

Meeting Date: 02/13/2020

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### Information

**Title:**

Update Policy for Naming Public Facilities

**Purpose/Background:**

**Background:**

In 1991, the City was contacted with the request to have the south portion of River's Bend Park renamed, and at that time, it came to light that the City did not have a formal public facility naming policy. A policy was drafted and presented to the Park and Recreation Commission for discussion and comment. The Commission approved that policy and recommended the City Council review same and adopt. On June 11, 1991, the City Council adopted Resolution #91-06-138 formally adopting the Park and Recreation Commission's Public Facility Naming Policy. That Resolution/Policy is the second attachment. The resolution states "that all proposed public facility names shall first go before the Park and Recreation Commission. In the case of parklands, the name shall be chosen before final plat approval and will generally reflect the name of the subdivision or other significant geographical feature. Any sign bearing the name of a public facility will be in accordance with City Code requirements for signs, and facility names other than those of the subdivision that contains them will be brought before the City Council for approval".

In 2009, a case went before the Park and Recreation Commission to discuss a policy for accepting park donations, monuments, memorials, and other improvements. The Commission sent such policy for adoption to the City Council. Resolution #09-04-075 formally adopted the policy for accepting park donations, monuments, memorials and other improvements and that action was taken by the City Council on April 14, 2009. The resolution/policy referenced donations with regard to naming rights. That resolution is also attached for Council information. It states the following: "If a financial contribution exceeding 60% of the cost of major planned improvements is made, naming rights for new parks and recreational facilities may be granted through City Council approval". Attached as additional information relating to the research in drafting that policy and a summary of memorial policies adopted by other cities.

In 2014, the Park and Recreation Commission again looked at the policy for naming public facilities. Consensus of the Commission was to direct staff to develop a naming rights policy using the policy from the City of Champlin as a starting point, but using an application process rather than a petition process; to include a threshold for donations of more than half or 60 percent; language specifying that the request would go before the City Council but that approval is not guaranteed.

**Purpose:**

This case picks up the aforementioned discussion with a proposed Resolution that broadens the scope of what may be considered for public facility names, and would include input from the Planning Commission (for public facilities that are not within the park realm). The draft Resolution (first attachment) includes much of the recent dialog on the various considerations for naming public places. It does not address details like a funding threshold as was discussed in 2014—it is suggested that this could be identified within the 'naming application' if that is process City Council wishes to approve, along with the updated Resolution that is the primary subject of this case.

**Timeframe:**

**Funding Source:**

**Responsible Party(ies):**

**Outcome:**

## Commission Action

Based upon discussion, Motion to recommend to City Council approval of the draft Resolution Adopting the Park and Recreation Commission's Public Facility Naming Policy

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### Attachments

[Draft Resolution and Policy](#)

[Resolution Naming Public Facilities Policy](#)

[Resolution Accepting Donations Etc Policy](#)

[Memorial Policies](#)

[City of Champlin Naming Policy](#)

[West Linn Policy](#)

[Mt Pleasant Policy](#)

[Pinellas County Policy](#)

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### Form Review

**Inbox**

Grant Riemer

Kurt Ulrich

Form Started By: Mark Riverblood

Final Approval Date: 02/06/2020

**Reviewed By**

Grant Riemer

Kurt Ulrich

**Date**

01/30/2020 12:26 PM

02/06/2020 11:18 AM

Started On: 01/30/2020 10:31 AM