



Parks and Recreation Advisory Board
May 4, 2022
Council Chambers
6:30 PM



- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes of Previous Meeting
 1. Approval of the Meeting Minutes of March 2, 2022
- IV. Public Period
- V. Old Business
- VI. New Business
 1. Discussion - Park Naming Policy
- VII. Any Other Business the Board Deems Advisable
- VIII. Adjournment

More than one member of the City Council may be present and speak at this meeting.

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

MEETING DATE		AGENDA
May 4, 2022		Section: New Business
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Discussion - Park Naming Policy		
Requested Action or Motion: N/A - Discussion only		
Summary Explanation & Background: The Park Naming Policy was developed and adopted by City Council on January 11, 2010. Various PRAB members have previously indicated that the policy should be modified and clarified to provide additional direction for future naming requests involving Park and Recreation facilities. Staff can draft a modified policy for consideration by PRAB, however, it would be appropriate to have an initial discussion to identify all of the potential items for policy inclusion, modification, or deletion that should be addressed if a revised policy was to be developed and subsequently recommended for adoption. It should be noted that staff has spent some time researching other similar policies of this nature. It seems that similar policies vary greatly by jurisdiction and that some governments have no such official policy Staff has identified the following as possible areas for policy modification: 1. The current policy does not specify any specific criteria as to when a park naming or re-naming application should be considered. Some possible items for discussion: ○ Should a naming request application submitted by an individual or group limited to City Residents only? What if a commercial entity met the 50 or 75% threshold? ○ Should an individual be able to submit an application only after certain criteria have been met (i.e. submission of verifiable documentation supporting the application, petition signatures (if so, how many) etc.)? ○ Once an application has been denied, can it be re-considered? If so, after how much time has elapsed? 2. It is recommended that new park facilities be officially named a minimum of six months prior to completion of construction of a new facility in order to allow adequate time for sign design, bidding, manufacturing and installation. A policy clause indicating this timing recommendation for new facilities would be helpful for establishing a deadline schedule for future new facilities in the planning phases or under construction. 3. Currently, the list of Parks exempt from renaming include Ft. Maitland Park, Lake Lily Park, Minnehaha Park, and Maitland Community Park. Should this list of four names be retained, modified, or deleted? 4. Park re-naming can often incur a significant expense and effort to modify signage, printed media, electronic name references, etc. Should a requirement be made that re-naming will necessitate that the requesting individual or group reimburse the City for any associated expenses?		

This aforementioned list is simply a few of the items for consideration. Discussion on other possible policy modifications are welcomed and encouraged. Once possible naming policy modifications are identified, staff can draft a revised policy for consideration at a future meeting. Any approved policy can then be forwarded to City Council for official adoption.

Fiscal Impact:

N/A

Exhibits:

1. Parks Naming Policy

Commission/Board: Parks and Recreation Advisory Board

Contact Person: Jay Conn 407-539-6264

Reviewed by City Attorney

N/A