

Board of Commissioners Conneaut Township Park Memorial Picnic Table Donation Policy

This policy has been established to ensure that appropriate oversight is provided in preserving our park. Memorial Picnic Table donations shall contribute to the park visitor experience and preserve the visual character of the park setting. This policy may be revised at any time.

Criteria for a Memorial Picnic Table

Individuals and couples may be honored with a Memorial Picnic Table, and organizations if approved by the Board; animals are not permitted.

Site and Limit

The Board will determine approved sites for all picnic tables. Some sites may be deemed inappropriate for picnic tables. The Board will limit the number of picnic tables so that they will not detract from the visual character of the park setting. The Board reserves the right to refuse applications on this basis.

Style

Once a Memorial Picnic Table has been approved and the donation has been received, the park will purchase the materials for the picnic table then build and install it, which will be of a style as determined by the Board to maintain design consistency throughout the park.

Engraving

The park will procure the engraving to honor the individual(s) memorialized. The size, font, and design specifications as well as the approval of the message will be at the discretion of the Board or its designee. A maximum of two (2) lines will be allowed on Memorial Picnic Tables. Engraving is restricted to "In (Loving) Memory of" "the name of the person(s)".

Installation

The park will be responsible for the installation. The picnic table will be secured in a manner approved by the Superintendent.

Longevity

Park picnic tables in outdoor settings have a reasonable life span. The park will provide for normal maintenance and repair during its useful life. If picnic table removal is required, due to deterioration, damage or severe vandalism, the park is not responsible for replacement of the picnic table. The Park reserves the right to relocate the picnic table if unforeseen circumstances arise due to its location or setting. In the unlikely event the picnic table is stolen, the park will not be responsible for providing a replacement.

Cost

The Donor is responsible for all costs associated with the Memorial Picnic Table Donation. The donation of \$1,200 includes the cost of materials for the picnic table, the cost of the engraving, the cost of installation, and an administration fee to help cover costs of processing and maintenance.

Acceptance of the Donation

The Board or its designee must approve the donation.

Approval Process

Applications must be completed on the official application form and signed by the applicant. The Board or its designee has the responsibility to review and approve the Memorial Picnic Table Donation applications and the authority to deny those that it determines would be inappropriate. Requests will be processed in the order received.

Conditions

- Memorial picnic table donation must be paid in full following the approval of the application and before the order of materials, construction, and installation of the picnic table.
- No additional mementos, e.g. vases, statues, flowers, wreaths, balloons, or other ornamentation etc., shall be permitted on or around the picnic table.

Adopted May 8, 2024