

Policy 7.3.22 Dedication Plaques for Public Buildings

POLICY PURPOSE:

The purpose of this policy is to establish guidelines on the layout of plaques for the dedication of buildings on City property-

POLICY STATEMENT:

Dedication Plaques for Public Buildings

When buildings are dedicated or remodeled through the use of public funds, it is traditional practice to have a plaque installed dedicating the building. When such plaques are desired, the inscription on such plaques shall be limited to:

1. Facility name;
2. An inscription of dedication, if appropriate;
3. The date of dedication;
4. The names of seven Councilmembers in office at the time of dedication, plus the names of the Councilmembers in office since the project was budgeted¹;
5. The title of the Mayor and Vice Mayor at the time of dedication;
6. The name of the City Manager;
7. The name of the appropriate Department Director. If the plaque is for the dedication of major remodeling or expansion of a facility and a previous plaque(s) existed, those plaques will be retained and appropriately displayed in the facility.

(Adopted: RTC 85-362 (7/16/1985); Amended: RTC 00-142 (5/16/2000); (Clerical/clarity update, Policy Update Project 7/2005); Amended: RTC 06-259 (8//8/2006); Administrative update (March 2012))

Lead Department: Department of Library and Community Services

¹ In this context budgeted means the Council which approved the one-year budget which officially commences a project, even though it may have been planned earlier in the 10-year Resource Allocation Plan.