



INTEROFFICE MEMORANDUM

TO: Lemuel Randolph, Director

FROM: Jenny Baker, Senior Park Planner

DATE: November 14, 2013

SUBJECT: Park Naming Guidelines

ENCL: McKinney City Council Guidelines and Procedures for Naming Municipal Facilities

City Council has directed Staff to look into modifying the guidelines and procedures for naming our parks. Generally, park names are adopted by City Council after a recommendation from the Park Board is received. This typically occurs during the design or construction process. Most of our parks have historically been named after deceased members of the community that have made significant civic contributions. Other park names have resulted from geographic references such as Hill Top Park or Horizon Park.

When naming a park after a person, the guidelines require that the individual must be deceased. Staff has modified the current guidelines to reflect that those who are living may be included as a candidate for naming, with certain limitations. Rather than only honoring those deceased, this would allow direct recognition of civic contributions and services.

This item is being presented for your consideration/discussion/action on a recommendation to City Council to modify the guidelines for naming municipal facilities.