

NAMING CITY-OWNED LAND & FACILITIES POLICY

Policy Statement:

It is the policy of the City that the naming of new and renaming of existing facilities be reserved for exceptional circumstances and that the naming process comply with the guidelines and procedures set forth in this policy. The Purpose of this policy is to establish a systematic and consistent approach for the naming and renaming of parks, recreational areas, and facilities owned and/or operated by the City of Crookston. This policy will guide name recognition and establish its uniform application and establish formal policies as a guide to the City Council in considering (1) appropriate names for City-owned land, buildings, and facilities; and (2) whether, and under what circumstances, such land, buildings, and facilities should be named or renamed in honor of individuals. This policy pertains to all City-owned lands and facilities with the exception of City streets/roads and alleyways. It is realized that the responsibility for naming City parks, recreational areas and facilities lie with the Mayor and City Council. The City Council will rely on City-related boards and commissions for input and recommendation for the naming of city-owned areas and facilities.

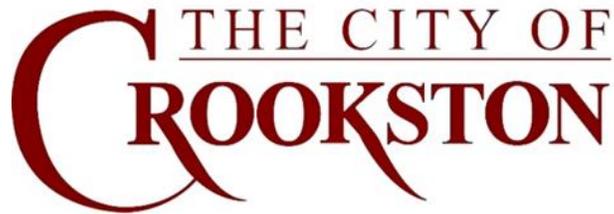
Naming objectives:

1. Ensure that parks, recreational areas and facilities are easily identified and located.
2. Ensure that names designated for parks, recreational areas and facilities are consistent with the values and character of the area or neighborhood served.
3. Encourage public participation in the naming and dedication of parks, recreation areas and facilities.
4. Encourage the donation of land, funds for land acquisition or development by individuals and groups.

Criteria for naming new facilities or parks:

The following criteria shall be used in selecting an appropriate name for City-owned facilities.

1. The name shall have or preserve the geographic, environmental (relating to natural or physical features), historic or landmark connotation of particular significance to the area in which the land or facility is located, or for the City as a whole. Either connotation is equally valid.
2. Consideration may be given to naming the City-owned land or facility after an individual when the land or facility, or the money for its purchase, has been donated by the individual, or when otherwise warranted by some contribution or service which is deemed to be of major and lasting significance to the acquisition of that piece of land, or planning, development, construction or renovation of that particular facility. Donation of land or resources shall not constitute an obligation by the City to name the land or facility or any portion thereof, after an individual or family. City-owned lands or parks shall not be named for benefactor organizations, groups or businesses, but in special cases, sub-facilities such as rooms or playgrounds may be considered.



3. Names honoring individuals or families, other than those of recognized historic importance, must be supported by compelling reasons.
4. In the event the City-owned land or facility was formerly school property or had other ownership such that the name of the school, building or site has community significance or community recognition, consideration may be given to preserving that name.
5. The City encourages naming which reflects the City's ethnic and cultural diversity and historical roots.
6. No City-owned land or facility shall be named after a seated elected or appointed official.
7. No City-owned land or facility shall be named after a person whose contribution to the City of Crookston was or is a part of that individual's normal duties as an employee of the City. An exception may be made for former employees who have contributed volunteer services of an exceptional nature beyond their normal duties.

Criteria for renaming existing facilities of parks:

The intent of naming is for permanent recognition and each application for renaming a city park or facility must meet the criteria listed above, but meeting all criteria does not ensure renaming.

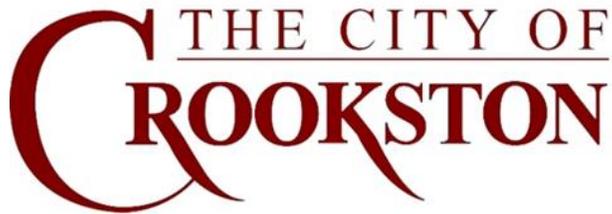
Existing place names are deemed to have historic recognition. City policy is not to change the name of any existing facilities or City-owned land, particularly one whose name has City or regional significance, unless there are compelling reasons to do so. Historical or commonly used place names should be preserved wherever possible. Proposals to rename land, parks and facilities are not encouraged and it is recommended that efforts to change a name be subject to the most crucial examination so as not to diminish the original justification for the name or discount the value of the prior contributors.

Further, the City will consider renaming to commemorate a person or persons only when the person or persons have made major, overriding contributions to the City and whose distinctions are as yet unrecognized.

City-owned lands and facilities may be renamed for an individual(s) under the following conditions. Where the individual:

1. Has made lasting and significant contributions to the protection of natural or cultural resources of the City of Crookston, or
2. Has made substantial contributions to the betterment of a specific facility or park, consistent with the established standards for the facility, or
3. Has made substantial contributions to the advancement of commensurate types of recreational opportunities within the City of Crookston.

Suggestions for naming or renaming City-owned lands or facilities shall be evaluated on the basis of the above criteria and upon appropriate documentation.



NAMING CITY-OWNED LAND & FACILITIES APPLICATION

All fields below are required to be filled out in order for this application to be considered complete.

Person making the name suggestion: _____

Address: _____

Contact phone number: _____

E-mail: _____

Location of site or facility to be named: _____

Suggested name: _____

Biographical information (attach up to ½ page)

Reason for Nomination: (attach up to ½ page)

Civic involvement OR Connection to the facility (attach up to 1 page)

Rcvd by City Clerk: _____

City Council Agenda: _____

Committee Review: _____

City Council Agenda: _____