

**CITY COUNCIL POLICY**

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SUBJECT: NAMING OF CITY PARKS AND OTHER CITY FACILITIES      NO.: K-17

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PURPOSE:

To establish criteria and procedures relating to the naming of City parks and other City facilities, and more modest recognitions consisting of structural and nonstructural elements.

POLICY:

1. Naming of City parks and recreation facilities.
  - a. The following criteria shall be used in determining park or recreation facility names to be submitted to the City Council for consideration:
    - (1) A City park or recreation facility may be named for the school on which it is located or street it is adjacent to.
    - (2) City parks or recreation facilities may be named for a historical figure or local landmark. The historical figure must be deceased for a minimum of five years.
    - (3) City parks and recreation facilities may be named in conformance with the City Council Sponsorship Policy.
    - (4) Other park or recreation facility names will be considered only if the naming criteria listed above do not provide a name suitable for a park or recreation facility.
  - b. The process for naming a City park or recreation facility shall be:
    - (1) When a new park or recreation facility is constructed in the City, the Parks and Recreation Commission will submit at least two names developed under the criteria listed in Paragraph a above to the City Council for consideration.
    - (2) The City Council shall evaluate the merit of each suggested park or recreation facility name according to the criteria listed above. The City

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Council shall be responsible for the final approval of the name of all City parks and recreation facilities.

2. Naming of a City building, structure, room, or other nonpark or recreation facility in memoriam.
  - a. All memorial-naming requests must be submitted in writing to the City Council Procedures Committee. The Committee shall evaluate the merit of each request according to the criteria listed in Paragraphs b and c below and provide a recommendation to the City Council regarding the approval or denial of the request. The City Council shall be responsible for the final approval or denial of the request.
  - b. In order for a City building, structure, room, or other nonpark or recreation facility to be named in memoriam, the person or persons must be deceased for a minimum of five years.
  - c. The following criteria shall be used in evaluating the merit of each memorial-naming request:
    - (1) The person or persons being memorialized died in the line of duty serving the City of Mountain View or the United States of America.
    - (2) The person or persons being memorialized made extraordinary, lasting, and significant contributions to the Mountain View community.
    - (3) The person or persons being memorialized died while performing a heroic act (e.g., saving the life of another person).
    - (4) The person or persons being memorialized made a significant donation to the City, resulting in the acquisition of property, buildings, etc.

Satisfying one or more of the eligibility criteria listed above does not assure City Council approval of a memorial request.

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3. Recognitions consisting of structural and nonstructural elements, such as tables, desks, or chairs.
  - (a) Recognition requests for structural and nonstructural elements must be submitted in writing to the Council Procedures Committee for review and approval.
  - (b) The following criteria shall be used in evaluating the merit of naming request:
    - (1) Nature of the lasting and significant contributions to the Mountain View community for the person or persons that served the City of Mountain View.
4. City employees may be considered for naming-recognitions not restricted in memoriam of a City building, structure, room, or other nonpark or recreation facility for those closely associated with an individual retired for a minimum of 10 years.
5. Other naming requests for City buildings, structures, rooms, or other recreation facilities may be considered in accordance with the Sponsorship Policy.
6. Other naming requests for City buildings, structures, rooms, or other recreation facilities that are not addressed in this policy may be considered and acted on by the City Council at its sole discretion.

Revised: December 4, 2018, Resolution No. 18282

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Effective Date: December 12, 2000, Resolution No. 16557

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