

CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** January 27, 2025
SUBJECT: Consider Ordinance No. 3888, amending Chapter 2, Article II, Division 3, Section 2-93 of the City Code of Ordinances – Guidelines for Naming City Facilities.
PRESENTER: Paulette A. Hartman, City Manager

SUMMARY:

The City Council will consider an ordinance amending the guidelines regarding the naming of city facilities.

GENERAL DESCRIPTION:

The Naming Board, as it's called today, was originally approved by the City Council on February 8, 1993 (Ordinance No. 1866). The ordinance formalized a policy incorporating guidelines related to the naming of public buildings, parks, streets, and other facilities. In June of 2000, the City Council appointed a Facilities Naming Ad Hoc Committee that was charged with reviewing policies from area cities and surveying cities that did not have formalized policies. The ad hoc committee met from June to September and their recommendations included input from the City Council.

At the request of Council member Mitchell, an item was placed on the December 9, 2024, City Council work session to discuss guidelines for the naming of city facilities. Council member Mitchell preferred that the city have an option to rename a facility if a concern is associated with the person for whom the facility is named. He also recommended that no facility be named within 90 days of retirement or leaving office.

The City Council directed staff to prepare an ordinance amending Section 2-93 of the City's Code of Ordinances to incorporate language as discussed at its December 9, 2024, meeting. The proposed ordinance amendments for City Council's consideration includes language approved in the 2023 Charter election related to removal from office for conviction of a felony, and also pleading guilty or no contest to a misdemeanor or felony involving a crime of moral turpitude, fraud, deceit, theft. The proposed ordinance amendments also include language to address the 90-day moratorium upon retirement of a city employee and the departure from office of an elected official. The proposed changes are underlined and shown below in red text.

Sec. 2-93. Guidelines for naming city facilities.

The following guidelines shall be followed in arriving at a name for a city facility:

- (1) When giving a name to a facility in honor of a person, living or dead, that person must have made a significant contribution to the community or must have been an outstanding community leader.
- (2) If the naming board, or council, is considering the name of a deceased person, 90 days must have elapsed since that person's date of death.
- (3) If the naming board, or council, is considering the name of a retired city employee or elected official, 90 days must have elapsed since retirement (employee) or leaving office (public official).
- (4) No more than one city facility shall be named after any one person. A name may be repeated only for purposes of being added to a ring of honor.
- (5) The naming board shall, as part of its duties, do a background search on any person it recommends and shall ascertain affirmatively that the person's name is appropriate for the naming of the subject facility.
- (6) Renaming of a public facility which has been named after an individual is prohibited unless such individual is convicted of a felony, or is convicted or pleads guilty or no contest to a misdemeanor or a felony involving a crime of moral turpitude for fraud, deceit, theft or dishonesty. The naming board shall meet as defined by the Open Meetings Act, to review and consider rescinding a name of a public facility. The naming board shall forward their recommendation to the City Council for final approval by at least three-fourths vote of the council.
- (7) Names considered which do not meet these guidelines may only be selected, if approved by at least three-fourths vote of the council.

RECOMMENDATION:

Approve Ordinance No. 3888.