

CITY OF GRAND FORKS

POLICY TITLE: Plaques on City Facilities

POLICY NO: 110

EFFECTIVE DATE: February 6^d, 2006

SUPERSEDES:

APPROVAL: Council

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POLICY:

Council may establish a protocol for recognizing volunteerism in establishing community facilities/amenities.

PROCEDURE:

Whereas it is the policy of City Council to recognize the official opening of City owned facilities by way of a plaque, which shall include:

1. Date of opening
2. Philosophical statement about project origin
3. Reference to the Commemorative Book

And if appropriate, the name of:

4. The group of volunteers who played a significant role in the planning and construction of the facility—alternatively if the group and City Council agree, the name(s) of up to two individuals who are particularly deserving of mention
5. Architect
6. Contractor

Council also recognizes that in a community with as much volunteer spirit as Grand Forks, that there will be many occasions where:

1. Naming up to two individuals will not be sufficient and putting the names of all on a plaque not practical.
2. Even naming this current group of volunteers on the plaque is not sufficient as, for example, the group may have been formed only for this purpose (there may have been a series of separate groups e.g. fundraising, land acquisition, etc.) and its members soon forgotten or the membership changes and those who originally participated are no longer present.

Therefore, be it resolved that at the Opening Ceremonies, or as soon as possible thereafter, a Commemorative Book shall be prepared by the group which shall include:

1. The names of the volunteers who participated in the project, their duties and date of service
2. Members of Council in office at the time
3. Elected officials participating in the Opening Ceremony
4. A history of how the project was initiated
5. Milestones up to and including the official Opening Ceremonies
6. Such other information that would give the appropriate recognition for the volunteers involved
7. Any pictures, newspaper clippings, etc. as deemed appropriate

The plaque shall also state where the Commemorative Book is being kept for viewing of our citizens today and in the future.