

Rules and Regulations for Park Naming

Introduction

The naming of parks and park facilities is a thoughtful process, which requires careful analysis. As with any place name, a park name can be enduring and stay with a piece of property long after any knowledge of its origin has passed. The selection of a proper name for a park should be purposeful and systematic, resulting in a name both meaningful and symbolic.

A park name may honor a person of significant stature within the community, recognize an organization or group of citizens which has contributed to the development of the facility, or appreciate a significant natural aspect of the park. Park names should be apolitical and honor the contribution to a park or the community rather than an affiliation with a political party or action group.

The procedures set forth herein are meant as a systematic process to develop meaningful and creative names for Lakeville's park properties. The procedures are intended to simplify the process, ensure consistency in park and facility naming, remove emotional motivations and encourage creativity. Lakeville's future park names will exhibit balance, diversity and creativity.

Timing

The park naming procedure is a lengthy process by design. The process is intended to minimize the emotional impact of the naming process or a naming request. All parties involved are given time to think through the long-term implications of the chosen name.

Prior to the time of the development, a working name may be used. The working name would best be of a nondescript nature that is not meant to resemble in any way a possible permanent name. In the case of land acquisition for future parks, the assignment of a permanent park name may be delayed by a significant amount of time, thus a temporary identification will be needed until development takes place. A permanent name will be recommended by the Parks and Recreation Advisory Committee for consideration of formal adoption by City Council.

The following procedure should be followed in the naming of parks:

1. Staff will prepare a list of potential names and rationale based on input from any appropriate source including a public notice in the City's official newspaper announcing the need for citizen input. The list will be filtered, based on the criteria contained in this policy.
2. The Parks and Recreation Advisory Committee will review the list of potential names. The committee will discuss each name and its relative merits. Names may be added or eliminated from the list at this time. No decision will be made at this point.
3. At the next committee meeting, staff will provide any information requested by the committee. The committee shall narrow the list to three at this meeting.
4. At their next meeting the Parks and Recreation Advisory Committee shall debate the merits of the three remaining names and select the name that it will recommend to the City Council.

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The following procedure should be followed in the naming of parks continued:

5. The final actions would be to place the proposed park name on the agenda of the next regular City Council meeting. If the Council chooses not to approve the recommended name, they will return the issue to the advisory committee with direction and the process will begin anew.

Park Naming Criteria

Listed below are the criteria, which should be used to generate a list of potential park names, which shall be considered during the procedure described above.

- The name of the subdivision associated with the park.
- The name of the neighborhood in which the park is located.
- The school name if adjacent to or closely identified with the park.
- The street name adjacent to or closely identified with the park.
- A name suggested by the developer of the property.
- The name of a local interest point or local focal point near the park.
- The name of a stream, creek or body of water adjacent to or near the park.
- The name of a hill, valley or topographical feature associated with the park.
- The name of an event or historical occurrence associated with the park or abutting area.
- A creative name based on some impressions of the site.
- A name based on the vegetation present or the ecology of the area.
- A name based on a dominant feature of the site.
- The name by which most of the neighborhood and/or area children refer to the park.
- The name of a person who dedicates a major part or all of the land for the park.
- The name of a person of significant stature within the community.
- The name of an organization or group of citizens, which has contributed to the development of the facility.

Renaming Park Facilities

Renaming of parks should be done only after careful consideration. The renaming of a park facility should be considered if one or more of the following criteria is met:

1. The name of the park is the working name for the park assigned prior to the lime of development.
2. The primary park users have submitted a petition for a name change that deserves consideration through the normal naming process described herein.
3. An individual or organization contributes a significant portion of the cost of acquiring/developing/renovating, adds significant land or enters into a Naming or Master Agreement with the City
4. A park facility can be renamed in honor of a living individual who has made significant contributions to the community or in memory of someone who has done so. In order to be considered for such an honor, the honoree should have completed at least ten years of service. A waiting period of at least six months from the conclusion of service, or six months from death is required.

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Memorials

An individual or organization may pay tribute to a deceased Lakeville resident by donating a memorial bench and plaque with personalized message. The donor must provide the cost of the bench pad, bench, plaque and any future maintenance that may be required. Opportunities to refurbish an existing bench into a memorial bench are available on a limited basis. Specific plans must be submitted in advance, with the location and personalized message to be approved by the Parks Superintendent and in some for instances, the Parks and Recreation Director.

For information regarding memorials, please contact Park Maintenance at 952-985-2712.