

Key Peninsula Metropolitan Park District
Db a Key Pen Parks



Resolution No R 2012-07

A RESOLUTION OF KEY PEN PARKS ADOPTING PARK and FACILITY NAMING POLICY

WHEREAS, the Board of Park Commissioners for Key Pen Parks desires to adopt park and facility naming policy; and

WHEREAS, the Board of Commissioners have met and made adjustments and changes deemed necessary and proper to the park and facility naming policy, now, therefore be it,


RESOLVED by the Board of Park Commissioners that Key Pen Parks adopts park and facility naming policy (attachment A).

PASSED AND ADOPTED by the Board of Park Commissioners for Key Pen Parks at a regular meeting this 11th day of June, 2012.

Attest:



Greg Anglemyer, President

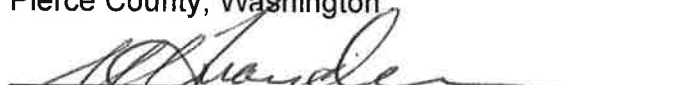


Kip Clinton, Clerk



Mark Michel, Member at Large

Key Pen Parks
Board of Commissioners
Pierce County, Washington



Bill Trandum, Vice-President



Edward Robison, Member at Large

Key Pen Parks		Policy & Procedure	
Subject: Park and Facility Naming Policy	Resolution Number R 2012-07	Date Approved June 11, 2012	Supersedes the following Resolutions and Policies NA

Park and Facility

1.0 PURPOSE:

The purpose of this policy is to outline the procedures and criteria for the official naming of parks and recreation facilities (examples: athletic fields, playground structures, buildings, trails).

2.0 POLICY:

The following criteria govern the selection and designation of names for Key Pen Parks' park and recreation facilities:

- A. The naming of parks and facilities should be approached with caution, patience, and deliberation.
- B. A name, once adopted, should be permanent, and changes should be strongly resisted.
- C. Existing facility names shall be reviewed in order to avoid duplication, confusing similarity and/or inappropriateness.
- D. A prospective park or major facility name should be one likely to be widely accepted and used by the public.
- E. Whenever possible, a facility shall be named prior to construction of the improvement. Timing is important in naming facilities, since temporary designations tend to be retained. In the development of facilities, a number designation shall be used until formal naming of the facility is complete.
- F. In general, portions of a facility shall not have a name other than that of the entire facility to avoid confusion. However, a park's interior features and/or facilities may have names other than that of the entire park.
- G. If a park or sub-element of a park is named after an individual, family or organization, the final recommendation shall include an explanation of the reason for the honor.
- H. There should be a lapse of at least four months between the receipt of the name proposal and the final recommendation for its adoption to permit careful consideration of the appropriateness and the public acceptance of the proposed name.

- I. In cases where the person is deceased, the person shall have been deceased for a minimum of two years.
- J. Elected/appointed Key Pen Park officials and currently employed Key Pen Park staff shall not be eligible for consideration until they are no longer in office or have retired from Key Pen Parks service unless a significant monetary or real property donation is involved.
- K. Length of service, in and of itself, does not meet these criteria.
- L. Names should be ranked in the order of the following conditions:
 - 1. Neighborhood or geographical identification
 - 2. Community name or widely accepted name,(e.g." Home Park, Maple Hollow, Volunteer Park)
 - 3. Natural or geological feature (e.g., Taylor Bay)
 - 4. Historical or cultural significance
 - 5. The name may include an individual, family, or organization that has made a significant land and/or monetary contribution to the park and recreation system, or has performed significant public service which made a tangible contribution to Key Pen Parks system justifying a permanent memorial.

3.0 PROCEDURES:

- A. Suggestions for names for any park, or public facility may be solicited from the general public, individuals and/or organizations. Suggestions from Key Pen Parks' personnel and the Board of Commissioners will not be excluded from consideration. All suggestions, solicited or not, shall be recorded and forwarded to the Lands and Improvements Committee for review and consideration.
- B. Staff may review suggestions for names and make a recommendation(s) to the Land and Improvements Committee for consideration.
- C. Land and Improvements Committee after review of public and staff input shall make a recommendation to Key Pen Park Board of Commissioners for consideration and adoption.
- D. Following adoption of the facility name by Key Pen Park Board of Commissioners, Key Pen Parks staff shall develop facility signage using the name.