

Rolla Parks & Recreation – Parks/Recreational Areas/Facilities Naming Policy

Purpose:

- To develop consistent standard procedures and guidelines for naming and renaming Rolla parks, recreational areas, and facilities owned and/or operated by the City of Rolla.

Objectives:

- Provide name identification for individual parks, recreational areas or facilities.
- Provide criteria for the process of naming parks, recreational areas or facilities.
- Ensure that parks, recreational areas and facilities are easily identified and located.
- Ensure the naming of parks, park areas, or facilities are controlled by City Council through recommendations of the Parks and Recreation Commission.
- Whatever theme is chosen should result in a relatively timeless name:
 - So it does not diminish in appropriateness with time
 - So current events are not allowed to lead to frequently renaming a park

Suggested Criteria to be considered in naming rights:

- Name after one or two chief boundary roads.
- Geographic names descriptive of the location or significant natural features of site.
- Historic names relevant to the park, recreational area, or facility.
- Organization or person who made significant contributions.
- Person (s) who made a significant contribution to the City as a whole. Quality of the contribution should be considered along with the length of service by the individual (s).
- Any individual who provided an exceptional service in the interest of the park system as a whole. Typically, while serving in a public office, public officials should not be considered as a candidate for naming.
- Names similar to existing parks, properties or facilities in the City system should not be considered in order to minimize confusion.
- Parks and facilities donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to recommendation by the Parks and Recreation Commission and approval by City Council.

Procedure:

- The Parks Director will notify the Parks and Recreation Commission about proposed naming opportunities.
- The Parks and Recreation Commission can initiate the naming process whenever deemed necessary and/or in the best interest of the City.
- A request for naming of a park, recreational area or facility shall be submitted in writing to the Parks and Recreation Commission, through the Parks Director.

- Those submitting a naming request should show how the proposed name is consistent with the criteria stated in this policy. When naming after a person or persons, the application will describe the contributions to the City.
- The Parks and Recreation Commission will offer the opportunity for public input on the proposed naming.
- The Parks and Recreation Commission shall forward their recommendation to City Council for final consideration.
- In the absence of any naming requests, the Parks and Recreation Commission shall adhere to criteria stated in this policy in recommendation of name.
- In the case of a new project or facility, a temporary name will be designated by the Parks Director for identification during acquisition and/or development of the park area or park facility unless identified in plat or deed.

Park Renaming

- No officially named park, recreational area or facility shall be renamed without City Council approval.
 - Only parks, recreational areas, and facilities named for geographic location, outstanding feature or subdivision should be considered for renaming.
 - Parks, recreational areas, and facilities named by deed restriction cannot be considered for renaming.
 - Parks, recreational areas, and facilities named after individuals shall not be changed unless it is found that because of the individual's character the continued use of their name would not be in the best interest of the community.
- A request for renaming of a park, recreational area or facility shall be submitted in writing to the Parks and Recreation Commission, through the Parks Director.
- The request shall include the proposed name change, the purpose of the change, and how the proposed name change is consistent with the criteria established.
- The Parks and Recreation Commission will offer the public the opportunity for public input on the proposed naming.
- The Parks and Recreation Commission shall forward their recommendation to City Council for final consideration.