




# Memorandum

To: Edward Lavallee, City Manager

From: John Veneziano, Director of Public Works and Asset Management 

Date: April 27, 2018

Subject: Proposed Policy for Naming or Renaming a City Facility or Park

**Background:** The city has had a policy for naming of parks and facilities. City Council requested that staff draft a revised policy. An outline showing the proposed process for a revised policy is attached.

## Issues

The following are some of the issues for which the council may provide direction:

1. Should there be any distinctions between naming parks or facilities after living persons or deceased persons?
2. Should there be a policy for temporary naming rights?
3. Which costs should be borne by the city and which by requestors?
4. Should the policy be a resolution or an ordinance?

## Recommendation

Provide direction to staff to finalize changes for official City Council action at a future meeting.