



## **CITY OF LEAVENWORTH**

### **HOMETOWN PROUD SIGN RECOGNITION POLICY**

**Approved March 28, 2023**

The City of Leavenworth is home to many individuals and groups with high levels of success and service. The City has established the following policy to evaluate honoring those community members that have attained the highest levels of achievement or that bring lasting renown to the City through a recognition sign. The selection of such qualifying achievements that should be included with long-term signage must be approved by the City Commission and should meet the following criteria:

1. The honoree (individual or group) should have been either born in Leavenworth, raised in Leavenworth (for example, graduated from a Leavenworth high school), or have had a longtime presence within the Leavenworth community. Priority will be given to individuals/groups who have achieved success on the international or national level and made contributions to the Leavenworth community throughout their lifetime. Other types of City recognition may be considered for worthy individuals/groups whose success has an important but shorter-term impact to the City's reputation, such as mayoral proclamations and temporary signage.
2. The highest levels of achievement or lasting renown to the City may result from success in various fields such as civic, academic, artistic/entertainment, athletic or the military. Other applicable service or distinctions may be approved by the City Commission.
3. Separate or additional signage is authorized for Sister/Brother City relationships as approved by the City Commission.
4. Hometown Proud recognition signs will be placed inside Ray Miller Park near the Veterans Affairs Hospital entrance area to encourage simplified viewing of all honorees and to allow City visitors access to additional honoree information through technology (ex. QR codes).
5. Honorees with City recognition signs in place before the establishment of the Leavenworth Hometown Proud Sign Recognition Policy will be included with new signage.
6. Honorees approved for inclusion in the Sign Recognition Program may be presented with their recognition signs during a City Commission meeting or a separate ceremony when the sign is placed at Ray Miller Park, up to City Commission determination.

- 7. No specific time frame will be placed on the length of time that honorees are included in the signage. If the signage must be removed or replaced due to damage, improper placement, or the need to update those honored, the City Commission can elect to do so without justification.**
- 8. Signs will be commissioned by the City of Leavenworth following the standardized Hometown Proud design and created at the City's expense.**
- 9. To request the placement of a recognition sign in the City of Leavenworth, a written request should be formally submitted to the City Clerk. The request shall include background information and justification on why a recognition sign is appropriate. City Commission approval for each honoree is required.**