
SUBMITTED BY: Alma Andrade, City Clerk
MANAGEMENT TEAM REVIEW: Ana Urquijo, City Manager
FOCUS AREA: Other / NA
ORGANIZATIONAL IMPROVEMENTS:
SUBJECT: **PRESENTATION on NAMING City FACILITIES Guidelines**

EXECUTIVE SUMMARY:

Pursuant to Resolution No. 10-666, the established guidelines are being presented for review/discussion and possible change to allow current council the opportunity to provide feedback on the said guidelines.

BACKGROUND:

The City Council met on March 10, 2010, to establish Guidelines and Procedures for Naming of City Owned Facilities, Parks, and/or open spaces.

The following is a summary of the guidelines:

1. Commemorative Naming

- a. Facilities, parks, and/or open spaces may be named after an individual whether living or deceased.
- b. When honoring a person by naming a facility, park and/or open space after that person, the individual should be someone who had significant association with the facility, park and/or open space being named or the geographic area in which it is located, or be an outstanding citizen of local, state, or national prominence.

The Mayor and City Council will consider the following questions in reviewing the naming proposals:

1. Is the person/group perceived as a role model, relative to their character, integrity and values?
2. What was the individual's extraordinary contribution(s) as a community leader, volunteer, business leader, or public servant?
3. How do these contributions relate to the mission/purpose of the facility, park and/or open space?
4. How will the naming of the facility, park and/or open space after the individual reflect its history or purpose, or the area's cultural diversity?
5. How is the individual being nominated related to the facility or its geographic area (e.g. early/pioneer or long-term resident, developer of the feature, land donor, or protector of the land for public benefit, or used the facility as the primary location for volunteer work)?

2. Descriptive Naming

- a. A facility, park and/or open space can also be named after a geographic landmark or area.

The Mayor and City Council will consider the following questions in reviewing the naming proposals:

1. Why is the geographic landmark or area significant?
2. Why should the facility be named after the geographic landmark or area?
3. Is the proposed name culturally sensitive?

3. Naming Based on Financial Contribution, Land Donation or Facility Donation

An individual or family may make a substantial contribution at one time or over a period of time toward the development of a City facility, park and/or open space may donate land or an existing building for public use and benefit. In such instances, consideration may be given to naming the facility after the donor.

4. Naming and Renaming Processes

- a. Nomination(s) to name, rename, or remove the name of a City-owned facility, park and/or space must be submitted in writing to the City Clerk. The City Clerk shall review the nomination(s) to check for compliance with the criteria listed above and respond to the nominator/petitioner within a reasonable timeframe. Upon initial approval by the City, the nomination(s) shall be forwarded to the Mayor and City Council for review and placed on the agenda of a regularly scheduled meeting of the Mayor and City Council. Petitions received for similar objectives as described in this section to be handled pursuant to City of Douglas Charter.
- b. Mayor and Council will allow for citizen input throughout the formal meeting process prior to voting on the matter.
- c. A City-owned facility, park and/or open space may be renamed, or have its name removed, at any time by a majority vote of the Mayor and City Council.
- d. Mayor and Council may amend the naming procedures at anytime to facilitate appropriate levels of citizen involvement.

DISCUSSION:

FISCAL IMPACT:

Presentation only.