



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** December 9, 2024

SUBJECT: Review Chapter 2, Article II, Division 3 of the City's Code of Ordinances that established the creation of the Naming Board and rules for the naming of City facilities to bring recommendations to the City Council for the naming of City facilities.

PRESENTER: Paulette A. Hartman, City Manager

SUMMARY:

City Council has requested the Naming Board Ordinance be placed on a work session agenda to review the rules for naming a City facility that were established by Ordinance No. 2517. The ordinance is codified and located in Chapter 2, Article II, Division 3 of the City's Code of Ordinances.

GENERAL DESCRIPTION:

The discussion of the Naming Board has been placed on the agenda per the request of the City Council. The Council wanted to review and discuss the guidelines established by Ordinance 2517 for the naming of City facilities which are found in Section 2-93 of the City's Code of Ordinances which states the following:

- (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) 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.
- (4) 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.
- (5) Renaming of a public facility which has been named after an individual is prohibited.
- (6) Names considered which do not meet these guidelines may only be selected, if approved by at least three-fourths vote of the council.