

City of Bay City Nomination Form for Designation of City Assets

PURPOSE

This special distinction is designed to recognize people who have made significant local, regional and/or national contributions. Assets need not be named **only** for individuals.

Please review attached criteria to ensure your nomination can be considered.

DIRECTIONS

- Please TYPE or PRINT clearly.
- Attach supporting documentation. A reasonable amount of background material/history is encouraged, if available. If nominating a person's name, please check all that apply on the second page of this form.
- Only one nomination per completed form. Multiple nominations may be submitted using additional forms.
- Photos of the nominee are not required, but may be useful for media purposes.

NOMINEE INFORMATION

Individual name or designation to be considered (example: Red Rock Canyon, America The Beautiful Park, Leon Young Service Center)

NOMINEE

(Name or Designation to be considered)

Contact Information (if applicable)

If for individual (check one): Living Deceased Year _____

Address

Phone

E-mail

Is there a particular City Asset appropriate for this Nominee? If so, please specify:

BRIEF Summary of Nomination (Complete documentation should be attached):

NOMINATOR INFORMATION (Person submitting this application):

Name

Address

Phone (Day)

Phone (Evening)

E-mail

Signature

Date

MAIL, OR DELIVER, THIS NOMINATION PACKET WITH A \$50 FEE TO:**

City of Bay City Asset Naming Board
c/o Clerk's Office
301 Washington Avenue, Bay City, MI 48708

** Forms of payment include: cash, money order, or personal check. Please make checks payable to City of Bay City.

Call the City Clerk's office at 989-894-8169 to verify that the nomination has been received.

NAME CATEGORIES & SUB-CATEGORIES

(Please check all that apply)

<p>GENDER <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>AGE <input type="checkbox"/> Youth (up to 21) <input type="checkbox"/> Adult (22-74) <input type="checkbox"/> Senior Adult (75 and above)</p> <p>ADVOCACY & PHILANTHROPY</p> <p>ETHNICITY (U.S. Census Bureau Categories) <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White</p> <p>ETHNIC MINORITY <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> German <input type="checkbox"/> Irish <input type="checkbox"/> Jewish <input type="checkbox"/> Native American</p> <p>BUSINESS <input type="checkbox"/> Agriculture <input type="checkbox"/> Aviation / Aeronautics <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Entrepreneur <input type="checkbox"/> Legal/Law <input type="checkbox"/> Lawyer/Attorney <input type="checkbox"/> Judge <input type="checkbox"/> Juror <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Medical <input type="checkbox"/> Doctor /Physician <input type="checkbox"/> Hospital <input type="checkbox"/> Research <input type="checkbox"/> Treatment Care</p> <p>Facility <input type="checkbox"/> Mining <input type="checkbox"/> Newspaper <input type="checkbox"/> Petroleum <input type="checkbox"/> Railroad</p>	<p>BUSINESS (Continued)- <input type="checkbox"/> Retail <input type="checkbox"/> Automobile <input type="checkbox"/> Clothing <input type="checkbox"/> Dairy <input type="checkbox"/> Department Store <input type="checkbox"/> Pharmacy/Drug Store <input type="checkbox"/> Restaurant <input type="checkbox"/> Real Estate/Property Management <input type="checkbox"/> Other</p> <p>CIVIL RIGHTS <input type="checkbox"/> Civil Rights – Local <input type="checkbox"/> Civil Rights - National</p> <p>DEVELOPMENT <input type="checkbox"/> Architecture / Design <input type="checkbox"/> Construction <input type="checkbox"/> Real Estate <input type="checkbox"/> Other</p> <p>EDUCATION <input type="checkbox"/> Administration <input type="checkbox"/> Schools: K-12 <input type="checkbox"/> Schools: Higher Education <input type="checkbox"/> Teacher <input type="checkbox"/> Other</p> <p>FINE ARTS <input type="checkbox"/> Art <input type="checkbox"/> Author/Writer <input type="checkbox"/> Entertainment <input type="checkbox"/> Historian <input type="checkbox"/> Music <input type="checkbox"/> Painter <input type="checkbox"/> Poetry <input type="checkbox"/> Pottery <input type="checkbox"/> Photography <input type="checkbox"/> Sculptor (metal & wood) <input type="checkbox"/> Other</p>	<p>GOVERNMENT OFFICIALS <input type="checkbox"/> City <input type="checkbox"/> Boards & Commissions <input type="checkbox"/> Elected Officials <input type="checkbox"/> Cemeteries <input type="checkbox"/> Enterprises <input type="checkbox"/> Fire <input type="checkbox"/> Police <input type="checkbox"/> Utilities <input type="checkbox"/> Other <input type="checkbox"/> County <input type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Other</p> <p>HISTORY <input type="checkbox"/> Pre-Settlement to 1871 <input type="checkbox"/> 1872 – 1891 <input type="checkbox"/> 1892 – 1945 <input type="checkbox"/> 1946 - present</p> <p>MILITARY <input type="checkbox"/> Air Force <input type="checkbox"/> Army <input type="checkbox"/> Marines <input type="checkbox"/> Navy <input type="checkbox"/> General <input type="checkbox"/> Other (includes Reserves, etc.)</p> <p>RELIGION <input type="checkbox"/> Catholic <input type="checkbox"/> Protestant <input type="checkbox"/> Jewish <input type="checkbox"/> Other</p> <p>SPORTS <input type="checkbox"/> Olympic <input type="checkbox"/> College <input type="checkbox"/> High School <input type="checkbox"/> Professional <input type="checkbox"/> Other</p>
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DIRECTIONS

Check (✓) all appropriate boxes that apply to the nomination. This Criteria Checklist must be included with the original application.

✓	CRITERIA
<p>GENERAL GUIDELINES</p> <ol style="list-style-type: none"> The Asset Naming Board (ANB) will recommend names to the City Manager, upon request, for outdoor spaces (including parks), buildings, and other structures owned by the City or its enterprises where there is a strong possibility that signs for the public will be used and references to such spaces and structures will become the common name for them. The ANB will not be engaged in the naming of interior spaces in buildings, smaller individual structures within a larger named complex, which are generally not viewed by the public except upon entry, or programs of the city, which are generally not viewed by the public except upon entry. City entities are encouraged to use naming opportunities for these interior and non-public spaces, or programs. While the general process might be to emphasize names of local importance, the possibility of using a non-local person, event, or feature should not be overlooked. These categories might include explorers, astronauts, sportsmen, political leaders, rivers, states, etc. There should be no name duplication to existing city-owned assets. If the asset is to be named after a person, the full name should be used unless the public persona of said person was otherwise. Established streets will not be renamed, however a street may be honorary named. For example – Water Street would not be renamed but an additional sign may be reference it as “John Doe Boulevard.” 	
<p>CRITERIA FOR NAMING CITY-OWNED ASSETS AFTER DECEASED INDIVIDUALS</p> <p>It is strongly recommended that city-owned assets be named for deceased, not living, individuals and only after a sufficient period of time has passed to assure that the person’s achievements, reputation, and contributions are above reproach.</p> <p>The name of any sworn public safety employee of the City of Bay City killed in the line of duty is automatically eligible after the employee has been deceased for six months.</p> <p>All other proposed names under this category shall meet the following criterion #1 below and at least one of the remaining two criteria.</p>	
	1. When the individual has been deceased for at least twelve months.
	2. When the individual has served as a community role model or shown exemplary leadership.
	3. When the individual has had a positive impact on the City of Bay City community.
<p>CRITERIA FOR NAMING CITY-OWNED ASSETS AFTER <u>LIVING</u> INDIVIDUALS OR CURRENT ORGANIZATIONS</p> <p>It is strongly recommended that a city-owned asset <u>not</u> be named after a living individual. An individual’s name will affect the community for a long time; therefore, the use of an individual’s name should carry in-depth scrutiny. That scrutiny is often aided by the passage of time and should be viewed from many perspectives within the community.</p> <p>Proposed name will be considered only after extensive review and the proposed name meets criteria #4 and #5 and at least one of the remaining criteria in this category.</p>	
	4. When the person’s achievements, reputation, and contributions are above reproach and either criteria 2 or 3 for naming a city-owned asset after a deceased individual can be applied.
	5. When the proposal is accompanied by evidence of local support for the proposed name and such support is consistent with the purposes propounded by the nominee. Such evidence may be in the form of letters from local residents and administrative agencies and/or petitions containing original signatures of local citizens.
	6. When the nominated individual is a former employee or elected official of the City or any of its agencies, departments, or enterprises, the individual has been retired from active service or office for a minimum of two years.
	7. When private funding is involved in the acquisition, construction, or development of the asset and 50% or more of the value of the property is donated or contributed in-kind by the individual or organization.
	8. When a significant monetary contribution is made toward the acquisition, construction, or development of the asset, the naming is appropriate to the nature and prominence of the asset.
	9. When a major contribution has been made by the individual or organization to the enhancement of the quality of life of the community.

CRITERIA FOR RENAMING A CITY-OWNED ASSET

Names perform an important function as they identify a particular geographic feature, place, or area providing a high degree of stability. Changing or renaming a city-owned asset is strongly discouraged so as to not diminish the original name or discount the value of prior contributors. It is recommended that efforts to change a name be subject to the most critical examination so as to not diminish the original justification.

Proposed name change should meet all of the following 3 criteria.

	10. A history of the city-owned asset shall be included with the application.
	11. An economic impact review including costs, to the city and the public, associated with a name change shall be included with the application.
	12. When the criteria for naming a city-owned asset after a deceased, living individual, or current organization can be applied.

CRITERIA FOR NAMING STREETS

Streets should generally be named after people, places, events, and things related to the City and citizens of Bay City. When naming new streets, strong consideration should be given to the continuation of any existing street name to maintain street name alignment. Note however, that naming of street shall come within the preview of these criteria only in extraordinary circumstances. General naming of streets and roadways within the City are managed through the City development review process.

Proposed name should meet one or more of the following criteria.

	13. To honor and commemorate noteworthy persons associated with the City of Bay City.
	14. To commemorate local and significant history, places, or culture.
	15. To strengthen neighborhood identity.
	16. To recognize native wildlife, flora, fauna, or natural features related to the community and the City of Bay City.
	17. To recognize communities which contribute to the ethno-racial diversity of the City of Bay City.

CRITERIA FOR NAMING PARKS

Consideration should be given to names describing the park, its geographical location, and its historical or ecological relationship indigenous to the city or region, making it easy for persons outside the neighborhood to identify the park. While historical and natural features should be used for parks, individuals could be recognized by naming features within the parks, i.e. Smith Ball Field, Jones Bandshell, Meyer Trail in Austin Bluffs Park, subject to the Asset Naming Board Recommendation. The use of foreign words or phrases shall be avoided if unfamiliar to the general public.