work Units. Labor costs for Events staff are charged to the Hotel/Motel Tax Fund. Other Work Units assisting with the Event were mainly Streets & Utilities, Parks, Police, and Recreation Services.

Table 1 – Summary of the Event

Hotel / Motel Tax Fund (Fund 217)	2012 Total	2013 Total
Revenue		
Total Revenue	\$ 64,245	\$ 72,571
Expenditures		
Salaries and Wages (Regular time)	\$ 16,939	\$ 16,840
Overtime	\$ 1,335	\$ 4,287
Services and Supplies	\$ 328,797	\$ 379,287
Total Expenditures –Hotel/motel Tax Fund (Fund 217)	\$ 347,071	\$ 400,414
Other Funds		
Expenditures		
Salaries and Wages (Regular time)	\$ 20,496	\$ 21,483
Overtime	\$ 38,027	\$ 46,940
Total Expenditures – Other Funds	\$ 58,523	\$ 68,423
Total Expenditures	\$ 405,594	\$ 468,837
Revenue Over/Under Expenditures	\$ (341,349)	\$ (396,266)
Direct Cost Recovery	15.8 %	15.5 %

Note: 2013 revenue includes \$10,800 in receivables as of September 12, 2013.

Appendix N



Columbus Media Region Outlets

Whether a daily newspaper, monthly magazine, hyperlocal website or talk radio, a variety of outlets are covering all topics from the Columbus Region.

MEDIA OUTLET

[614 Magazine](#)

[Bellefontaine Examiner](#)

[Business First](#)

[Capital Style](#)

[The Circleville Herald](#)

[CityGuide](#)

[CitYPulse](#)

[Columbus Alive](#)

[Columbus Bride](#)

[Columbus CEO](#)

[Columbus CityScene](#)

[Columbus Crave](#)

[The Columbus Dispatch](#)

[Columbus Messenger](#)

[Columbus Monthly](#)

[The Columbus Post](#)

[Columbus Parent](#)

[Columbus Underground](#)

[Daily Reporter](#)

[Delaware Gazette](#)

[Dublin Life](#)

MEDIA TYPE

Monthly lifestyle magazine

Daily newspaper

Weekly business newspaper

Monthly style and fashion magazine

Daily newspaper

Annual cultural guide to Columbus

Annual young professionals guide

Weekly nightlife, arts, entertainment, dining newspaper

Monthly bridal magazine

Monthly business magazine

Monthly arts, entertainment and style magazine

Quarterly culinary magazine

Daily newspaper

Bi-weekly newspaper covering Columbus and Madison County

Monthly lifestyle magazine

Weekly newspaper

Monthly parenting magazine

Community driven news website

Daily newspaper

Daily newspaper

Monthly arts, entertainment and style magazine

Edible Columbus	Quarterly culinary magazine
Healthy New Albany Magazine	Monthly lifestyle magazine
Lancaster Eagle-Gazette	Daily newspaper
Logan Daily News	Daily newspaper
Madison Press	Daily newspaper
The Marion Star	Daily newspaper
Marysville Journal-Tribune	Daily newspaper
The Metropreneur	Entrepreneurial news website
Morrow County Sentinel	Weekly newspaper
Mount Vernon News	Daily newspaper
The Newark Advocate	Daily newspaper
Outlook Columbus	Monthly magazine
Pickerington Magazine	Monthly lifestyle magazine
Smart Business	Monthly business magazine
This Week Community Newspapers	Weekly newspapers serving 24 Columbus Region communities
Tri-Village Magazine	Monthly lifestyle magazine covering Grandview Heights, Marble Cliff and Upper Arlington
WBNS-AM (1460 ESPN)	Radio Station, ESPN affiliate
WBNS-FM (97.1 The Fan)	Radio station
WBNS-TV	TV station, CBS affiliate
WCBE-FM	Radio station, NPR affiliate
WCMH-TV	TV station, NBC affiliate
Westerville Magazine	Monthly lifestyle magazine
WOSU-FM	Radio station, NPR affiliate
WSNY-FM (Sunny 95)	Radio station
WSYX-TV	TV station, ABC affiliate
WTTE-TV	TV station, FOX affiliate
WWCD-FM (CD 102.5)	Radio station

Appendix O



Dublin Convention & Visitors Bureau 2014-15 Sales & Marketing Plan --- Tactics

*** Represents new tactics for the 2014-15 Sales & Marketing Plan

Dublin CVB Staff Responsibilities: Scott Dring (SD); Sara Blatnik (SB); Josh Bricker (JB); Samantha Kennedy (SK); Katie Rich (KR)

Tactic	Objective	Market	Timeline	Staff	Status/Results	Key Measurement
*** Develop several photo shoots capturing Dublin's travel product	1, 3	All	Summer	SB		Brand Awareness Survey
*** Offer DCVBU Educational Series	4, 5	All	Summer	SB		Partnership Program Revenue
*** Create the Bureau "Top 10 Lists" for the destination	1, 3	Leisure	Summer	Intern		Earned Media Impressions
*** Create destination tool kit targeting partners, local events, etc.	1, 2, 5	All	July	Intern		Industry Survey; Partnership Program Revenue
Market Dublin at OSAE Marketplace Trade Show	1, 2	SMERF	August	SK		New Leads; Brand Awareness Survey
Market Dublin at Connect Marketplace Trade Show	1, 2	SMERF	August	SK		New Leads; Brand Awareness Survey
Conduct annual "road show" meetings with local hotel industry	3, 5	All	August	Staff		Industry Survey; Partnership Program Revenue
Create field availability calendar for City of Dublin, City Schools, MOSSL fields.	2	Sports	August	JB		New Leads

**Dublin Convention & Visitors Bureau
2014-15 Sales & Marketing Plan --- Organizational Measurements**

Organizational Measurements	Goal increase vs. 2013-14
Increase unique website visits to www.IrishisanAttitude.com .	20 percent
Increase Partnership Program revenue.	10 percent
Increase social media engagement (Facebook, Twitter, Pinterest, Instagram, YouTube).	15 percent Per Platform
Generate 4,500 new, confirmed room nights.	N/A
Generate 150 qualified leads.	N/A
Generate 3 million impressions through earned media.	N/A
Increase stakeholder satisfaction for Bureau's services/offerings.	5 percent

Create Partnership Collateral Materials	5	Local	August	SK/ JB		Partnership Program Revenue
*** Engage new social media consultants to assist in various social media initiatives and SEO efforts	1, 3	All	August	SB		Website Metrics, E-Travel Club, Social Media Metrics
Utilize Instagram as a social media outlet	1, 3	All	August	SB		Social Media Metrics, E-Travel Club
Maximize google/yahoo keyword marketing	1, 2, 3	All	August	SB		Brand Awareness Survey; Website Metrics; New Leads
Maximize SEO of individual partner pages on Bureau Website, boost overall SEO rankings of partner pages, as well as Bureau site	1, 3	All	Fall	SB		Website Metrics, SEO tracking
*** Create media relations strategy focusing on key markets – Cleveland, Akron/Canton and Huntington WV	1, 3	All	Fall	SB/ SD		Earned Media Impressions
Create a direct mail campaign utilizing Group Tour and SMERF contacts	1, 2, 3	SMERF/ Group Tour	Fall	SK		New Leads
Create Partnership Fulfillment Report	5	Local	Fall	SK/ JB		Partnership Program Revenue
*** Create a program that utilizes the Bureau's Irish Experiences for the leisure traveler (kid coloring books, crafts, sample itineraries, etc)	1, 2	Leisure	Fall	KR/ JB		Brand Awareness; New Leads
Create an "Irish is an Attitude Appreciation Day" targeting local partners, stakeholders	1, 3, 4, 5	All	September	SK/JB		Brand Awareness Survey; Partnership Program Revenue
Select Irish is an Attitude Annual Awards	1, 4	All	September	SB/ SD		Brand Awareness Survey

Build upon the Irish Approved business program.	1, 3, 5	All	September	SB/SD		Partnership Program Revenue; Brand Awareness
*** Create marketing and social media strategy to promote new Irish Experiences and grow the number of Irish Approved businesses.	1, 4	All	September	SB/SD		Brand Awareness Survey; Website Metrics
Continue recognition program for organization/individuals bringing events to Dublin.	3, 5	Sports	September	JB		Number of Room Nights from Existing Events
Host a Partner Meeting to distribute key information and establish an ongoing dialogue	5	Local	October	Staff		Partnership Program Revenue
Market Dublin at TEAMS Trade Show	1, 2	Sports	October	JB		Brand Awareness Survey; New Business Leads
*** Market Dublin at the Small Market Meetings Conference	1, 2	SMERF	October	SK		New Leads
*** Attend targeted wedding shows.	2	SMERF	October	SK		New Leads
*** Create distribution plan of Dublin Visitor Information (AD rack, ODOT, CVBs, etc.)	1, 2, 3, 4, 5	All	November	KR		New Leads; Brand Awareness Survey
Facilitate Destination Training Program for the local tourism industry utilizing Experience Columbus CTA Program	3, 4, 5	All	Fall/ Spring	KR/ SD		Industry Survey
Create destination tours for hotels and local tourism industry.	4, 5	All	Fall/ Spring	KR		Industry Survey
*** Create the “Invest in your own Backyard” campaign.	1, 2, 3, 4, 5	All	January	SK		New Leads; Brand Awareness Survey

Create calendars for e-newsletter, blog, etc. distribution.	1, 3	All	January	SB		Website Metrics, Brand Awareness Study
Develop year-round package with Columbus Zoo and COSI	1, 2, 3	Leisure	January	JB		Room Nights Booked; Brand Awareness Survey; Inquiries
Create a profile/sell sheet	1, 2	Group Tour	January	SK		Brand Awareness Survey
Market Dublin at the American Bus Association Marketplace Trade Show	1, 2	Group Tour	January	SK		New Business Leads
Create Official Dublin Visitors/Event Planners Guide	1, 3, 5	All	January	SB		Brand Awareness Survey; Partnership Program Revenue
Create Digital Version of Official Dublin Visitors/Event Planners Guide for website	1, 3, 5	All	January	SB		Brand Awareness Survey; Partnership Program Revenue
Create and distribute rack card about golf in Dublin	1, 2, 3	Sports	January	JB/ SB		New Leads
*** Coupon Book for visitors year-round --- physical version and online	1, 2, 3	Leisure	January	JB/ SB		New Leads; Brand Awareness Survey
Market Dublin at Heartland Travel Showcase Trade Show	1, 2	Group Tour	February	SK		New Business Leads
*** Create “turnkey” program for hotels hosting Mobile Visitor Centers.	1, 2, 3, 4, 5	All	August	KR		Visitor Inquiries; Brand Awareness Survey
Market Dublin at golf shows in Cleveland, Detroit and Pittsburgh. Investigate including Memorial Tournament as partner.	1, 2	Sports	Feb- March	JB		Brand Awareness Survey; New Business Leads

Market Dublin at MPI Mid America Conference	1, 2	SMERF	February	SK		New Leads; Brand Awareness Survey
Create annual report	3, 4, 5	Local	February	SD/ SB		City of Dublin Community Survey; Industry Survey
Create industry-wide survey regarding services, benefits of the Bureau (in tandem with Strategic Planning Process).	3, 4, 5	All	Winter	SD		Industry Survey; Partnership Program Revenue
Market Dublin through the Experience Columbus Group Tour Co-op	1, 2	Group Tour	Winter	SK		New Business Leads
Market Dublin through the Ohio Has IT! Co-op Partnership	1, 2	Group Tour	Winter	SK		New Business Leads
*** Create an organizational Strategic Plan for the next 3-5 years	1, 2, 3, 4, 5	All	Winter	SD		Brand Awareness Survey; New Business Leads
Market Dublin at the National Association of Sports Commissions (NASC) symposium	1, 2	Sports	April	JB		Brand Awareness Survey; New Business Leads
*** Secure international accreditation through the Destination Marketing Association International	1, 3, 4, 5	All	Spring	SD/ KR		Industry Survey
*** Create sales blitzes to key AAA offices in Pennsylvania and Michigan	1, 2, 3	Leisure	Spring	JB		Brand Awareness Survey; New Business Leads
Secure print media placements (i.e. Ohio Magazine, Budget Travel, AAA, etc.)	1, 3	Leisure	Spring	JB		Brand Awareness Survey; Visitor Inquiries

Secure non-paid radio promotions in feeder markets	1, 3	Leisure	Spring/ Summer	JB		Brand Awareness Survey; Visitor Inquiries
*** Create a Leprechaun Tour in Historic Dublin	1, 3, 4	All	Spring	KR		Brand Awareness Survey
Host an annual open house at the Dublin Visitor Center for partners	3, 5	Local	March	KR		Partnership Program Revenue
Create a 17 Days social media campaign highlighting various attractions leading up to St. Patrick's Day	1, 3, 4	All	March	SB		Website Metrics, Brand Awareness Study
Create weekly event calendar, restaurant specials	1, 3, 5	All	Weekly	KR		Industry Survey; Partnership Program Revenue
Write "Tourism Matters" columns for placement in various Dublin media outlets	4	Local	Monthly	SD		City of Dublin Community Survey; Industry Survey; Brand Awareness
Distribute monthly Bureau updates to Hotels, Board, City Council and Partners	3, 4, 5	Local	Monthly	SD		Industry Survey
Create and distribute a monthly E-newsletter for E-travel club	1, 3	All	Monthly	SB		Brand Awareness Survey, Website Metrics, E-Travel Club
Create and distribute Bureau Biz newsletter	4	Local	Bi-Monthly	SB		City of Dublin Community Survey; Industry Survey
Conduct quarterly Sales Meets with local hotel industry sales forces	3, 5	All	Quarterly	JB/ SK		Industry Survey; Partnership Program

Make quarterly presentations to Dublin City Council	4	Local	Quarterly	SD		City of Dublin Community Survey
Secure media placements (i.e. Group Tour Magazine, etc.)	1, 3	Group Tour	Quarterly	SK		Earned Media Impressions
*** Develop database for key decision-makers in the reunion/wedding markets	1, 2	SMERF	Quarterly	SK		New Leads
Create Mobile Visitor Centers at local hotels during peak visitor events	1, 2, 3, 4, 5	All	Year-Round	KR		Visitor Inquiries; Brand Awareness Survey
*** Contact partners on a monthly basis via lunches, meetings, email, etc.	3, 4	All	Year-Round	All		Partnership Program
*** Create marketing plans for specific campaigns for the Bureau (i.e. Summer, Golf, etc.)	1	All	Year-Round	All		Brand Awareness Survey, New Business Leads
*** Build Bureau YouTube library with various destination-oriented videos	1	All	Year-Round	SB		Website metrics, Brand Awareness Survey
*** Create a blogger's network for promoting Dublin as a destination	1, 2, 3	All	Year-Round	SB		Room Nights Booked; Brand Awareness Survey; Inquiries
Capture visitor data from the Dublin Visitor Information Center	2, 4	All	Year-Round	KR		Brand Awareness Survey; Inquiries
Create online leisure packages (Columbus Zoo/Zoombezi Bay, St. Patrick's Day, etc.)	1, 2, 3	Leisure	Year-Round	JB		Room Nights Booked; Brand Awareness Survey; Inquiries

Distribute monies for Irish Experience grant program	1, 2, 4	All	Year-Round	SD/ KR		Room Nights Booked; Brand Awareness Survey; Inquiries
Secure media placements (i.e. Small Market Meetings, etc.)	1, 2, 3	SMERF	Year-Round	SK		Brand Awareness Survey; New Business Leads
Secure news features in targeted markets	1, 3	All	Year-Round	SD/ SB		Earned Media Impressions
Secure Press Trip(s) for Travel Writers	1, 3	All	Year-Round	SD/ SB		Earned Media Impressions
Build awareness via external sites (i.e. trip advisor, discoverohio, etc.).	1, 3	All	Year-Round	SB		Brand Awareness Survey; Website Metrics, E-Travel Club
Build upon current inventory of Irish-themed experiences	1, 2	Group Tour/ SMERF	Year-Round	SK/ KR		Brand Awareness Survey
Make sales calls to sports prospect lists	2	Sports	Year-Round	JB		New Leads
Grow partnerships with directors of existing athletic tournaments (OHSAA, DSL, DYA)	2	Sports	Year-Round	JB		New Leads
Make sales calls to SMERF prospect lists	2	SMERF	Year-Round	SK		New Leads
Secure contacts through Ohio Society of Association Executives (OSAE)	2	SMERF	Year-Round	SK		New Leads
Secure contacts through Meeting Planners International (MPI)	2	SMERF	Year-Round	SK		New Leads

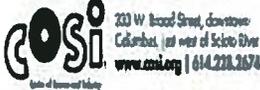
*** Secure contacts through Wedding Professional Organizations	2	SMERF	Year-Round	SK		New Leads
Attend local community events promoting Bureau services and capabilities	1, 2	All	Year-Round	Staff		New Leads
Make sales calls to Group Tour prospect lists	2	Group Tour	Year-Round	SK		New Leads
*** Institute knowledge gained from status of DMAI Accreditation Board Member	4	All	Year-Round	SD		Industry Survey
*** Collaborate with City of Dublin on new City Wayfinding	1, 5	All	Year-Round	SD		Industry Survey
Market the unique designation of being internationally accredited	1, 3, 4, 5	All	Year-Round	Staff		City of Dublin Community Survey
Generate an alert for local tourism industry in anticipation of large events visiting Dublin	3, 4, 5	All	Year-Round	KR		Partnership Program Revenue; Industry Survey
Submit story ideas for local media placement	3, 4	All	Year-Round	SD		Earned Media Impressions
Make presentations to local civic organizations	3, 4	Local	Year-Round	Staff		City of Dublin Community Survey
Participate in various community events/organizations	4	Local	Year-Round	Staff		City of Dublin Community Survey; Partnership Program Revenue
Generate and maintain event room night consumption chart and calendar	2	Sports	Year-Round	JB		Number of Room Nights from Existing Events
Utilize NASC economic impact model to measure benefit of events on local community	2, 3, 4	Sports	Year-Round	JB		City of Dublin Community Survey

Appendix P





These Discover Dublin Discounts are offered courtesy of the Dublin Ohio Convention & Visitors Bureau. (Limit: One coupon sheet per person, per visit. Expires 12.31.14. Questions? Call 800/245-8387 or visit www.IrishisanAttitude.com

<p>20% off any beads from the Irish section. Cannot be combined with other discounts.</p> <p>1 Stop Bead Shop 6347 Sawmill Rd. Dublin 614/573-6452 www.1StopBeadShop.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>\$5 off \$25 purchase</p> <p>Sunny Street Café <i>Dublin's Bright Spot for Breakfast and Lunch</i></p> <p>Valid only at: 7042 Hospital Dr. Dublin Kroger Avery Shopping Center 614/389-3640 www.SunnyStreetCafe.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>Buy one, second admission free</p> <p>KELTON HOUSE Museum & Garden</p> <p>586 E. Town St. Columbus 614/464-2022 www.KeltonHouse.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>FREE "Tea of the Day" with any lunch purchase.</p> <p>TehKu Tea Company</p> <p>55 S. High St. Historic Dublin 614/761-3808 www.TehKu.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>
<p>Buy 5 cupcakes and get 1 free!</p> <p>Our CupCakery</p> <p>16 N. High St. Historic Dublin 614/659-1555 www.OurCupcakery.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>Buy one entrée, receive 2nd entrée (equal or lesser value) at 50% off.</p> <p>mezzo</p> <p>12 W. Bridge St. Dublin 614/889-6100 www.Mezzotalian.com</p> <p><i>(Limit 1 per person. Not valid on holidays. Exclusions may apply. No cash value. Not valid w/ other offers, discounts or promotions. Must surrender voucher at time of purchase. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>15% off yogurt purchase</p> <p>Menchie's Frozen Yogurt</p> <p>7545 Sawmill Rd. Dublin 614/339-5656 5043 Tuttle Crossing Blvd. Dublin 614/602-4760 www.Menchies.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	 <p>\$1.00 OFF Footlong Buy any Premium/Supreme Sub/Flatbread/Salad Receive \$1.00 off</p> <p><i>Valid Only at Subway's</i> 5600 Post Rd 614-792-7827 6385 Perimeter 614-874-2428 5740 Frantz Rd 614-776-1010 7370 Sawmill Rd 614-764-4944 345 W. Bridge St 614-734-1540</p> <p><i>(Not valid with other offers dis- counts, \$5 promotions. One coupon per customer. Expires 12/31/14)</i></p>
<p>Kids eat free with each adult purchase. Two kids meals per adult meal.</p> <p>Kids meal includes kids sub, drink, rice krispy treat and fire hat.</p> <p>FIREHOUSE SUBS</p> <p>Valid only at: 6454 Sawmill Rd. Dublin 614/889-1000 www.firehousesubs.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>10% Off Purchase (offer applies to new customers only)</p> <p>Boho72 Boutique</p> <p>72 N. High St. Historic Dublin 614/398-9587 www.boho72.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>	<p>COSI EXCLUSIVE PARTNER</p> <p>Discount Admission!</p> <p>Show this coupon at the COSI store to get up to</p> <p>\$8.00 OFF</p> <p>COSI GENERAL ADMISSION FOR A FAMILY OF 4</p> <p>Now through December 31, 2014</p> <p> 233 W. Second Street, downtown Columbus, just west of Scioto River www.cosi.org 614.220.2674</p> <p><small>Limit of two per family. \$2 off per person up to the party. Expires 12.31.14. Not valid for special package admission. Single dinner tickets, Family Value nights, or bundles with other offers. Code 12031401</small></p>	<p>10% off In-store purchase</p> <p>Ha'penny Bridge Imports of Ireland</p> <p>75 S. High St. Historic Dublin 614/889-9615 www.hapennyimports.com</p> <p><i>(Limit 1 per person. No cash value. Not valid w/ other offers. Dublin CVB Coupon. Expires: 12.31.14)</i></p>

Appendix Q





The Brand

The Research

The Campaign

The Brand

*At the Heart of our Brand
is a New Logo and
Positioning Line*



What is a Brand?

Branding a destination is the only way to stand out in a crowded marketplace. It is nothing more (and nothing less) than creating a distinct personality – and then telling the entire world about it.

Our brand positioning statement.

Dublin's brand positioning statement is the part of the brand identity that is actively communicated to our target audience and that demonstrates a distinctive advantage over our competitors. Our brand positioning statement is as follows: *For people who want to reward themselves and their family with a little extra recreation, Dublin is a worldly small town destination near Columbus, Ohio distinguished by a passionate connection to all things Irish and golf so no matter what you do – it's world-class fun.*

Our new logo and positioning line – "Irish is an Attitude."

The positioning line is the expression of the brand and is the tip of the iceberg when it comes to branding. It is the catchy phrase or statement that visitors will come to associate with Dublin. *Irish is an Attitude* makes use of the "Irish" equity that exists in the Dublin name, leverages Dublin's position as a leader in Irish tourism and promotes the idea that you don't have to be Irish to enjoy Irish fun.



The Brand

The Research

The Campaign

The Research

The Research Behind our New Identity

Evaluation.

We are committed to evaluating everything we do and the new brand is no different. Tracking studies will be implemented to measure the brand's performance over time and help answer two key questions: have responses to the brand among target audiences changed in the way the process intended? And have these changes resulted in consumer action that will achieve the desired objectives of the brand?

Our new brand identity didn't just happen.

It was guided and informed by months of market research, which included an assessment of the environment; inquiry origin, visitor origin, demographics and psychographics of residents and visitors; perceptions of visitors, residents and stakeholders; and a review of current communications and the competition.

Five key insights.

Grounded in research, these insights serve as the backbone of Dublin's brand:

- Dublin's name is an asset that immediately conjures up strong Irish associations – so much that visitors say they want more;
- Dublin excels in attracting business travelers, people seeking Irish excitement and golfers;
- The entire community uses its name as an excuse for celebration;
- Dublin delivers images of Ireland and golf all year long and everywhere;
- The biggest draws – Memorial Tournament, Irish Festival, etc. – do not sustain tourism for an entire year.

The organization behind all this.

The Dublin Convention & Visitors Bureau (DCVB) is the official sales and marketing organization charged with selling Dublin, Ohio as a convention, meeting, sports, group tour and leisure destination. The DCVB is a private, nonprofit organization.



- The Brand
- The Research
- The Campaign

The Campaign

Where the Brand Comes to Life

Living the brand.

How do we get the *Irish is an Attitude* message in front of prospective Dublin visitors? We incorporate it into the Bureau's multi-faceted marketing program that includes print and television advertising, internet marketing, promotions, public relations, among others. We even redesign and rename our Web site – www.IrishisanAttitude.com.

Irish is an Attitude – The Print Campaign.

This approach uses long headlines and imagery that seem to be describing Dublin, Ireland, until an unexpected twist at the end reveals that the actual location is Dublin, Ohio. Strategically, this allows us to reinforce Dublin's essential Irishness, while giving us a solid base for promoting the area's non-Irish attractions within that framework.

Ah, Dublin,
 The stacked stone walls.
 The meandering streams.
 The hand-cut, sod-faced pot bunkers.
 The deceptively gentle green fairways.
 The natural habitat of
 The Golden Bear.

No, not everything in Dublin, Ohio is really Irish—but it is synonymous with great golf. From the annual PGA Memorial Tournament at Jack Nicklaus' Muirfield Village Golf Club to rolling courses as green as the hills of Killamey, Dublin offers a golf experience like no other. Play a few of the 12 courses in our Golf/Hotel Getaway Package. Visit an authentic Irish pub. Come to Dublin whenever you're in the mood to escape to a place that's cheerfully different from the one you left behind. You don't need Irish in your blood. Just in your soul.

For your FREE online Golf Package quote, visit www.IrishisanAttitude.com • 866/999-GOLF

Golf Ad

Ah, Dublin,
 The pubs. The shamrocks.
 The festivals. The Irish dancing.
 The wearing of green.
 The friendly, smiling faces.
 The Manatees.

No, not everything in Dublin, Ohio is really Irish. And no, at heart, it doesn't really matter. Somehow, the golf courses are greener than you ever thought golf courses could be, the local pubs become the gathering spots of County Cork, and you almost expect the manatees at the Columbus Zoo to greet you with "Top of the morning!" In short, whatever you do here, you'll have a good time doing it. Which, come to think of it, is just about as Irish as you can get.

To learn more, contact the Dublin Convention & Visitors Bureau
 800/245-8387 • www.IrishisanAttitude.com

Leisure Ad

Appendix R



Central Ohio Safe Ride taxi voucher program

Impaired driving is one of America’s deadliest crimes. It’s not just a problem nationally; it is also a great concern here in Central Ohio.

Statistics show that most fatal and injury traffic related crashes in our community occur during the evening, on weekends and around holidays. This is directly related to more impaired drivers on the road. The decision to operate a vehicle when impaired can quickly turn a fun outing or special celebration into a time of tragedy. During 2008, 40 people died and 825 were injured in Franklin County in alcohol-related crashes. 47% of those deaths were alcohol related and occurred between the hours of 8pm and 4am. (*Ohio Department of Public Safety Crash Statistics*)

To address this problem the Central Ohio Safe Ride Advisory Council partnered with local pubs and restaurants to create the Safe Ride taxi voucher program – keeping impaired drivers off the road by providing them with a safe ride home.

How It Works

Safe Ride vouchers are worth \$10.00 toward a taxi ride home. Establishments purchase vouchers and distribute them to their patrons who have been drinking and should not get behind the wheel. Patrons can then use the vouchers as cash with any Taxi Company Participating in the Safe Ride program. Establishments can distribute vouchers all year-round or reserve them for special occasions.



Benefits of Participating in the Program

- Opportunity to help protect the safety of the Central Ohio community by ensuring patrons do not leave your establishment impaired.
- Community recognition as responsible server
- Vouchers provide a polite way to refuse the sale of alcohol to visually intoxicated persons, as required by Ohio Revised Code. ORC 4301.22(B)

How to Enroll

Establishments can enroll in the program for a \$50.00 fee and order vouchers at a price of \$10 each. Because of the support of our sponsors, we can offer the vouchers at a price of **Buy One Get One Free!** (i.e. order 10 vouchers and get 10 more for free)

Vouchers can be distributed and more can be ordered anytime throughout the year.

Registration: \$50

Vouchers: \$10 each (**BUY ONE GET ONE FREE**)

Redeeming: For every 10 vouchers that are redeemed, Safe Ride will donate 1 free voucher back to the establishment!

Interested in joining Central Ohio Safe Ride? There are 2 easy ways to sign up:

- Contact [Karisa Harvey](#), who can answer your questions and send you the enrollment packet.
- Download the enrollment packet, complete the information and submit via fax. ([Click here](#) for enrollment packet *PDF* and submission instructions)

Check out the [Safe Ride News](#) tab to see Central Ohio Safe Ride in the media!!

Central Ohio Safe Ride Advisory Council



This St. Patrick's Day

**CHOOSE
A SAFE
RIDE**

Ask your server for details.



**Ask me how to
get a SAFE RIDE
home**



City of Dublin

**Ask your server
about how you
can get a safe
ride home.**

**\$10 taxi vouchers are
available per passenger.**

Sponsored by Central Ohio Safe Ride

Central Ohio Safe Ride Fact Sheet

Central Ohio Safe Ride Mission:

The Central Ohio Safe Ride program works to prevent alcohol related crashes in the community by keeping impaired drivers off the road. A partnership between public health, alcohol vending establishments, hospitals and taxi companies, Safe Ride promotes responsible alcohol vending and serving by providing vouchers worth \$10 to be used for a safe ride home with participating taxi companies.

Program History

- Founded in 2009 by Columbus Public Health's Franklin County Safe Communities program, Fadó Irish Pub and Restaurant, Byrne's Irish Pub and Riverside Methodist Hospital Trauma Services as impaired driving prevention program. The program was created by the community, for the community. With the addition of the Franklin County DUI Task Force and Ohio Investigative Unit, these organizations form the Central Ohio Safe Ride Advisory Council, the program's governing body.
- During 2009, the Safe Ride program provided vouchers around major holidays and large events. Promotions included: St. Patrick's Day, OSU vs. USC game weekend, and an extended promotion from Thanksgiving through the New Year holiday.
- In 2010, the Safe Ride program expanded to all year long.
- Since 2011, Central Ohio Safe Ride has provided 1,551 rides home.

Additional Facts for Presidents Cup

- Taxi voucher is dated October 1-6. It can be used anywhere and at any time during that time period. This includes if they want to arrive at the Presidents Cup using a taxi
- An individual can be given more than 1 and can use multiple during a taxi ride
Ex: if it costs them \$30 to get home, they can use 3 vouchers
- Each voucher is worth \$10 towards a taxi ride with any of the 3 participating taxis (German Village Taxi, Shamrock, Yellow Cab)
- The 3 participating taxis are listed on the voucher; including the phone numbers to call
- The 3 participating taxis have a convenient stationing area by the Fan Experience
- Vouchers are not worth anything until they are redeemed by the taxi companies after the event. There are plenty of vouchers for the Presidents Cup so don't be afraid to ask for one!
- Make the voucher a positive message. People will not get offended by being handed one. Remember, you are giving them \$10 towards a taxi and people like free things.
Ex: "Dublin wants to make sure everyone has fun and stays safe"
Ex: "Dublin wants to make it easier to come and go to the festival. You can use vouchers to get dropped off and not have to worry about parking. Then you can use one home"
Ex: "Vouchers are for everyone, drinking or not"

Central Ohio Safe Ride Website

- www.centralohiosaferide.com



COLUMBUS ZOO

745

750

Glick Rd

Powell Rd



President's Cup
Fan Experience

Shuttle/Taxi
Drop Off/Pick Up

Crossgate Dr

257

Dublin Rd

Riverside Dr

Sawmill Rd

North Outerbelt

270

DUBLIN

161

33

MUIRFIELD VILLAGE GOLF CLUB
PRESIDENTS CUP 2013

West Dublin Granville Rd

The City of Dublin and Central Ohio Safe Ride The Presidents Cup

Twitter Tweets/Posts

Enjoy The Presidents Cup and have a Safe Ride Home (link to City page info)

Get a Safe Ride Home from The Presidents Cup. Visit (link) for voucher info.

The Presidents Cup. Fore!Fest. Fan Experience. Safe Ride home vouchers. (link)

During The Presidents Cup, get a Safe Ride home compliments of the City of Dublin (link)

\$10 vouchers FREE! From the City of Dublin during The Presidents Cup – Get a Safe Ride home. (link)

Going to Fore!Fest and want to know where to pick up a voucher for a Safe Ride home? (link)

Get a Safe Ride home when you leave the Fan Experience at The Presidents Cup. (link) #dublinohio

Yellow Cab, German Village Taxi & Shamrock Taxi will give you a Safe Ride home compliments of the City of Dublin (link)

Enjoy this once-in-a-lifetime opportunity for great golf at The Presidents Cup and grab a Safe Ride home.

The Presidents Cup will be played for the 10th time and you can also get \$10 vouchers for a Safe Ride home. (#)

At the Presidents Cup and need a ride home? Get home safe. #SafeRide. (link)

Don't Drink and Drive. Get a Safe Ride home (link, #)

Enjoy the golf at The Presidents Cup. Get a Safe Ride home. Vouchers are available for a taxi ride home. (#, link)

Going to enjoy the Fan Experience during The Presidents Cup? Stop by and get a voucher for a Safe Ride home. #dublinohio

Have fun at Fore!Fest and get a Safe Ride home. #PresidentsCup

Prevent drinking and driving.... get a Safe Ride home.

Get home in one....use a Safe Ride voucher from The Presidents Cup.

Did You Know....the Safe Ride voucher can be used anywhere and at any time during The Presidents Cup.

Multiple vouchers can be used at once to make sure you get a Safe Ride home.
#ThePresidents Cup

The City of Dublin wants to make sure EVERYONE has fun and gets home safe.
#SafeRide #PresidentsCup

Vouchers are for everyone, drinking or not. #SafeRide

The City of Dublin wants you to enjoy the Fan Experience during The Presidents Cup. Use Safe Ride vouchers.

Safe Ride – you will be glad you did! Stop by our convenient locations at Fore!Fest or the Fan Experience. #PresidentsCup

Safe Ride. Have fun and get home safe. #PresidentsCup

Safe Ride. Many historic Dublin restaurants and pubs have vouchers. Just ask and get a Safe Ride home.

Great day of golf in Dublin. Choose a Safe Ride voucher it's a great way to get home safe.

Do you know about Safe Ride? Find out how you can get a Safe Ride home.

Join in The Presidents Cup celebration. Have fun. Get a Safe Ride home.

The City of Dublin would like you to get a Safe Ride home. Find out how. (link)

The first week in October will have great golf in Dublin. Make sure you have a Safe Ride home.

Safe Ride is for everyone. Enjoy The Presidents Cup.

Safe Ride will get you home. #PresidentsCup

Watch great golf. Have fun. Get home safe with Safe Ride. #dublinohio



GET A SAFE RIDE HOME!

Ask your server for a \$10 voucher - no questions asked.



The Central Ohio Safe Ride Program is sponsored by the City of Dublin.

DO YOU HAVE A SAFE DRIVER?

Ask your server for a
\$10 voucher - no questions asked.





GET A SAFE RIDE HOME!

Ask your server for a
\$10 voucher - no questions asked.



Appendix S



Beverage Server Training

WELCOME / FÁILTE

EAST ENTRANCE



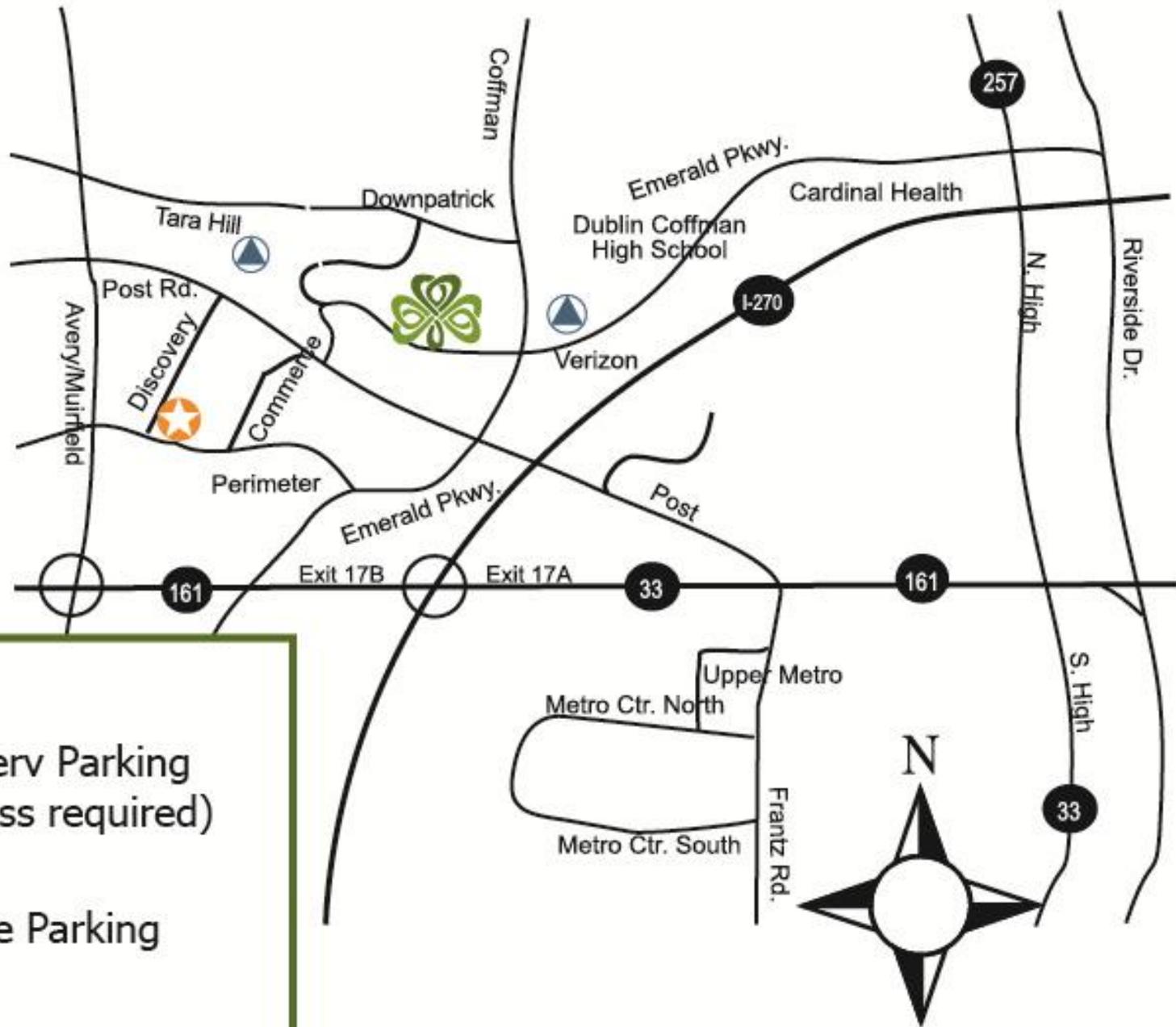
AUGUST 1, 2 & 3 - 2014

Parking & Shuttles

- Fiserv, 6000 Perimeter Dr.
- Parking pass must be displayed on vehicle dashboard
- A volunteer shuttle will pick-up and drop-off at the Volunteer lot and at the Dublin Community Recreation Center (DCRC)
- Hours:
 - Friday: 1:30 p.m. – 1 a.m.
 - Saturday: 8:00 a.m. – 1 a.m.
 - Sunday: 7:30 a.m. – 10 p.m.



Sharing o' the Green Parking



Dress Code & Tips



- Please wear provided apron
- Groups are encouraged to show spirit through apparel
- Items must be event-appropriate
- Clothing **cannot** show support for a particular cause
- Dress for the weather
- Wear comfortable, closed-toe shoes
- Bring sun protection!
 - i.e. sunscreen, hat, sunglasses, etc.



Check-In

Retail Beverage Locations

101 - North Entrance Pop/Water - Eastern Swimming League
102 - Dub Club
103 - North Entrance Pop/Water - Eastern Swimming League
104 - East Lawn Pop & Water - Emerald Club
105 - Emerald Club
106 - Pavilion Pop & Water - Lowell Area Civic Association
107 - Irish Thunder Beer/Pop/Water - Celtic Music House
108 - Central Beer Cans/Pop/Water - Celtic Music House
109 - East Entrance Pop & Water - Celtic Music House
110 - East Entrance Cocktails - Celtic Music House
111 - Celtic Music House Beer/Pop/Water - Celtic Music House
112 - Whiskey Snug - Celtic Music House
113 - Beverage Tasting Tent - Celtic Music House
114 - Creekside Cocktails - Celtic Music House
115 - Creekside Pop & Water - Celtic Music House
116 - Celtic Rock Field Pop/Water - Celtic Music House
117 - Celtic Rock Club
118 - Celtic Rock Field Pop/Water - Celtic Music House
119 - Celtic Rock Field Cocktails/Wine - Celtic Music House
120 - Dublin Stage Beer Truck - Celtic Music House
121 - East Lawn Beer Truck - Celtic Music House
122 - Trinity Stage Beer Truck - Celtic Music House
123 - Pavilion Beer Cans - Celtic Music House
124 - East Entrance Beer Truck - Celtic Music House
125 - Shamesh...

101 - Scotts Miracle-Gro Dublin Stage
102 - Miracle-Gro Dublin Stage
103 - Miracle-Gro Dublin Stage
104 - Chase Bank Trinity
107 - Giant Eagle Irish Thunder Stage
120 - Dublin Stage Beer Truck
121 - East Lawn Beer Truck
122 - Trinity Stage Beer Truck
123 - Pavilion Beer Cans
124 - East Entrance Beer Truck
125 - Shamesh...

Dublin Community Recreation Center
North Entrance
Dublin Stage
Chase Bank Trinity
SWA Entrance

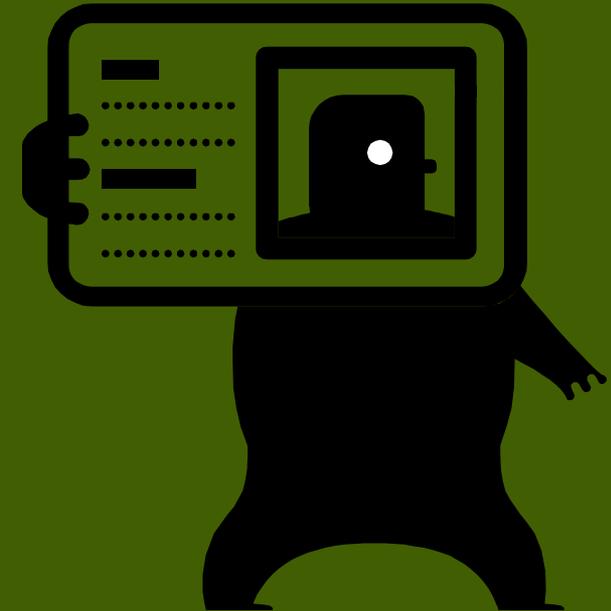
Free Hugs

Methodist Hospital Bike Parking

Check-In



- Sharing o' the Green Headquarters
 - DCRC / Classroom B
 - Arrive for check-in at assigned shift start time
 - Present your ID at check-in
 - Must sign-in for your shift and your shift only
 - Main location for information, central meeting



Check-In



- At Sharing o' the Green Headquarters you will...
 - Get your Participant ticket
 - Receive an ID Display lanyard
 - Be given an apron



Beverage Inventory Management



Beverage Inventory Management



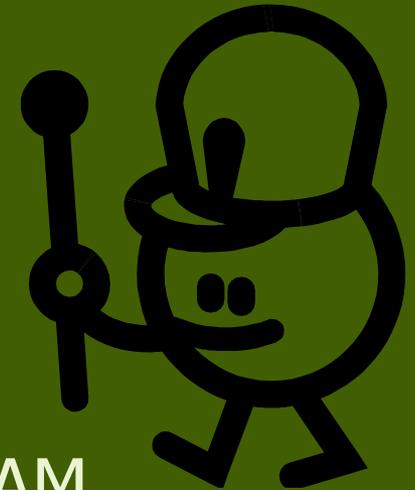
- Dublin AM Rotary
- I-Pad Beverage Inventory Application
 - Product Management
- Beverage Server Radio communication
 - Beer Trucks, Token requests and emergency ONLY



Opening Serving Locations



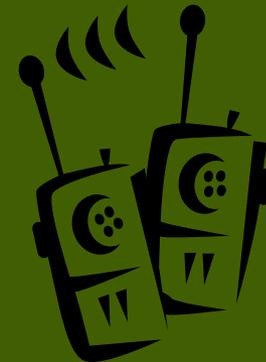
- First check-in pick-up radio, credential and supply box from Sharing o' the Green Headquarters
- Locate booth on grounds, and verify it is your correct serving location
- Display location identifier
- Drop tent sides
- Check stock of cups, ice and product
- **Select Shift Leader**
- Direct inventory questions to the Dublin AM Rotary Beverage Location Manager



Closing Serving Locations



- Put-up tent sides
- Stack inventory, by product, inside tent
- Clean counters, place trash outside of tent
- Shift Leader must remain at booth until tokens are collected by a Token Manager, and product is inventoried by Dublin AM Rotary.
- Shift Leader take radios, credentials and supply box back to Sharing o' the Green headquarters



Closing Serving Location on Sunday



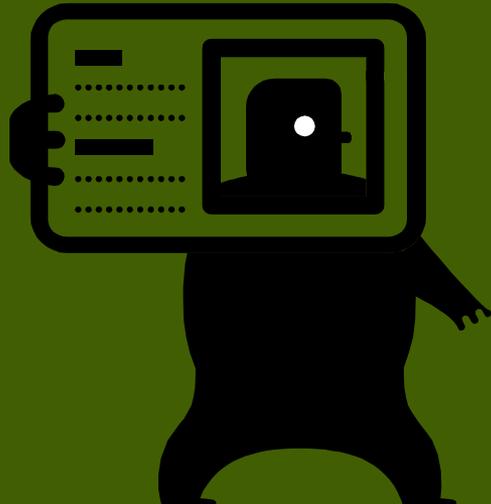
- Place product on assigned pallets, do not mix product
- Shift Leader must remain at booth until tokens are collected by a Token Manager, and product is inventoried by Dublin AM Rotary
- Bring radios, aprons and supply box back to Sharing o' the Green headquarters



Alcohol Serving Hours



- Friday: 4 – 11:30 p.m.
- Saturday: 11 a.m. – 11:30 p.m.
- Sunday: 11 a.m. – 8:30 p.m.



You must have your Driver License with you to serve



Tokens

Tokens



- Tokens are \$2 each
- No cash transactions at beverage locations
- Beverages are served in exchange for tokens
- Tokens will be picked-up periodically by a Token Manager (DIF TM)



Which Are Counterfeit?





Counterfeit!



Counterfeit!



Safety Plan – Tier Three



- **Suspension of Operations:** Severe weather is imminent or other threat identified
- **Action:** Sellers will immediately stop selling and either put up tent sides or close beer truck. At least two sellers will remain at location until tokens are picked up



Safety Plan – Tier Four



- **Evacuation:**
There is threat of death or serious injury
- **Action:** Sellers will immediately stop selling and either put up tent sides or close beer truck. If tokens have not been picked up, sellers will take tokens with them to a shelter location



Safety Plan – All Clear



- **All Clear:**
The point at which the threat no longer exists
- **Action:** Beverage workers will take down sides of tent and prepare for sales. Token Managers (DIF TM) distribute token collection bins will as quickly as possible



Breakout Sessions



- All Cocktail Location Servers & Beverage Tasting Tent Servers to Talla 1 & 2



- All Beer Location Servers remain seated



- Staff will **NOT accept** your agreements and hand out parking passes until you have completed your breakout session

Appendix T





7125 Riverside Dr., Dublin, Ohio 43016
614/889-7444 • www.dublinarts.org

Memorandum

TO: Dublin City Council 
FROM: David S. Guion, Ph.D., Executive Director, Dublin Arts Council
RE: Eddie Adams: Vietnam
DATE: June 18, 2014

The following is an outline of the presentation content to be presented at the June 23, 2014 City Council Meeting by David S. Guion. A budget for the proposed project is attached as Appendix A. An overview of the publication Eddie Adams: Vietnam and the contents of the exhibition are attached in Appendix B and C.

Dublin Arts Council Proposed exhibition-Eddie Adams: Vietnam
May 25-September 11, 2015

Dublin Arts Council and the City of Dublin have been presented with an exclusive opportunity to honor Dublin Veterans while providing aesthetic and educational experiences for the Dublin community and beyond.

The Exhibition:

- Collection of 50 photographs taken by Eddie Adams
- Video feedback booth
- Video documentary "An Unlikely Weapon: The Eddie Adams Story" by Morgan Cooper
- Lectures provided by Hal Buell and Alyssa Adams
- Student and community workshops

Distinguished Guest Artists:

Hal Buell

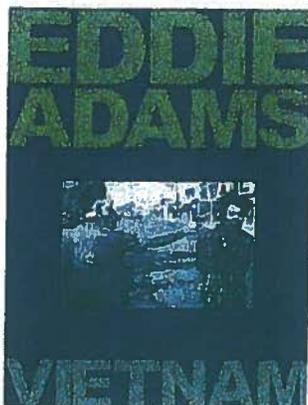
- Photographer and Author
- Veteran photo editor, 25 years as head of Associated Press
- Organized and managed picture news coverage ranging from political conventions to Olympic Games
- Led the program at AP to develop a digital picture archive that contains more than 7,000,000 images
- Photo commentator on NBC, ABC, CBS, PBS, CBC, BBC, History Channel and NPR
- International photo ethics lecturer

Alyssa Adams

- **Widow of photojournalist Eddie Adams**
- **Executive Director of Barnstorm: The Eddie Adams Photography Workshop**
- **Deputy Photo Editor for TV Guide**
- **Fine Art Photographer**

umbrage

+GALLERY
+PUBLICATION
+MULTI-MEDIA
+TRAVELING EXHIBITIONS



BOOK

- Hardcover
- 9 x 12 in., 240 pp.
- 200 B+W Photographs
- US \$50.00
- ISBN 978-1-884167-96-6

EXHIBITION

2009-2014 Domestic and International tour

Total 130 items to occupy 104 linear feet:

- 26 prints at 16 x 20"
- 24 prints at 20 x 24"
- 4 text panels at 20 x 24"
- 50 captions at 2.5 x 3"
- 6-8 week bookings
- Video documentary film:

An Unlikely Weapon by Susan Cooper

- Original journals, dog tags, scrapbooks of tear sheets from AP and other magazines
- Fee: \$5,500 / Plus one way shipping and insurance
- Security: Moderate

www.umbragegallery.com

For more information, please contact: Ashley Singley
ashley@umbragebooks.com

EDDIE ADAMS: VIETNAM

Edited by Alyssa Adams

Narrated by Hal Buell; contributions by Peter Arnett, Tom Brokaw, Tom Curley, George Esper, David Halberstam, Kerry Kennedy, David Kennerly, Morley Safer, Bob Schieffer

Publication Date: March 5, 2009

**BOOK LAUNCH: MARCH 5, 2009, 6-8PM AT UMBRAGE GALLERY
111 FRONT STREET #208, BROOKLYN, DUMBO**

The first book and exhibition by one of the world's legendary photojournalists, **EDDIE ADAMS: VIETNAM** is long-awaited landmark. Adams' life in the headlines took him to the remotest corners of this troubled, beautiful planet compiling historic record of the days of our lives. His 45-year career covered thirteen wars and amassed some 500 photojournalism awards, photographing five Presidents, numerous kings, queens and heads of state along the way, Adams worked for *The Associated Press*, *Time* and *Parade*, but his 1968 Pulitzer Prize-winning image photograph from Vietnam cemented his reputation in the public eye and stands forever as an icon for the brutality of our last century: the image of Nguyen Ngoc Loan, then national police chief of South Vietnam, firing a bullet at the head of a Vietcong prisoner standing at arm's length away on a Saigon street. Together with Nick Ut's 1972 image of a naked girl fleeing her napalmed village, Adams's image fueled antiwar sentiment that ultimately changed public policy. As CNN Pulitzer-winning reporter Peter Arnett said of the image: "Today's photographers are just as brave and skilled as those who went to 'Nam, but they work in a prison of image control. The image mongers learned from Vietnam that great photographers always cut the legs off rhetoric. Eddie's image is a graphic reminder that we have yet to see a defining image from our wars in Iraq and Afghanistan."

This book reveals the full range of Adams's world-changing works in Indochina is revealed, and through astonishing never-before-seen pictures, articles written for publication by Adams, pages from his personal journals and other artifacts, one great journalist's experience of the war is told in gripping detail.

ABOUT EDDIE ADAMS

Edward Adams was born on June 12, 1933, in New Kensington, Pa., the son of Edward and Adelaide Adams. While in high school he joined the school newspaper as staff photographer, and after graduation served for three years as a combat photographer with the Marines in Korea. He later worked at *The Evening Bulletin* in Philadelphia from 1958 to 1962, and then joined The Associated Press. He worked for *Time* from 1972 to 1976, and returned to The Associated Press as a special correspondent to cover the Vietnamese boat people, pictures widely published and presented to Congress by the State Department, which influenced the government's decision to admit 200,000 South Vietnamese refugees to the United States.

For two decades Adams worked as a special correspondent for *Parade*, taking portraits of world leaders and other figures, with dozens of cover stories to his credit. In 1988 he started the Eddie Adams Workshop, a training ground for aspiring photojournalists, in Jeffersonville, NY, with a faculty of well-known photographers and picture editors. His photographs of human rights defenders from 36 countries were published in a book with Kerry Kennedy, *Speak Truth to Power* (Umbrage).

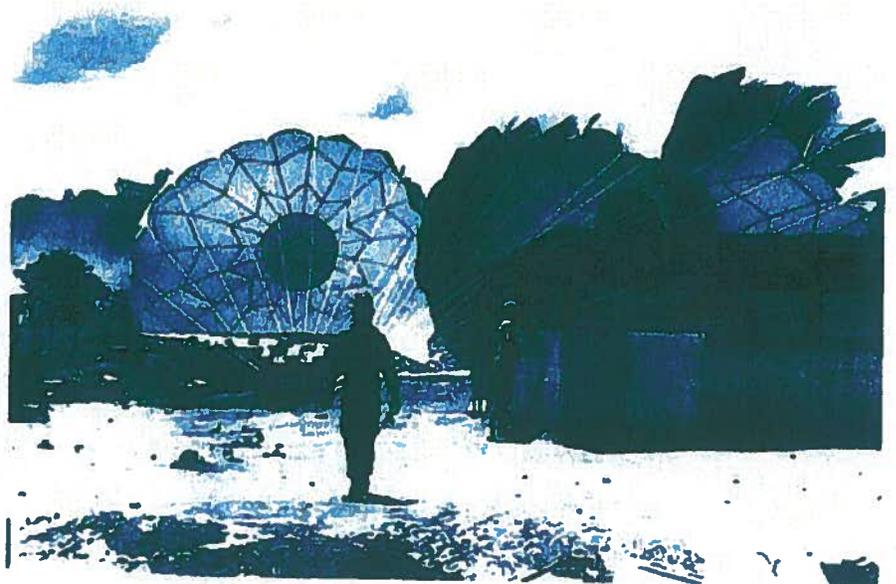
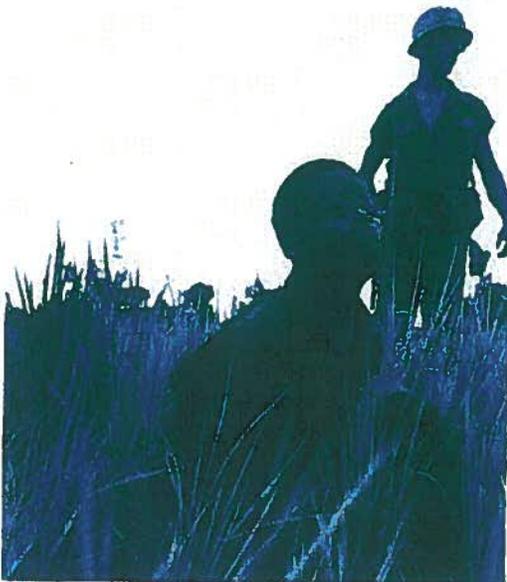
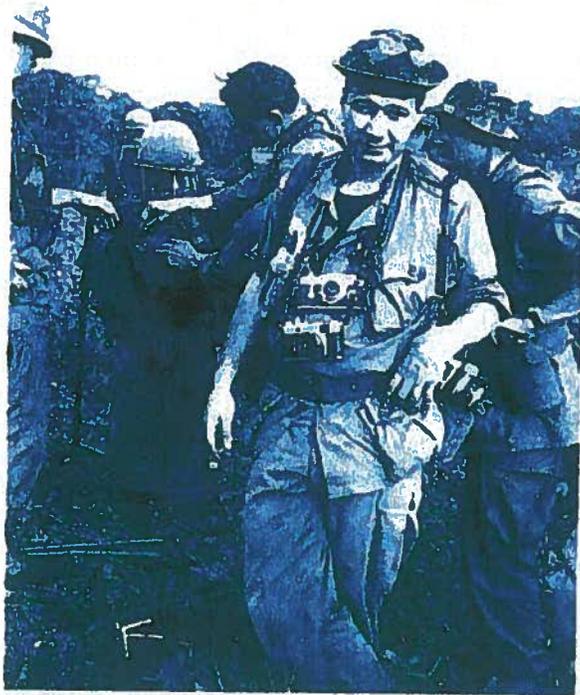
Author and Curator **ALYSSA ADAMS**, is available for panel discussions and lectures along with **HAL BUELL**, former bureau chief AP.

"EDDIE'S WORK FROM VIETNAM IS PHOTOJOURNALISM AT ITS APEX." —Peter Arnett

"HE WAS SMART AND BRAVE, AND HAD THAT MAGNIFICENT SENSE OF ANTICIPATION THAT ALL BRILLIANT ACTION PHOTOGRAPHERS HAVE." —David Halberstam

"FOR EDDIE THE CAMERA WAS JUST PART OF HIM. HE HAD THE BEST REFLEXES OF ANYBODY I'VE EVER KNOWN—AND THOSE INSTINCTS ARE WHAT MAKE A GREAT COMBAT PHOTOGRAPHER." —Bob Schieffer

"PICTURES DON'T TELL THE WHOLE STORY—IT'S A MOMENT. YOU DON'T SEE ALL SIDES. BUT PICTURES ARE IMPORTANT BECAUSE PEOPLE BELIEVE IN THEM."
—Eddie Adams



Appendix C

Eddie Adams

Vietnam

Photographs by Eddie Adams, Associated Press
An Umbrage Editions book and exhibition

All photographs printed by Mark Savoia at Connecticut Photographics, Inc.
Framing by Chris Durante Framing Studio

Total: 71 items

- 50 pigment on archival Hahnemuhle photo rag paper framed in black metal under plexi
- 4 text panels at 20 x 24 inches
- 50 captions at 2.5 x 3 inches
- 1 CD with caption template and venue survey
- 6-8 week booking
- Fee: \$5,500 plus prorated one way shipping and insurance.
- 10 copies of catalog/ publication
- 10 copies of *Eddie Adams: Vietnam* included with each booking.

1



Page 61

U.S. Marine Commander, An Hoa, Vietnam

July 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

2



Page 35

U.S. Marine Lieutenant John Schwartz, twenty-five, advisor to the Vietnamese Black Panther Company, directs his twenty-sixth and last combat mission before heading home to Columbus, Ohio. He plans a thirty-day vacation in Miami with his parents.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

3



Page 85

Paratrooper drapes his finery of war, a bandolier of cartridges for his M-60 machine gun over his shoulders and wears a helmet adorned with branches as he prepares to move out with his platoon in search of Vietcong guerillas in South Vietnam. He is a member of the 173rd Airborne Brigade, which is conducting a search-and-destroy patrol in the jungle forty miles northeast of Saigon.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

4



Page 59

Blood streaks the face of Marine Private First Class Robert E. Herbison of Medford, Oregon, as he gets medical attention after being wounded in the head and legs by Viet Cong sniper fire. Herbison was hit during marine offensive operation against Viet Cong village complex of Le My, southwest of Da Nang, South Vietnam.

May 4, 1965

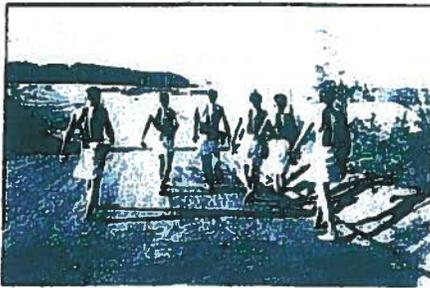
Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

5



Page 38

Marines carry their weapons even to take a bath near their camp in Chu Lai, South Vietnam.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

6



Page 40

A Vietnamese woman watches a group of U.S. Marines march along a dirt road toward defense positions on hill 327, a strategic knoll near Da Nang Air Force Base.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

7



Page 63

Wounded U.S. Marine Boarding Helicopter, An Hoa, Vietnam

July 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

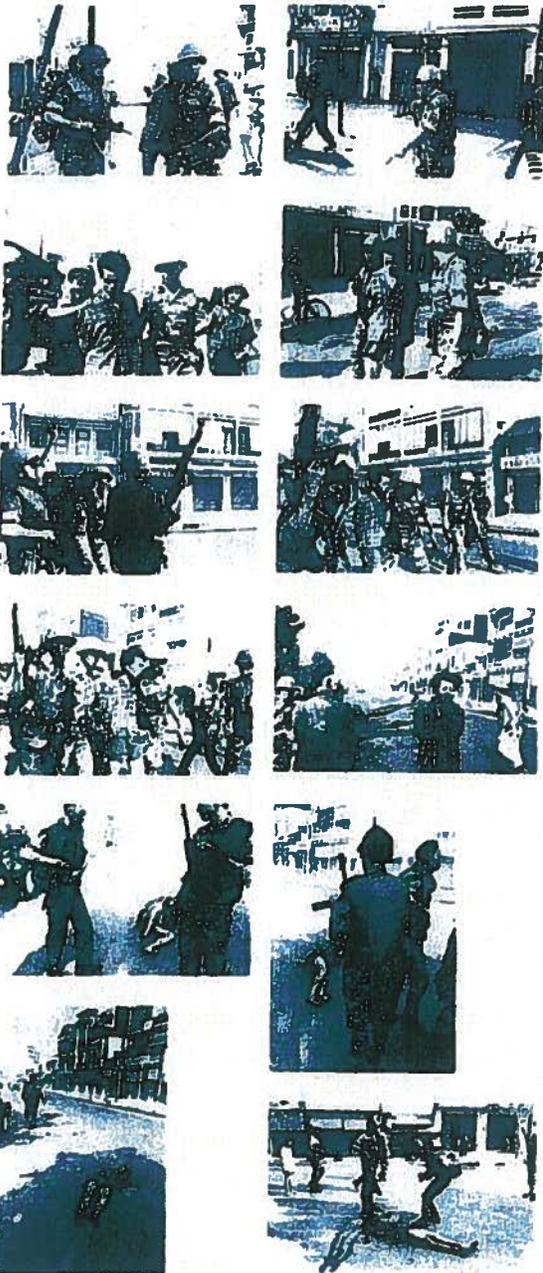
8



Page 143
Pulitzer Prize winning photograph of Viet Cong officer executed by
General Loan, Saigon

1968
Pigment on archival Hahnemuhle photo rag paper
Frame size: 16 x 20 inches
Courtesy of the artist
\$2000

9



Page 143 (contact sheet with 13 frames)
Associated Press Radiophoto from Saigon
The moment that South Vietnamese National Police Chief Brig. Gen. Nguyen
Ngoc Loan executes a Viet Cong officer with a single pistol shot in the head is
pictured by Associate press Photography Eddie Adams in Saigon Feb. 1. The
Viet Cong officer grimaces at the impact of the fatal bullet. Carrying a pistol and
wearing civilian clothes, the Viet Cong guerrilla was captured near An Quang
Pagoda, identified as an officer and taken to the police chief.

1968
Pigment on archival Hahnemuhle photo rag paper
Contact sheet: 20 x 24 inches
Courtesy of the artist

(Left to right, top to bottom, 1-13)
\$2500

10



Page 94

Parachutes billow in the wind shortly after they hit the ground at Plei Me last weekend during an attack on the special forces Montagnard post by Viet Cong guerrillas. The supplies enabled the Vietnamese troops and their American advisors to stave off guerrilla attacks until reinforcements arrived.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

11



Page 76

U.S. helicopters, Van Tuong, Vietnam.

July 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

12



Page 83

U.S. marine Corporal Stanley Borninkhof of Shelby, Montana stands guard with a machinegun at corner of a house in Ba Gia. In the background is wreckage of a U.S. army helicopter. The aircraft was shot down by Viet Cong fire as it tried to land at the outpost, some 330 miles north of Saigon. One crewman was killed and the other three were evacuated from Ba Gia which has been ringed by Viet Cong positions.

July 5, 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

13



Page 46

"These pictures were shot while I was lying on my belly hiding from sniper fire. I was with a marine platoon just south of Da Nang. We were looking for a company of Viet Cong believed to be in the area. After the shooting stopped, the Marines rounded up all the villagers and questioned them. They got few answers. No one would tell where the men of the village were—a typical reaction. The picture of the woman holding the child has become my favorite." Eddie Adams in *The Bergen Record*, November 13, 1965.

April 25, 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

14



Page 68, 69

South Vietnamese woman and wounded husband trying to board U.S. evacuation helicopter to escape Vietcong attack. They were left behind. Ba Gia, Vietnam

July 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

15



Page 75

A U.S. Marine keeps a close watch on a young Vietnamese boy suspected of being a Viet Cong agent. He was trussed and kept under close watch.

October 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

16



Page 44

With the persuasion of a Vietcong-made spear pressed against his throat, this captured Vietcong guerrilla decided to talk to interrogators. He was captured when two Vietnamese battalions overran a Vietcong camp southwest of Danang Air Force Base.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

17



Page 52

Private First Class Thomas M. Bresnan, a Marine Corps machine gunner from Flushing, New York, holds a crucifix during a Good Friday service at the Marine Corps compound at Da Nang Air Base in Vietnam.

April 15, 1956

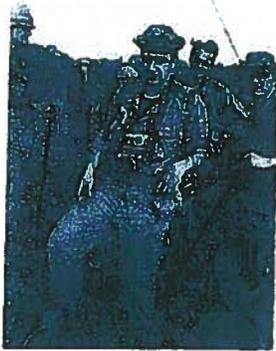
Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

18



Page 31
Eddie Adams arrives in Vietnam

1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 16 x 20 inches
Courtesy of the artist
\$1200

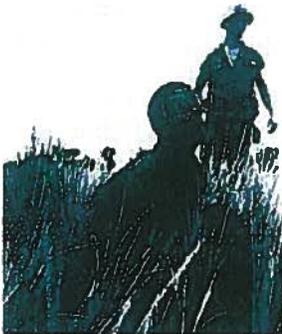
19



Page 71
South Vietnam, Marine stands guard over Viet Cong suspect tied on the end of a rope.

July 9, 1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 16 x 20 inches
Courtesy of the artist
\$1200

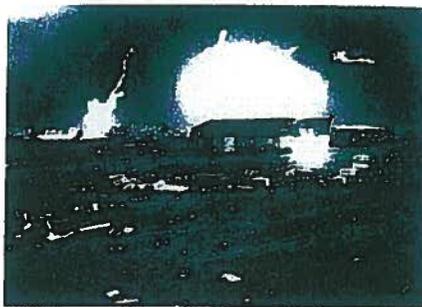
20



Page 89
Wide strips of tape cover eyes and mouth of suspected Viet Cong guerrilla after his capture September 9 by U.S. Marines near Chau Dinh in joint venture with Vietnamese troops on Batangan peninsula twenty miles south of Chu Lai. Leathernecks and government forces made landing on the peninsula September 7 and continue operation to clear area of Viet Cong.

September 9, 1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 16 x 20 inches
Courtesy of the artist
\$1200

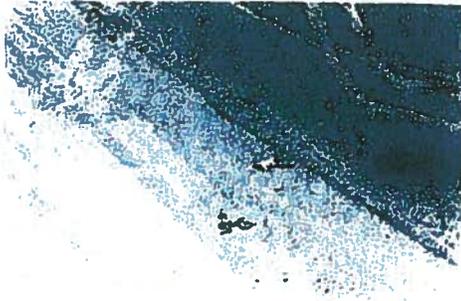
21



Page 99
Flares dropped by U.S. Air Force planes leave white trails of smoke as they drop into the beleaguered U.S. Special Forces outpost at Plei Me, South Vietnam. Bitter fighting continued throughout the night as Viet Cong guerrillas pressed the attack despite pounding by U.S. planes and withering fire from the camp.

1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 20 x 24 inches
Courtesy of the artist
\$1200

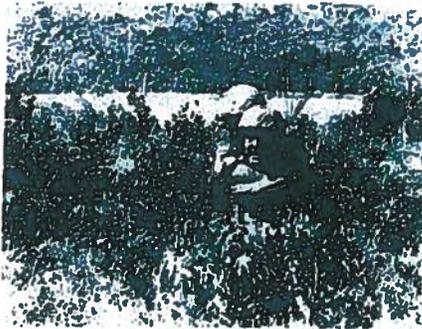
22



Page 81
Viet Cong casualties, An Hoa, Vietnam

July 1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 16 x 20 inches
Courtesy of the artist
\$1200

23



Page 52
U.S. Marine Sgt. Lyle Lewis of Tacoma, Washington, carries wounded leatherneck to stretcher at base of a hill on April 28. The marine was injured while serving on a patrol unit that moved deep into Viet Cong territory from Da Nang Air Base.

1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 16 x 20 inches
Courtesy of the artist
\$1200

24



Page 100
Sunset patrol by Memontagnard soldiers at Plei Me about 210 miles north of Saigon, during an attack last weekend by a large number of Viet Cong guerrillas. The defenders were besieged for several days before they beat off the attackers.

1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 20 x 24 inches
Courtesy of the artist
\$1200

25



Page 110
Men of the U.S. First Cavalry division, ferried into Plei Me by helicopter, move cautiously over the crest of a hill searching for rear-guard elements of the Viet Cong force that had kept the outpost under siege for a week. Soldier at left carries a light machine gun as he approaches burning pile of underbrush.

October 26, 1965
Pigment on archival Hahnemuhle photo rag paper
Frame size: 20 x 24 inches
Courtesy of the artist
\$1200

26



Page 87

A Viet Cong soldier, captured July 1 during an ambush of government troops near Cheo Reo, looks apprehensively at his captors as he awaits interrogation. The eighteen-year-old guerrilla was one of two prisoners taken by government troops. Heavy casualties were inflicted by both sides in the fire fight that allowed the ambush.

1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

27



Page 153

A young Vietnamese boy who serves as a "mascot" for a marine unit operating in the western part of Saigon stops for a quick smoke. He is 15-year-old Nguyen Van Tu who had earlier helped the unit in discovering Viet Cong arms caches in the area he resides. He is not armed but helps with the cooking, carrying the wounded, and running down to the corner store to buy a beer.

May 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

28



Page 189

Cavalry troops move off towards the A Shau Valley from a landing zone on the fringe of the valley. The cavalrymen are taking part in operation "Delaware," which will take them into the valley. The major enemy supply base in South Vietnam. The enemy uses small jungle trails to ferry their men's equipment into the area. American troops have not entered the valley for two and a half years. The valley is situated 25 miles west of Hue and 375 miles north of Saigon.

April 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

\$1200

29



Page 124

U.S. Marines walk along paddy dikes as they move into position for search operation against Viet Cong guerrillas near Quang Ngai. Sun appears over the hills as the leathernecks column advances.

January 29, 1966

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

30



Page 117

Escape Through Cemetery. A Group of U.S. 1st calvary division soldiers, several of them wounded, race through Vietcong sniper fire to reach helicopter in a cemetery in Hoai Chau Jan. 31. Sand and airblasts from helicopter rotor whip at them as they dash through the cemetery, dodging gravestones and enemy fire. Troops of the unit not evacuated on helicopter were caught in a deadly crossfire when friendly South Vietnamese troops mistakenly opened fire on them.

1966

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist's estate

\$1200

31



Page 119

U.S. Marine, 1st Calvary, Hoai Chau, Vietnam

January 31, 1966

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist's estate

\$1200

32



Page 193

Medics treat wounded at Cuvier River where many were wounded over coming entrenched North Vietnamese forces. Fighting took place at Dai Do, three miles from the river.

May 7, 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

33



Page 194

At an evacuation point along the Cua Viet river near Dong ha, a wounded marine who has been slightly wounded in the chest stands and holds a bottle of plasma for his wounded buddy. Both men were wounded in heavy contact with approximately 2000 north Vietnamese regulars at Dai Do. A large part of a U.S. marine battalion was wounded or killed in the action. The North Vietnamese were attempting to interdict river traffic on the river which serves as a resupply line for several marine bases near the DMZ.

May 5, 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

34



Page 184

Marines run to board a helicopter at Khe Sanh

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

35



Page 174

A wounded Viet Cong prisoner whose hands have been tied with electric wire smokes a cigarette and waits with other wounded government soldiers to be evacuated. The man was wounded during fighting in western Saigon. The Viet Cong and his unit had moved into the area and opened fire on government troops.

May 31, 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

36



Page 199

Marine medics and helpers go round the wounded Marines at an evacuation point along the Cuu Viet River. The Marines were wounded during several charges against a North Vietnamese held village near the DMZ. The North Vietnamese entrenched in Dai Do (three miles from the river) each time pushed back the Marines.

May 5, 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

37



Page 186

Two North Vietnamese troops. Their heads hooded with sandbags and hands tied behind their backs, are led into Khe Sanh by US Marines. They were captured on the base's perimeter. The captives were evacuated for interrogation

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

\$1200

38



Page 9

A young Vietnamese on a motorbike stops to look at a Viet Cong killed in the western section of Saigon, Cholon. During day-long fighting, a group of Viet Cong moved into the area following an early morning mortar barrage on different parts of the city. The fighting which took place in Cholon was near a heavily-hit area during the Tet offensive.

May 5, 1968

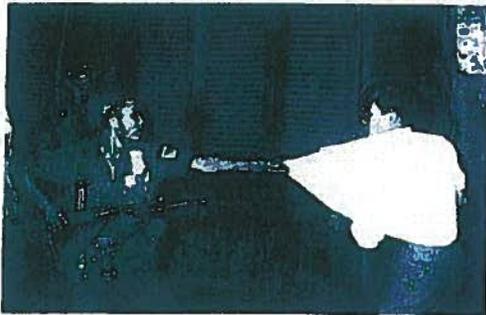
Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

39



Page 172

Vietnamese troops break up demonstration in Saigon.

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

40



Page 127

Some 10,000 South Vietnamese marched across a bridge in Hue March 23 during a demonstration against the policies of the government in Saigon and Premier Nguen Cao Ky. A similar demonstration was staged in Da Nang, not far away. The demonstrations intensified the political dispute between the military government and Buddhist leaders.

March 23, 1965

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

41



Page 156, 157

A Gi helps a Vietnamese girl set off a string of firecrackers in the days before the city's Tet celebration. Days later the city crackled with gunfire and grenades as Vietcong and North Vietnamese launched the Tet offensive.

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

42



Page 143 (contact sheet with 13 frames)

Associated Press Radiophoto from Saigon

The moment that South Vietnamese National Police Chief Brig. Gen. Nguyen Ngoc Loan executes a Viet Cong officer with a single pistol shot in the head is pictured by Associate press Photography Eddie Adams in Saigon Feb. 1. The Viet Cong officer grimaces at the impact of the fatal bullet. Carrying a pistol and wearing civilian clothes, the Viet Cong guerrilla was captured near An Quang Pagoda, identified as an officer and taken to the police chief.

1968

Pigment on archival Hahnemuhle photo rag paper

Contact sheet: 20 x 24 inches

Courtesy of the artist

\$1200

43



Page 191

Residents of Hue make their way carefully across a bombed bridge in the central city.

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

44



Page 164

Bombs explode in Cholon during the Mini-Tet Offensive

May, 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

45



Page 171

A Vietnamese man carries his lightly wounded wife out of a threatened area in Southern Saigon. Day-long fighting in the area erupted at dawn with a daring Viet Cong attack on a police station. As they did during the Tet Offensive, residents abandoned their homes escaping to safer parts of the city.

May 8, 1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

46



Page 178, 179

The wounded and the dead in a Saigon street during the Tet offensive.

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

47



Page 209

A Vietnamese woman uses a blanket to shelter herself and her child from the hot sun aboard a refugee boat. They are among 50 refugees aboard a 30-foot fishing boat in the gulf of Siam looking for freedom in Thailand.

November 30, 1977

Pigment on archival Hahnemuhle photo rag paper

Frame size: 20 x 24 inches

Courtesy of the artist

\$1200

48



Page 181

Vietnam

1968

Pigment on archival Hahnemuhle photo rag paper

Frame size: 16 x 20 inches

Courtesy of the artist

\$1200

49



Eddie's photo of & article re: Lt. Robb, LBJ's son-in-law, being just like any other soldier. Source not attributed.

50

8 Police killed
 12 Capt
 1 Civil Guard
 9 Police wounded
 1 Captain wounded
 5 Dogs wounded
 5 BSA destroyed
 9 Civilian houses destroyed

 1 Jet plane with
 1000 lbs of bombs
 + 5000 lbs
 wings

1965 Bong Lua Notebook #1 entry re: number of people killed, wounded and damage (done to buildings, Dem. ribs planes (that may have done the damage?) No exact date.

51

1800 1st patrol
 coming thru
 wire into
 compound
 wounded &
 carrying
 a 50 cal
 machine gun
 they set out
 to get

 7 men
 trapped outside
 wire -

18:00 Patrol
 coming thru
 wire into
 compound
 wounded &
 carrying
 a 50 cal
 machine gun
 they set out
 to get

 7 men
 trapped outside
 wire -

(Probably) 1965 Bong-Lua Notebook #2 entry: "18:00 Patrol coming thru wire into compound wounded & carrying a 50 cal. machine gun they set out to get. 7 men trapped outside wire. 18:30 Sun is beginning to set. Planes are still strafing & bombing just outside our perimeter. Wounded lying all over the place. About 25 I guess."

52

May/April 1965 letter from Margaret Beverly to AP (received by Hal Buell)
 re: the possibility of a chapel being built in EA's name in Vietnam. (See
 also HB's response to M. Beverly, HB's note re: her proposal to EA [1965_

EAChapelResponseFromHal], and EA's Viet diary entry re: his receipt of Hal's note [1965_00_00_E_13])

57



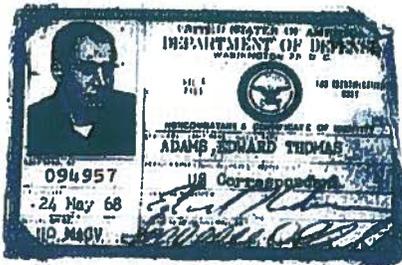
Japanese cartoon based on EA's Loan execution image. (See also 3/27/68 letter from AP's Pat McDonald that accompanied the cartoon 1968_03_27_1.)

58



EA piece re: "What is going to happen to the civil rights movement when thousands of Negro fighting men return to the U.S. from Vietnam?" His prediction- possibly more militant & violent. No year provided, but dated, June 7.

59



EA's May 24, 1968 issued Dept. of Defense identity card listing him as a U.S. Correspondent.

60



Letter from Jacob M. Jaffe, Chairman of the Journalism Dept. at Long Island University's Brooklyn Center, confirming his previously teletyped news that EA won the George Polk Memorial Award for Outstanding News Photography for the Loan execution pic. Dated 2/26/69

61



Congratulatory note on Pulitzer win from AP's George Esper? McArthur?
Dated 4/5/69

62



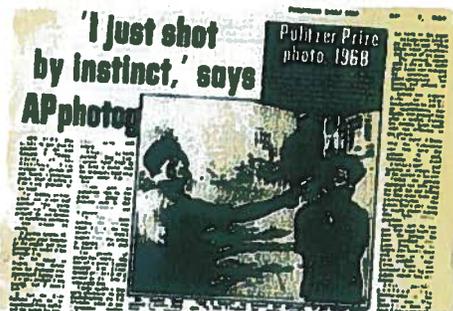
May 5, 1969 EA citation for winning the Pulitzer Prize in Spot News Photography. Citation cites his whopping big \$1,000 monetary award as well.

63



San Juan, Puerto Rico's "El Imparcial.."s 5/7/69 front page with Pulitzer pic.

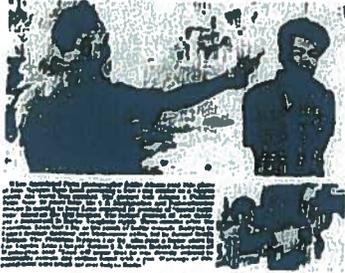
64



Philippine Daily Star article re: Pulitzer Prize: "'I just shot by instinct,' says AP photog.

69

Horror photo haunts Viet exile



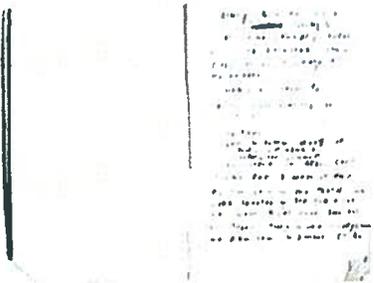
(no caption)

70



11/1/79 article on possible Loan deportation. (Can't read name of paper from this scan)

71



Undated blank notebook entry with quote from wounded "PFC William Huey, 19, from New Orleans..."It was bad. I made it back by the skin of my teeth. We were scratching for our lives. We went right over the top of them. They were everywhere. We ran low on ammo twice."

72



Undated blank notebook entry with quote from wounded "PFC William Huey, 19, from New Orleans..."It was bad. I made it back by the skin of my teeth. We were scratching for our lives. We went right over the top of them. They were everywhere. We ran low on ammo twice."

