

# **Lincoln Parks and Recreation Department**

## **Policy 2022-01 Regarding Inscribed Markers in Parks and Park Facilities**

Approved by Parks and Recreation Advisory Board: March 10, 2022

Affirmed by Lincoln Parks and Recreation Foundation Board: April 13, 2022

### **Definitions**

For purposes of this policy:

- “Foundation” means Lincoln Parks and Recreation Foundation.
- “LPR” means Lincoln Parks and Recreation Department.
- “Markers” means inscribed pavers, bricks, tiles, plaques and other markers.
- “Park” is defined in 12.08.010 of the Lincoln Municipal Code as any area of public ground dedicated as a park or park land or held for the enjoyment of the public and managed, maintained, or under the jurisdiction of the Parks and Recreation Department within or without the limits of the city which is under the city ownership or control.
- “Park Facility” is defined in 12.08.010 of the Lincoln Municipal Code as any swimming pool, recreation center, or any other building or facility held for the enjoyment of the public and managed, maintained, or under the jurisdiction of the Parks and Recreation Department within or without the limits of the city which is under the city ownership or control, but shall be defined as those facilities valued at \$50,000 or more for this policy.
- “Park Feature” means elements placed in Parks with a value of less than \$50,000, including benches, drinking fountains, and inscribed Markers.
- “Acknowledgement” means an inscribed Marker and/or other Park Feature as designated by LPR and the Foundation.

### **Inscribed Markers in Parks and in/on Park Facilities**

The Foundation provides a number of donor program opportunities that include acknowledgements in the form of inscribed Markers that are placed in and on publicly owned and managed Parks, Park Facilities, and Park Features. Examples of such opportunities include inscribed pavers in Sunken Gardens and the Hamann Rose Garden at Antelope Park; inscribed bricks in the Veterans Memorial Garden; and bronze plaques associated with Park Features such as benches and drinking fountains.

Once installed, Markers and the associated Park Features become the property of the City of Lincoln. As such, LPR has the responsibility to review and approve proposed inscriptions. Decisions regarding inscriptions shall be made by the Director of LPR, and such decisions shall be final.

By allowing inscribed Markers, the City of Lincoln is not intending to create a public forum without restrictions on the wording of such Markers; rather, the City of Lincoln is intending to create a limited forum for inscribed Markers under only certain stated restrictions as set forth below.

Inscriptions on Markers to be placed in Parks and in/on Park Facilities are intended to recognize persons, families, events, teams, pets, businesses, or other legally recognized entities. Inscriptions on Markers may include letters, numbers, and punctuation marks. Inscriptions may also include special symbols limited to ampersand (&) and heart (❤️).

Inscriptions shall not include (1) any material (including names) that is so objectionable under contemporary community standards as to be reasonably foreseeable that the use of such material will result in harm to, disruption of, or interference with the City of Lincoln, City of Lincoln operations and/or members of the public (2) a slogan, logo, or wording that would be considered by a reasonable person to be advertising, or (3) references to protected classes under the law in a discriminatory or retaliatory manner.

Inscriptions may be in languages other than English. An individual proposing an inscription in a language other than English will be requested to provide the text for the proposed inscription and a translation into the English language in writing signed by the individual. LPR may seek assistance in confirming the translation. The content of non-English language inscriptions must be in compliance with other applicable policies, rules and regulations, and guidelines. Some letters, characters, and symbols of non-English languages may not be suited to the process of inscription in concrete pavers or stone. LPR may recommend consideration of alternative text or format if there is a concern that letters, characters, or symbols may not be effectively rendered through the inscription process.

Unless otherwise provided by the terms of a particular donation program, acknowledgements in the form of inscribed Markers are not intended to be permanent. Such Markers will not be replaced at the conclusion of their useful life and/or if destroyed/damaged by natural disasters or criminal acts.

**Inscription Tables**

The table below will apply to Foundation’s donor programs (unless otherwise provided below or in specific inscription guidelines), including the Donor Acknowledgement Bench Program, Sunken Gardens inscribed bricks, Antelope Park Hamann Rose Garden bricks and tiles, Antelope Park Playground plaques, Sherman Field inscribed plaques and bats, golf course legacy bricks and plaques, and Legacy Tree Grove bricks and plaques. Donors will select combinations from columns 1 and/or 2 for the inscription text. Donors may also select from column 3, if desired.

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
Dedicated To	Name of individual(s)	Year of birth and/or death
Donated By	Family name (Smith Family)	Date of event
In Memory Of	Name of business/other legally recognized entity	
In Loving Memory Of	Relationship (mother, daughter, aunt, sister, father, son, uncle, brother)	
In Honor Of	Relationship + name (Coach Smith; Grandma Susan, etc.)	
In Recognition Of	Team	
	Name of pet	
	Event (anniversary, retirement, etc.)	

The table below will apply to Cascade Honor Roll Brick Program. Donors will select combinations from columns 1 and/or 2 for the inscription text. Donors may also select from column 3, if desired.

Column 1	Column 2	Column 3
Name of educator	School district	Subject taught
Name of honoree	School location	

The table below will apply to the Dog Run Tile Program. Donors will select combinations from columns 1, 2 3 and/or 4, as desired, for the inscription text.

Column 1	Column 2	Column 3	Column 4
Dedicated To	Name of pet	Year of birth and/or death	See You Over the Rainbow Bridge
Donated By	Family name (Smith Family)		Pawprints on My Heart
In Memory Of	Relationship (mother, daughter, aunt, sister, father, son, uncle, brother)		Best Friends
In Loving Memory Of			Always Remembered
In Honor Of			Forever Loved
In Recognition Of			Always in Our Hearts
Love Your			
Your Loving			

**Bricks of Honor**

Bricks of Honor is a sponsorship program at the Veterans Memorial Garden. Donors sponsor a brick, and brick inscriptions are intended to be a tribute to a veteran of United States military service. The term “veteran” is to be interpreted in accordance with Nebraska Revised Statute § 80-401.03. Inscriptions shall include the name of the honoree, and may include rank, service unit, years of service, the name of the war/conflict/operation in which the honoree served, the ship on which the honoree served, reference to the honoree’s duty, or the date the honoree was killed in action.

The name of the war/conflict/operation will be one of the following: World War I, World War II, Korea, Vietnam, Peace Time, Cold War, Operation Enduring Freedom (War in Afghanistan), Operation New Dawn (War in Iraq), Operation Iraqi Freedom (War in Iraq), or any other federally named operation.

Going forward, the name of future wars/conflicts/operations will be based on designations by the U.S. Veterans Administration.

### **Specific Inscription Guidelines**

LPR and Foundation may develop specific inscription guidelines related to a particular Park Facility and/or a fundraising campaign. Specific inscription guidelines will typically allow the name(s) of the honoree(s) and may include a brief, narrowly prescribed message of tribute, remembrance, or recognition on inscribed Markers. Specific inscription guidelines are otherwise subject to the provisions set forth above (including those related to the City of Lincoln's intent to create a limited forum under certain stated restrictions).

Specific inscription guidelines may allow a project or location-specific icon or mark to be included on inscribed Markers.

### **Applicability**

This policy is intended to supersede the following:

- Rules and Regulations regarding Inscribed Pavers, Bricks, Tiles and Plaques to be Placed in Parks and Public Garden Areas (adopted by EO No. 081989)