

**Dublin City Council  
Public Services Committee**

Wednesday, May 16, 2023

5:00 p.m.

5555 Perimeter Drive

Council Chamber

Meeting Minutes

Ms. Kramb called the May 16, 2023 Public Services Committee meeting to order at 5:00 p.m.

Committee Members Present: Vice Mayor De Rosa, Mr. Reiner, and Ms. Kramb (Chair)

**Staff Present:** Ms. Goliver, Mr. Ranc, Ms. O'Callaghan, Mr. Earman, Ms. LeRoy, Ms. Gischel

**Approval of Minutes**

Ms. Kramb moved to approve the minutes of the March 8, 2023 Public Services Committee meeting. Mr. Reiner seconded the motion.

Vote on the motion: Ms. Kramb, yes; Mr. Reiner, yes; Vice Mayor De Rosa, yes.

**Discussion Items:**

Park Use Policy Update

Ms. LeRoy provided a summary of revisions made to the Riverside Crossing Park Event Use Policy since the March Public Services Committee meeting.

- Golf carts or other motorized vehicles are not permitted without prior approval.
- Type and style of fencing shall be reviewed through permitting process.
- Prior-year events will have first right of refusal (deadline of Jan. 1).
- Any expenses due to damage will be billed to event organizer.
- Recreational and public use is the primary purpose of the park.
- Scheduling tempo was removed.

Staff is examining potential sites for weddings in Riverside Crossing Park.

Ms. LeRoy shared proposed fees for Riverside Crossing Park and Coffman Park South Field. Staff worked with consultant/cost specialist and researched fees for similar venues. They looked at the Columbus Commons, which has almost exactly the same square footage as the Riverside Crossing Park grassy area. She noted that Columbus Commons has many separate fees.

Proposed fee for Riverside Crossing Park by Tier.

Event Tier	Tier 1	Tier 2	Tier 3
Full Day	\$250	\$1,000	\$4,000
Half Day	\$100	\$400	\$1,500

Ms. LeRoy reviewed tiers noting that staff involvement increases with each tier. If an event requires an entire day for set up or teardown, they would be charged half the amount.

Proposed fees for Coffman Park South Field by Tier.

Event Tier	Tier 1	Tier 2	Tier 3
Full Day – All Fields	\$120	\$500	\$2500
Half Day – All Fields	\$50	\$200	\$1,000
Full Day – Small Fields Only	\$60	\$250	\$1,250
Half Day – Small Fields Only	\$25	\$100	\$500

Ms. LeRoy explained that additional services (like police, parks or service) would incur additional costs. All fees are in addition to an event permit fee, which was set to cover staff time for permit processing. In response to a question from Vice Mayor De Rosa, Ms. Gischel stated that permit fees depend on tier and are \$75 for Tier 1, \$380 for Tier 2, \$5,000 for a new Tier 3 event and \$2,500 for a recurring Tier 3 event.

Ms. LeRoy stated that staff is proposing an effective date of September 1, 2023. She noted that the Color Fest will be held in downtown Columbus because they could not find sufficient parking. She shared the following examples of events and fees under the proposed fee schedule:

- Color Fest would have been \$5,000
- Cultural Celebration with Bridge Lighting - \$100
- Children's Hospital Duck Race - \$400
- JASCO's Obon Festival - \$1,000
- Proposed Wine Festival - \$4,000
- PanCan Purple Stride Event - \$500

JASCO's event and the wine festival may result in higher fees based on the need for set-up/clean-up days.

Ms. LeRoy shared the following questions for discussion by the Committee:

*Does the Public Service Committee (PSC) recommend the revised Riverside Crossing Park Event Use Policy to the full City Council?*

*Does the PSC have feedback regarding the proposed fees associated with the Riverside Crossing Park Event Use Policy?*



Vice Mayor De Rosa asked for a clear definition of "event". Ms. LeRoy explained that it would be anything that would take the park use out of normal recreational use. It would also be anything to which the public is invited and might impact the use of the park or neighbors of the park. A permit can also give permission for things that are not typically allowed without a permit, such as erecting a tent or bringing in a food truck.

Vice Mayor De Rosa stated that she advocates strongly for removing as many barriers as possible to using that park. She confirmed that a musician can set up and play as long as they do not use amplification. Ms. LeRoy clarified that Vice Mayor De Rosa is accurate as long as the musician does not ask for money. In response to Vice Mayor De Rosa's question about artists, Ms. LeRoy stated that an artist could not sell wares. That is generally discouraged because it is a private business. Vice Mayor De Rosa stated that she would like to encourage that. She believes that attracts rather than detracts. Mr. Ranc stated that a specific example of an artist selling caricatures would need more discussion. The sale of private goods in a public park is prohibited currently, but staff could look into that. The purpose of what is being discussed tonight is to take care of increased maintenance and anything that would take the park out of commission for public use. Vice Mayor De Rosa stated that she would like to enliven the park. Ms. Krumb stated that it cannot be opened to all but someone creating art is different. Vice Mayor De Rosa stated that she is thinking of waterfront parks in Paris and across Europe. She stated that there is a set of activities that she would like to figure out a way to allow in a way that would be congruent with what we desire. She would really like to see some approach to how activity is permitted as well as encouraged. Mr. Earman stated the comment about the artist is a great one. We want to make sure that people are not profiting off of the taxpayers that pay for these parks. Vice Mayor De Rosa stated that there should be an associated fee.

Vice Mayor De Rosa asked for the rationale behind multiple fees rather than a single fee. Ms. LeRoy stated that it allows for flexibility for spaces and amenities used. Vice Mayor De Rosa stated that she does not want to see fees discourage use. She is fine with the policy and fee structure provided fees and usage are tracked. Mr. Ranc confirmed that staff will regularly review them.

Mr. Reiner agreed with Vice Mayor De Rosa with regard to encouraging people to use the park. He suggested the possibility of a preamble to the policy that states that we encourage a variety of activities in the parks before the fees are outlined. He is curious about how all of this works. He would not like to see only three or four major activities in Riverside Crossing Park. He gave the example of Milwaukee where something is happening every week. He deferred to staff

regarding the correct fee amounts. He would prefer to see the park in use. If there were a group of artists creating, he would not want them to be charged a fee.

Ms. Kramb stated that we have good comparisons for Tier 3 events because Columbus often runs large events. The small ones may be trial and error. Her question is regarding the written policy. It needs a map with clearly defined areas if the policy references west plaza, upper plaza, etc. Ms. Kramb stated that we also have to keep the walkway to the pedestrian bridge open. A visual representation is necessary to show what can be used and what cannot be blocked off. Ms. LeRoy stated those are in conversations staff is having with JASCO now. That can be put together quickly. Ms. Kramb stated that she does not want to block the plaza. The spaces need to be defined. Mr. Ranc stated that staff will add a map to the policy. With big events, a staff person may be required, dependent on the size of the event. Mr. Ranc confirmed the Committee would recommend this to Council with feedback included. Mr. Earman stated that it would be helpful to have a map onsite for the public as well.

Vice Mayor De Rosa asked how many Tier 1 and 2 events are planned for Riverside Crossing. Ms. Gischel stated that there are not many; maybe three or four Tier 2 events. Tier 1 events usually come to staff closer to the date of the event. Vice Mayor De Rosa stated that is discouraging. She would like to spend time promoting the park rather than regulating it. Ms. Kramb noted that it has not been advertised.

Ms. LeRoy stated that staff does get calls that do not rise to the level of event permits. Ms. Kramb stated that there are things happening. She had a friend who got married on the bridge.

Mr. Earman stated that it will be helpful to staff to have a permit in place.

Ms. Gischel introduced the Outdoor Fee-Based Activities. Staff is proposing to add a new permit process in addition to the Community Event permit process and Sports League permit process. This would be for smaller outdoor fee-based activities. The City of Dublin does have an ordinance in place that prohibits commercial activities in public parks. There is a clause allowing it with previous approval. There are times when business/commercial activities would enhance the user experience and staff would like the ability to allow this. The trend of outdoor activities has continued beyond the pandemic. Some examples of those activities would be group fitness classes, personal training, running clubs, art classes, guided walking tours, and theater performances. These are all fee-based. The purpose of the new permit is to provide permission to conduct



commercial activity, safeguard the parks, prevent scheduling conflicts, prevent overuse of specific venues and staff resources, and prevent duplication of services. By definition, an outdoor fee-based activity is an outdoor class, clinic, camp, guided activity, program or related services for which a payment fee, or other consideration is expected to be made by the Permittee. The activity must be primarily recreational in nature. Some exclusions are events covered under another lease or permit, as well as city sponsored or conducted events.

Ms. Gischel highlighted a few guidelines. An outdoor fee-based activity cannot disturb surrounding residents, businesses, or natural landscape of the park. The date or location should not conflict with another event or activity. Staff looked at cities with similar permits.

Ms. Gischel shared the proposed permit fees below.

Type of Business	1-9 Participants	10+ Participants
<b>Single Day</b>		
<i>Nonprofit</i>	\$15	\$25
<i>Commercial</i>	\$25	\$40
<b>Monthly</b>		
<i>Single Day</i>	\$75	\$150
<i>Nonprofit</i>	\$150	\$300
<b>3-Month</b>		
<i>Single Day</i>	\$175	\$350
<i>Nonprofit</i>	\$350	\$700

Ms. LeRoy stated that the fee breakdown is extremely similar to Columbus' policy.

Ms. Kramb asked if non-profits, like historical walking tours, that suggest a donation but do not require it would need a permit. Ms. LeRoy stated that is not something that staff has discussed. Ms. Kramb stated that she would support not requiring a permit for non-profit organizations that do not require payment. They may not make any money at all. Ms. LeRoy stated that this needs to be an activity, not just a sale. Bake sales would not fall under this category. The City has had people come and give away free back alignments where they are really selling chiropractic services. That would not fall under this policy because it is not recreational. Ms. LeRoy stated that the key is curating the experience we desire.

Vice Mayor De Rosa asked if the City charges the Arts League to set up in the Rec Center. Mr. Earman stated that we do not. Vice Mayor De Rosa asked why we are doing it with this policy. She wants to encourage art in the parks. Mr. Earman stated that is a good question. Staff would need to go back and do research and understand what others are doing.

Mr. Ranc stated this policy is aimed towards organizations that charge money. The Policy is silent on donations. That can be signified in the Policy. The idea is to not prohibit activities in park. Right now the existing ordinance is prohibiting activities charging a fee. Staff is trying to allow some of these activities to occur at a fair rate consistent with the reason. Staff is hearing that Committee does not want to discourage or limit donation-based activities, but allow these to occur in a way that is well understood by user and staff. Ms. Kramb stated that she agrees with the policy's stance on commercial users; her concern is with the non-profit users as the policy states now.

Ms. Gischel gave the example of the schools running camps or clinics using parks and charging fees. Ms. Kramb stated that we need to clarify non-profit organizations charging a required fee and that would exclude those requesting donations. Ms. Kramb had no suggestions regarding prices. She can see the difficulty in tracking this. Ms. LeRoy stated that some of these groups are already renting shelter houses and taking up the space for months.

Vice Mayor De Rosa provided the example of the Dublin Arts League doing an exhibition on the lawn, with artists coming and working and asked how we would make that fit. Mr. Ranc stated that some of these are covered in other policies currently in place. We are trying to be as prescriptive as reasonable while understanding that the Event Administrators will have flexibility.

Mr. Reiner stated that we have so much greenspace. Staff could direct people to appropriate spaces. Mr. Earman stated that it might be to our advantage to give administrative staff authority to be flexible within the intent of the Policy. We can review with Council. Ms. Kramb stated that Council would like to know how much activity is occurring and how well it is going.

Vice Mayor De Rosa wants to encourage, not discourage use of the park.

Ms. Kramb suggested staff clarify the non-profit piece.

Mr. Ranc confirmed that the Committee is comfortable taking this to Council as well with clarification of the non-profit organizations. Vice Mayor De Rosa suggested staff include examples like artists.

Vice Mayor De Rosa asked about food truck discussion.

Ms. Kramb stated that she is very pro-food truck.

Ms. LeRoy stated food trucks are allowed to park along Riverside Drive and have been doing so. Ms. Kramb stated that the City should be charging them. Vice Mayor De Rosa asked if that is the policy in Columbus. Ms. LeRoy stated that



Dublin does not charge for Wednesday food trucks. Columbus has certain spots for rent. They do control those more. It is worth staff looking at that again. Ms. Kramb stated that she thinks it would be great to rent out spots on southbound Riverside Drive to food trucks. Mr. Ranc stated that would not pertain to these policies. Staff can report back on food trucks. Vice Mayor De Rosa stated that she knows the restaurants would have opinions and she understands there is sensitivity there. We need to find a way for restaurants and food trucks to co-exist.

Ms. Kramb referenced the parking for south Coffman fields. People pull into the curb cut and it needs signage. It is very dangerous. The City could either make it an official pull-off or close it officially. Mr. Ranc stated that staff is working on that right now. Ms. Kramb stated that it would be a good pick-up/drop-off area for rideshares during the Dublin Irish Festival. Ms. LeRoy stated that the parking lot of City Hall is the official rideshare point. Unfortunately, those companies are not willing to work with our events. Police are well aware of that situation.

There being no further business to come before the Committee, the meeting was adjourned at 6:04 p.m.

  
Chair, Public Services Committee  
Deputy Clerk of Council