

## **Naming of City Parks, Recreation Areas and Major Facilities**

### **Guidelines:**

1. Consideration should be given to names describing the park, its geographic location, and its historical or ecological relationship indigenous to the region, making it easier for persons outside the neighborhood to identify the park. Generally, this would be streets, schools, subdivisions, community associations or other notable landmarks.
2. Proposals to name parks or facilities after persons are restricted to those persons who are deceased. Any exceptions to this policy must be determined by the City Commission. The term “memorial” should not be used, as that term generally becomes the common name and detracts from the intent of naming the park after the individual.
3. If a proposal is received to name a park or a facility after a living person, this request will automatically be denied. Anyone wishing to appeal this ruling may appeal directly to the City Commission.
4. Donors of land and/or large sums of money should be considered in the naming of the resulting park facility or integral part thereof, if possible. Donations should be sufficient to pay for acquisition, development and maintenance for a reasonable period of time.

### **Procedure:**

1. Individuals or groups suggesting name(s) shall submit the name(s) to the Parks and Recreation Director along with backup justification.
2. If the Director decides the proposed naming has merit for discussion, it will be placed on the Parks, Recreation and Beaches Board for review.
3. Surrounding neighborhood association presidents will be notified of the proposed naming to take place on an upcoming agenda. Any recommendations coming out of a homeowners association must be voted on by the general membership and minutes must be taken. Any individuals or groups that were instrumental in the purchase or development of the park shall be notified of the proposed park naming.
4. Notice(s) will also be prominently posted at the park site noting the upcoming agenda discussion.
5. Any pertinent history of previous park names or any other relevant information will be provided to the Board.
6. The Board will review proposed name(s) and recommend name to the City Commission via the City Manager, together with the reasons for the recommendation.
- .7 Maps, plats and other official records of the Commission shall reflect the action.

**Revision 9/2011**