



**DATE:** December 4, 2018

**CATEGORY:** Consent

**DEPT.:** City Manager's Office/Council  
Procedures Committee

**TITLE:** **Resolution Amending Council Policy  
K-17: Naming of City Parks and  
Other City Facilities**

### **RECOMMENDATION**

Adopt a Resolution Amending Council Policy K-17: Naming of City Parks and Other City Facilities, to be read in title only, further reading waived (Attachment 1 to the Council report).

### **BACKGROUND**

The Council Procedures Committee (CPC) is a standing Council committee that meets on an as-needed basis to discuss issues relating to City Council policies and/or procedures. This report addresses a recommendation by the CPC to review the existing Council Policy K-17: Naming of City Parks and Other City Facilities, which does not cover more modest options, such as a plaque on a table, desk, or chair within a room. CPC discussed this item on April 17, 2018.

### **ANALYSIS**

Council Policy K-17: Naming of City Parks and Other City Facilities currently focuses on naming of significant City facilities, such as parks, as well as buildings, structures, rooms, or other nonpark or recreation facilities. Naming in memoriam currently requires that the individual be deceased a minimum of five years and that a request be submitted to the CPC for initial review prior to action by the City Council (Attachment 2). Staff recommended updating the existing Council Policy K-10 to include specific smaller recognitions consisting of structural and nonstructural elements, such as tables, desks, or chairs, as well as providing direction on any changes to memorial requirements (Attachment 3).

The CPC considered and discussed the options, approving the following three changes reflected in the attached Resolution (Attachment 1). The three changes are: (1)

maintaining the minimum of five years deceased and procedures for requests for the large nonpark recognitions; (2) delegating the authority to the CPC for smaller recognitions; and (3) adding a specific provision for former City employees to be considered for the larger recognitions of a City building, structure, room, or other nonpark or recreation facility closely associated with an individual who has been retired a minimum of 10 years (Attachment 4). The CPC also encouraged possible other options be explored under administrative policy discretion to recognize employees through such methods as service plaques, etc.

**FISCAL IMPACT** – There is no significant budgetary impact to this recommendation.

**ALTERNATIVE**

The City Council can modify or decline to accept the CPC recommendations.

**PUBLIC NOTICING** – Agenda posting.

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KST/KB/2/CAM  
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- Attachments:
1. Resolution Amending Council Policy K-17: Naming of City Parks and Other City Facilities
  2. [Existing Council Policy K-17: Naming of City Parks and Other City Facilities](#)
  3. CPC Report Item – April 17, 2018
  4. Track Changes to Policy K-17