

ADMINISTRATIVE PROCEDURE No. 29

Department City Manager **Division** Public Works **Date** 10/26/09

This Procedure replaces
Number: New Procedure
Dated:

Approved:
Issuing Dept.: City Manager's Office

City Manager: _____
Lee R. Feldman, ICMA-CM

Honorary Street Naming- Dual Naming City Streets

POLICY:

The City of Gainesville adopts a policy to provide posthumous recognition to citizens who were significant contributors to the community by memorializing them with an honorary street designation. The intent of this document is to set forth a policy for establishing the honorary designation (or dual naming) of Gainesville city streets.

PRACTICE:

The individual recommended for memorialization shall meet one of the following criteria (as determined by the Gainesville City Commission):

- ☐ Been a significant contributor in the community;
- ☐ Served our country with distinction and gave his/her life in that service; or
- ☐ Served our community with distinction and gave his/her life in that service.

PROCEDURE:

1. An individual (or group) shall submit a city provided petition on behalf of the person proposed for memorialization to the City Commission via the Public Works Director or designee.
2. The Public Works Department will process the appropriate City Commission Agenda Item.
3. The segment of street being proposed for designation shall have some significance in common with the individual.
4. In accordance with City Code, the street retains its original E-911 designation. The dual naming will be an honorary designation.
5. Only one memorial designation per street segment.
6. Once approved by the City Commission, the Public Works Department will work with the individual (or group) to have the appropriate street name signs installed.
7. The Public Works Department will coordinate with the E-911 Center to ensure that they are aware of the honorary designation for emergency purposes.

Petition

We here by request the City Commission consider memorializing _____
by dual naming _____ between _____ and _____

_____ has (choose one of the following criteria)

- ☐ Been a significant contributor in the community;
- ☐ Served our country with distinction and gave his/her life in that service; or
- ☐ Served our community with distinction and gave his/her life in that service.

Provide brief description to illustrate the above noted criteria.

Signatures supporting the Petition:

[illegible]

[illegible]