



202400170

Jan-Michele Lemon Kearney
Vice Mayor

January 9, 2024

Motion for Honorary, Secondary Streetnaming Process

We move that City Council establish a consistent process for honorary, secondary streetnamings as follows:

1. Requester submits necessary information (e.g., biography of person to be honored, name of street and intersection to receive the honorary name, other pertinent information to support request) to a Cincinnati City Councilmember's office to support request for the honorary streetnaming. A councilmember also may initiate the streetnaming.
2. If a non-family member of the honoree made the request, the Councilmember shall notify the family and receive feedback on the honoree's biographical data as well as the suggested street location. While family approval is not necessary, the Councilmember shall consider the family's feedback. If appropriate, Councilmember shall request input from the honoree.
3. Councilmember drafts the honorary, secondary streetnaming ordinance.
4. Councilmember submits the draft ordinance to the community council for discussion and a vote. If the community council's vote is no, then Councilmember decides whether to move forward.
5. If Councilmember's decision is to continue with the streetnaming, then Councilmember submits the draft ordinance with a Request for Legal Services (RLS) to the City Solicitor's Office.
6. The City Solicitor's Office refers the final ordinance to the Healthy Neighborhoods Committee for discussion and referral to City Council for passage. Councilmember notifies Requester and honoree's family of the date that the ordinance will be discussed in Healthy Neighborhoods Committee and voted on in City Council meeting. Attendance by the Requester or honoree's family at Healthy Neighborhoods Committee and/or City Council should be encouraged, but is not mandatory.
7. City Council votes on Ordinance.
8. Councilmember with Requester, honoree's family, City's Department of Transportation & Engineering, and CitiCable set date, time and location for streetnaming ceremony. CitiCable is responsible for setting up the podium and microphone, and for taping the ceremony for broadcast. Note that ceremony should be at least two weeks after City Council's approval of ordinance. If more than one keepsake street sign is needed, then payment must be made to the City of Cincinnati's Department of Transportation & Engineering. Note that as of January 9, 2024, the cost for an additional keepsake street sign is \$54.
9. Councilmember finalizes the speakers and run of show for the streetnaming ceremony.
10. Councilmember notifies all Cincinnati Councilmembers of the date, time and location for the honorary streetnaming ceremony as soon as possible, and preferably, at least one week in advance. Councilmember should consider notifications to media.


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STATEMENT

Honorary, secondary streetnamings provide a way to honor outstanding individuals or groups who inspire us and have made a positive difference in our community. Honorary, secondary streetnamings also help us to maintain our history. It is imperative that City Council follow a consistent process across all City Councilmembers' offices and that the communities in which the honorary, secondary streetnamings are proposed have a voice in the process.

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