

STATEMENTS OF POLICIES AND GUIDELINES FOR NAMING PARKS AND RECREATION AREAS WITHIN THE RACINE PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT.

POLICY PURPOSE

To honor a person, or persons, of exemplary moral character, who have made outstanding contributions, who have historical significance, who have performed service to the community or humanity, who have displayed outstanding leadership, and/or who have been instrumental in developing the facility. To develop a method to accept donations for memorials by the general public, and for recognition of significant contributions and/or donations to the Racine Parks, Recreation and Cultural Services Department.

POLICY STATEMENT

It is the City of Racine's intent through this policy to establish a systematic approach for the acceptance of donations, contributions and memorials, and to recognize those who have made significant contributions financially or otherwise.

AUTHORIZATION

The Racine Board of Parks, Recreation and Cultural Services is responsible for designating a name for all Park and Recreation areas within the Racine Parks, Recreation and Cultural Services Department

PROCEDURE

The Board of Parks, Recreation and Cultural Services may appoint a "Naming Committee." It shall be the responsibility of the Naming Committee to receive from the Board of Parks, Recreation and Cultural Services requests for the naming of specific Park and Recreation areas within the City of Racine PRCS Department. The naming committee may also initiate a name for a Park or Recreation area.

Requests or proposals to adopt a specific name for a particular Park and Recreation facility, or to change the name of any such facility that has not been previously named or dedicated in honor of someone, shall be submitted to the Board of Parks, Recreation and Cultural Services. The request or proposal shall be in written form, along with thorough documentation giving the reason for the selection of the proposed name, including a comprehensive listing of the contribution and personal services rendered. Contributions justifying such requests should relate in a logical manner to the specific request. The proposal is then to be referred to the Naming Committee for evaluation, research, consideration and recommendation to the Board of Parks, Recreation and Cultural Services. The Board of PRCS will act upon the recommendation of the Naming Committee.

The Board of Parks, Recreation and Cultural Services will investigate and evaluate all requests based on the criteria of this policy. The Board of Parks, Recreation and Cultural Services will notify the Alderman of the District of the Request or Proposal to seek his/her recommendation before referring the matter to the Common Council for consideration and action. If the petition requests a change of name, the Committee to which the Common Council refers the proposal shall hold a public hearing on the proposal prior to action by the Common Council.

GUIDELINES FOR THE SELECTION OF NAMES

Park and Recreation areas may be named:

1. For sites of historic, geological, geographic, botanical, horticultural or scientific features inherent to the area.
2. To honor a person, or persons, who make(s), or have made, a substantial contribution to the advancement, the improvement or the enlargement of the Racine Park and Recreation areas in the form of donated property or donated money, or both, for Public Recreation purposes.
3. To show gratitude to a person whom, over a long period of time, has devoted outstanding amounts of time, talent and effort to the advancement of the Racine Park and Recreation programs and/or the Racine Community.
4. For location such as the name of an adjacent street or the related plat or subdivision.

PARK FEATURES

Important and substantial park features within a named area may be given a name other than the name of the principal area, using the same guidelines as used for naming areas.

PLAQUES AND MARKERS

Plaques and markers shall be used to honor a person, or persons, in the community who have contributed to specific park and recreation facilities. Parts of facilities, such as rooms, auditoriums, athletic fields, etc. may be marked by an appropriate plaque or tree planting to commemorate the contribution of an individual or individuals. It is important that plaques are regulated, styled, and handled in a tasteful manner so as to be in the best interest of the community (this would be regulated by the Director of Parks, Recreation and Cultural Services, or his designee).

It is the Board's intent not to put monuments by each item donated as a memorial in each park or facility. The Board of PRCS for such memorials may designate a central plaque or sign.