



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

Date: May 19, 2022

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager

Subject: Proclamations and Congratulatory Certificates

Background

City Council Rules of Procedure are the guidelines set by City Council for its meetings. The most recent Rules adopted on November 22 include the following:

7. PROCLAMATIONS AND CONGRATULATORY CERTIFICATES:

City Council receives requests for proclamations to honor or celebrate milestones or achievements of Troy residents and businesses, and also to raise awareness of certain events or causes. Proclamations are intended to positively impact the community and convey an affirmative message to Troy residents, and are discretionary. Any person requesting a proclamation for presentation at a regular City Council meeting shall submit a written request to the City Manager or his/her designee. Proclamations must be approved by City Council at a regular meeting preceding the requested presentation date. If a presentation is requested, the proclamation will be included under the topic of Certificates of Recognition and Special Presentations.

Congratulatory certificates are public announcements made by City Council at ribbon cutting ceremonies, grand openings and other events outside of regular City Council meetings. Any request for such a congratulatory certificate should be submitted to the City Manager or his/her designee in advance of the planned business celebration and will not require City Council action.



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

City Council held a special meeting on February 28, 2022 to discuss proclamations and provide City staff with direction regarding potential criteria. Four themes emerged: health, safety, welfare and local impact. The November 8, 2021 City Council agenda included the attached report with a list of 2022 proclamations. These proclamations may be categorized as follows:

Health

Heart Healthy Month
Colorectal Cancer Awareness Month
Autism Awareness Month
Nurses Week
Mental Health Awareness Month
Men's Health Month
PTSD Awareness Month
World Fragile X Day
National Disability Independence Day
Childhood Cancer Awareness Month
National Recovery Month
National Suicide Awareness Month
Mental Illness Awareness Week
Breast Cancer Awareness Month
Lung Cancer Awareness Month

Safety

Police Week
National EMS Week
Building Safety Month
Motorcycle Awareness Month
National Gun Violence Awareness Day
Fire Prevention Month

Welfare

International Women's Day
Education and Sharing Day USA
Child Abuse Prevention & Awareness Month
Fair Housing Month
National Library Month
Do Something Good for Your Neighbor Day
USPS Letter Carrier Food Drive
Parks & Recreation Month
Welcoming Week
Kinship Care Month
International Day of Peace
Arbor Day
America Recycles Month
National Family Caregivers Month

Local

Athens High Spirit Week
Walsh College – 100th Anniversary 2022
Beaumont Troy – 45th Anniversary 2022

These lists omit observances that do not fit into the categories described above. Some cities specifically avoid topics like politics and religion. For example:

- Proclamation requests must not take sides in matters of political controversy, ideological or religious beliefs, or individual conviction (Atlanta, GA)
- Proclamations will not be issued for campaigns or events contrary to City policies, events or organizations with no direct relationship to the City, for-profit causes, or pending ballot or legislative issues (Colorado Springs, CO)
- We generally avoid anything commercial, promotional, or for-profit (Des Moines, IA)



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

Limiting proclamations for annual special days, weeks, and months to those recognized by presidential proclamation may help the City avoid unintended controversy. Recent examples include Emergency Medical Services Week, and Peace Officers Memorial Day and Police Week. Lists can be found online:

<https://www.whitehouse.gov/briefing-room/presidential-actions/>

<https://www.federalregister.gov/presidential-documents/proclamations>

City Council discussed the possibility of adopting an annual list of special days, weeks and months. Using the list of presidential proclamations, this annual list might observances like include:

January

National Human Trafficking Prevention Month
National Mentoring Month

February

American Heart Month
National Black History Month

March

Read Across America Day
Greek Independence Day
Irish-American Heritage Month
National Colorectal Cancer Awareness Month
Women's History Month

April

Earth Day
Education and Sharing Day, USA
National Public Health Week
National Volunteer Week
National Cancer Control Month
National Child Abuse Prevention Month
National Donate Life Month

May

Peace Officers Memorial Day and Police Week
Public Service Recognition Week
Emergency Medical Services Week
Asian American and Native Hawaiian/Pacific Islander Heritage Month
Jewish American Heritage Month
National Building Safety Month
National Mental Health Awareness Month

June

Lesbian, Gay, Bisexual, Transgender, and Queer Pride Month
National Caribbean-American Heritage Month
National Immigrant Heritage Month
Flag Day and National Flag Week
Juneteenth Day of Observance

July

Anniversary of the Americans With Disabilities Act

August

National Employer Support of the Guard and Reserve Week
Women's Equality Day

September

Patriot Day and National Day of Service and Remembrance
Constitution Day and Citizenship Day, and Constitution Week
National Voter Registration Day
National Small Business Week
Minority Enterprise Development Week
National Childhood Cancer Awareness Month
National Ovarian Cancer Awareness Month
National Preparedness Month
National Prostate Cancer Awareness Month
National Recovery Month
National Sickle Cell Awareness Month
National Hispanic Heritage Month



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

October

National Manufacturing Day
German-American Day
Indigenous Peoples' Day
Blind Americans Equality Day
Fire Prevention Week
National Community Policing Week
National Breast Cancer Awareness Month
National Domestic Violence Awareness and Prevention Month

November

Critical Infrastructure Security and Resilience Month
National Alzheimer's Disease Awareness Month
National Diabetes Month
National Entrepreneurship Month
National Family Caregivers Month
National Native American Heritage Month
America Recycles Day

December

National Impaired Driving Prevention Month
World AIDS Day
International Day of Persons with Disabilities
Human Rights Day and Human Rights Week
Bill of Rights Day

This list is for discussion purposes only. It is not all-inclusive and is not a recommendation. Further deliberation is suggested before adopting a list.

Potential Guidelines

Based on past practice, City Council discussion, and research, the following potential guidelines are presented for consideration:

- Proclamations may be issued to promote annual special days, weeks and months recognized by presidential proclamation.
- Proclamations may be issued to promote public awareness campaigns related to health, safety and welfare.
- Proclamations may be issued to recognize individuals, events and organizations in the City.
- Proclamations may not be issued to individuals, events or organizations outside the City.
- Proclamations may be issued to recognize events or organizations outside the City with a local partner.

Proclamations may be issued for the following:

- Events: To support charitable fundraising events of local non-profit organizations.
- Individuals: To recognize individuals who have made a significant contribution to the community.
- Organizations: To raise public awareness of local issues that impact community health, safety and welfare.

Proclamations may not be issued for the following:

- Politics
- Ideology
- Religion

Calendar List of City Council Presentations – 2022 - DRAFT

January

Surya Namaskar Yajna – 2022 - Yoga for Health, Health for Humanity

February

Heart Healthy Month

March

International Women's Day – March 8

Education and Sharing Day USA – March 24

Bicentennial of Greek Independence Day – March 25

Colorectal Cancer Awareness Month

April

Autism Awareness Month

Child Abuse Prevention & Awareness Month

Fair Housing Month

National Library Month

Athens High Spirit Week

Armenian Genocide Anniversary – April 24

May

Asian Pacific Islanders Heritage Month

Municipal Clerks Week

Nurses Week – May 8-14, 2022

Police Week – May 15 – 21, 2022

National EMS Week – May 15 - 21, 2022

Do Something Good for Your Neighbor Day – May 16

Building Safety Month

Motorcycle Awareness Month

USPS Letter Carrier Food Drive

June

National Gun Violence Awareness Day – June 4

Immigrant Heritage Month

Mental Health Awareness Month

Men's Health Month

PTSD Awareness Month

July

World Fragile X Day – July 22

National Disability Independence Day – July 26

Walsh College – 100th Anniversary 2022

Parks & Recreation Month

August

SAFEBuilt Scholarship Winners

September

Welcoming Week – September 9 – 18, 2022

Childhood Cancer Awareness Month

Kinship Care Month

National Recovery Month

National Suicide Awareness Month

Hispanic Heritage Month – September 15 – October 15

International Day of Peace – Sept. 21

Patriot Week – September 11 – 17, 2022

October

Mental Illness Awareness Week – Oct. 2-8, 2022

Breast Cancer Awareness Month

Fire Prevention Month

Filipino American History Month

Hindu Heritage Month

Diwali Festival of Lights – October 24, 2022

Tree City USA – Arbor Day

November

America Recycles Month

Beaumont Troy – 45th Anniversary

Lung Cancer Awareness Month

National Family Caregivers Month

Small Business Saturday to Saturday

December