



**McKinney City Council  
Guidelines and Procedures  
for  
Naming Municipal Facilities  
Resolution No.**

**1. PURPOSE**

To establish guidelines and procedures for the naming of municipal facilities.

**2. DEFINITIONS**

The definition of municipal facility or municipal facilities shall be any real properties that are owned by the City of McKinney such as, but not limited to, parks and public buildings or portions thereof.

**3. GUIDELINES**

The name of municipal facilities shall promote ready identification and/or geographical association by the public. The following guidelines to accomplish the above shall be used:

- A. Outstanding and/or predominant geographical or physical features of the land. Geographical and physical features will include those naturally occurring, (e.g. vegetation materials, streams, rivers, creeks, lakes or forested areas), and those man-made, (e.g., subdivisions, streets, office/industrial complexes or other commercial areas).
- B. Outstanding and/or predominant historical features of significance. Historical features will include the names of early residents or citizens and/or events of significance to the area's development.
- C. Contributions of land for a park site and/or money (equal to or greater than 50% of the total cost of the project) by individuals or organizations.
- D. In honor of: 1) community leaders or individuals (either deceased or living) who have made significant contributions to the community based on excellence or duration of commitment; and, 2) deceased national and/or state historical leaders and/or heroes.
  - o No community (City or County) leader or individual currently serving in an elected or appointed capacity may be eligible.
  - o No individual currently employed by the City or County may be eligible.
- E. Municipal facilities may be given the same name as a school site, where the sites abut one another.
- F. Subdivision names where park lands are adjacent to or lie within the subdivision.

- G. Municipal recreation centers that are a part of or lie within the boundaries of a park shall bear the name of that park unless the park name cannot be incorporated in the facility name.
- H. Sections of a municipal facility, such as a pavilion, meeting room, or ballfield, may be given a name, which is different from that of the overall park or facility. The guidelines and procedures for naming such a section shall be the same as for naming an entire municipal facility.
- I. The renaming of municipal facilities may be considered if exceptional circumstances exist, but should not be a common practice. In such circumstances, care must be taken to avoid renaming because the purpose of the prior naming had become obscured over time (and thus eliminate appropriate recognition or honor).

#### **4. PROCEDURES**

- A. Municipal facilities will generally be named immediately prior to or during development.
- B. The Parks, Recreation and Open Space Advisory Board, or other Board as appropriate, will be notified of the need to name a municipal park or other facility at least two months in advance of the City Council Meeting at which names will be considered.
- C. The Board considering the recommendation will forward such recommendation to the City Manager's office at least one week prior to the City Council Meeting at which the recommendation will be considered.