



## Takoma Park City Council Meeting – October 3, 2018 Agenda Item 7

### **Work Session**

Commemoration Commission Recognition Programs and other Projects

### **Recommended Council Action**

Discuss

### **Context with Key Issues**

The Commemoration Commission met with the City Council on September 24 to present its recommendations on streets named for Civil War generals and to brief the Council on recognition programs developed by the Commission and other projects.

The Commission's recommendations included:

1. Add a commemorative marker or plaque to provide historical information on the generals for which the streets are named.

The Council requested that the Commission come back to the Council with a process for developing the language, design, and placement of the marker and to reach out to as many parts of the community as possible in the process.

2. Place an interpretative marker at Heffner Park to recognize that recreation space was taken from the African-American community on Ritchie Avenue in order to build the Public Works facility. The Council endorsed this idea and the holding of a public meeting at Heffner Park with the Council, Commemoration Commission and the neighborhood to hear what residents wishes are for the interpretive marker.

3. Establish a process for the renaming of Jackson Boyd Park.

The Commemoration Commission will return to Council with information on the City-wide recognition process that would be used to select a new name.

4. Provide funding for the Commission in support of the work to be done.

The Commission was asked to develop a budget including funding for outreach efforts.

The Commemoration Commission also presented information on its inventory of existing commemoratives and on a series of recognition program has developed. The Council endorsed the personal recognition program in concept. Additional information on the City-wide recognition program will be provided at the work session.

Prepared by: Jessie Carpenter, City Clerk

Approved by: Suzanne R. Ludlow, City Manager

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**Council Priority**

Livable Community

**Environmental Considerations**

At this time, staff is not aware of environmental considerations related to the programs.

**Fiscal Considerations**

The Commission will develop and propose a budget to fund its projects.

**Racial Equity Considerations**

It will be important to ensure that recognition opportunities are available across the City rather than only in the wards with numerous benches and open space. Processes for nominating and selecting City-wide recognitions should include online participation rather than only petitions to be circulated by hand.

**Attachments and Links**

Information on City-wide recognition program

## **CITY-WIDE RECOGNITION PROGRAM**

*An individual, business, or a civic organization is eligible for a city-wide recognition based on the following criteria:*

- 1) Made a contribution to the social, cultural, historical, political, economic, environmental or civic life of the city; and*
- 2) If an individual, has lived or worked within the City of Takoma Park for at least (25) years, or if a business/ civic organization, has operated within the City of Takoma Park for at least 15 years; and*
- 3) Be nominated by 75 residents of the City, sixteen (16) years or older, on a form created by the Commission. Nominated individuals can be alive or deceased.*

### **2. Types of Recognition**

The Commission shall consider nominations for the following types of recognitions:

- 1) Naming of a City street b) municipal building park or recreation area, garden or memorial area, trail or bridge, sculpture or public art display.
- 2) Designating a bench in honor of a person, business or organization
- 3) Plaques or memorials; on or in a municipal building; or on municipal grounds
- 4) Other designations as determined by the Commemoration Commission

### **3. Procedure for Consideration**

Nominations for City-Wide Recognition of an individual, business or organization shall include:

- 1) an explanation of why this person, business or civic organization should be recognized,
- 2) a detailed sketch or description of the type of recognition requested
- 3) a proposed budget for recognition and plan to fund the project
- 4) list of nominating sponsors including names, addresses and contact information

The Commemoration Commission shall hold a public hearing on the proposed nomination within ninety (90) days from the date a complete nomination application has been received by the Commission.

The Commission shall make a recommendation to the City Council on the project after receiving public comments at a public hearing.