

TOWN OF ADDISON, TEXAS

RESOLUTION NO. 17-103

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS REPEALING RESOLUTION NO. R15-020 AND APPROVING A NAMING AND RECOGNITION POLICY FOR CITY OWNED STRUCTURES, TRAILS AND PARKS, AND PROVIDING AN EFFECTIVE DATE.


NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

Section 1. Resolution No. R15-020 is hereby repealed.

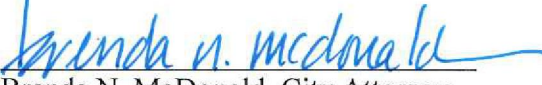
Section 2. The Naming and Recognition Policy for city owned structures, trails and parks, a copy of which is attached to this Resolution as Exhibit A, is hereby approved.

Section 3. This Resolution shall take effect from and after its date of adoption.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas this the 14<sup>th</sup> day of November, 2017.

  
Joe Chow, Mayor

ATTEST:  
By:   
Caitlan Biggs, Acting City Secretary

APPROVED AS TO FORM:  
By:   
Brenda N. McDonald, City Attorney



## EXHIBIT A

### ADDISON NAMING AND RECOGNITION POLICY

#### PURPOSE

The intent of this policy is to establish criteria for the naming and/or renaming of structures, trails, and parks owned by the Town of Addison, Texas ("Town" or "Addison") for the purpose of recognizing individuals, groups or organizations that have made a significant contribution to the Town.

#### NAMING CRITERIA

When naming a park, trail, or facility after a person, at least one of the following stipulations must be met:

- 1) The person has made a minimum financial contribution of \$1,000,000. This contribution may include:
  - a) The donation of land, significant financial contributions to acquire land, or land sold to the Town at a price significantly below market value that meets or exceeds the minimum financial contribution.
  - b) The construction of the park, trail or facility, or construction services at a price significantly below market value that meets or exceed the minimum financial contribution.
- 2) The person has made significant and consistent long-term contributions to the Town.
- 3) The person was an employee of the Town and served for at least 20 years, but has not been employed by the Town within the past 5 years.
- 4) The person shall not have been a City Council Member/Mayor of the Town of Addison within the last five years.

When appropriate, parks, trails, and facilities can be named after predominant geographical or physical features of the land. These may include natural features (rivers, trees, etc.) or man-made features (subdivisions, buildings, etc.). If a new road is built, the Town may request naming rights from the developer.

Parks and trails may be named after historical events that are specific to the Town.

Different sections of parks and facilities may carry names that differ from that of the overall park or facility. This may include the naming of individual items in a park or facility (such as a meeting room). However, the above guidelines shall still apply in choosing a name.

Meeting any or all of the above criteria does not guarantee that a park or facility will carry any certain name. Ultimately, all naming decisions are to be made at the sole discretion of the City Council, which may make exceptions to this policy when it deems appropriate.

#### NAMING RECOMMENDATION PROPOSALS

- a) Any citizen, group of citizens, entity or organization may submit a proposal to name a park, trail or facility after an individual, group of individuals, or community organization to honor and recognize significant contributions to the Town through public service, Town volunteerism or outstanding achievement. The contributions of the individuals or group must be well-documented. If possible, written permission and agreement must be obtained from the individual, group or organization who or which is being considered. The proposed name shall be submitted to the City Manager and his/her designee, along with supporting documentation of

their contribution to Addison, including how the proposed name met at least one of the Naming Criteria in this policy.

- b) City staff shall review the proposals and, if complete, add the proposal to the City Council Agenda for consideration.

**COUNCIL ACTION FOR NAMING OR RE-NAMING FACILITIES**

The motion to name or rename an existing park, trail, or facility must be approved by a 3/4<sup>th</sup> vote of the entire City Council (e.g., if all members of the City Council are eligible to vote, approval would require 6 out of 7 votes).

**REMOVAL OF A NAME**

In the event the name of a structure, trail or park has previously been granted and the name later casts a negative image on Addison, the name may be removed at the determination and discretion of the City Council.