

# **POLICY FOR NAMING CITY OF COLLEGE STATION PARKS AND RECREATION FACILITIES**

## **Preface**

This policy is intended to serve as an outline for individuals or organizations seeking to name City of College Station parks and recreation facilities. This policy is not meant to be all-encompassing, but a helpful guide to make the process more fluid and practical. Each request has unique characteristics and must be addressed as such. This policy attempts to outline the minimum naming requirements as reflected by previous Parks and Recreation Advisory Board decisions and discussions. It may be necessary to supplement, as required, more detailed criteria for this process.

## **Procedure**

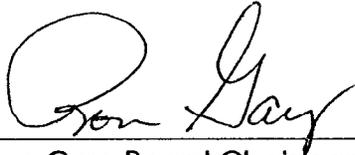
1. All requests for naming a park or facility are to be presented to the Parks and Recreation Department for consideration. For consideration, the requests are to be made by a group or civic organization upon presentation of a petition containing the signature of 25 or more registered voters from the City of College Station. Requests made by individuals will only be considered if the request satisfies Sections 2 a-c of the policy guidelines. Parks do not need to be named after an individual. When named after an individual, the justification must be compelling.
2. The naming request for a recently deceased individual will have a sixty (60) day waiting period from the time of death before the request may be proposed for consideration.
3. The Parks and Recreation Department staff will review the requests for completeness before submitting the item for consideration by the Parks and Recreation Advisory Board.
4. The chairperson of the Parks and Recreation Advisory Board shall appoint a subcommittee that will be responsible for evaluation of the naming request and subsequent recommendation to the full Advisory Board.
5. The subcommittee shall submit its recommendation in a formal written report prior to full review by the Advisory Board.
6. The Parks and Recreation Advisory Board, by simple majority, shall approve or disapprove the recommendations made by the subcommittee.
7. If the subcommittee's recommendation is for approval and it is disapproved by the full Advisory Board, the matter may then be referred back to the subcommittee for further action.
8. If the subcommittee's recommendation is for denial of the request, no further action is required by the Board.
9. If the proposed naming is approved by the Advisory Board, then the recommendation will be forwarded to the City Council for their consideration and final approval or disapproval.

## GUIDELINES

Parks and facilities should be named in the following manner:

1. In honor of individuals who donate land for park space;
2. In honor of individuals who sell open space to the City at a value considerably below market value;
3. In honor of individuals or organizations that contribute 50% or better of land and/or money for the park or facility;
4. In honor of national, state, and local heroes;
5. In honor of community leaders whose outstanding personal service has resulted in significant and enduring contributions to the community. Support for the proposed name should include endorsements by other groups, neighborhoods, or organizations.
6. In relation to the predominant geographical characteristics or physical features (lakes, rivers, streams, and trees) of the land;
7. In relation to the subdivisions within the City where the site is located;
8. In relation to streets adjacent to the park;
9. No park shall be given the same name as an existing school site or public facility, except where the sites abut one another.
10. No park or facility officially named for a particular individual will be changed. However, there may be a park or facility that has a common name with no official designation. In this instance the renaming of such properties is sometimes appropriate.

APPROVED:

  
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Ron Gay, Board Chairman

8/15/95  
\_\_\_\_\_  
Date

Attest:   
\_\_\_\_\_  
Bridgette George CPS, Board Secretary

8/15/95  
\_\_\_\_\_  
Date