

Policy for Naming/Renaming of Parks and/or Recreational Facilities

Parks and Recreation Advisory Board

Adopted by the City of Rapid City on April 16, 2007

Revised on December 12, 2013

Introduction.

The assigning of a permanent identity by naming, or renaming, a park and/or recreational facility can be a complex and emotional process. The naming and renaming of parks and/or recreational facilities often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive and constant name changing can be the source of confusion to the public. The purpose of this policy is to provide guidance to those that have an interest in the naming and/or renaming of the City's parks and/or recreational facilities.

Policy Statement.

It is the policy of Rapid City Parks and Recreation Advisory Board (the "Advisory Board") to reserve the naming or renaming of parks and/or recreational facilities for circumstances that will best serve the interests of the City and ensure a worthy and enduring legacy for the City's park and recreation system.

To this end Rapid City Parks and Recreation supports consideration of naming requests within the following broad categories:

Historic Events, People, and Places.

The history of a major event, place, or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a city, its founders, other historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks.

Outstanding Individuals.

The City has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City and the development and management of the City's park and recreation system.

Major Gifts.

Over the years, the City has benefited from the generosity of some of its residents, businesses, and foundations. The Advisory Board recognizes that corporate sponsorships and/or donors provide an effective means of generating new revenues and constitute an alternative resource to support and develop new parks, facilities and programs. The significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming.

Definitions.

These words have the following meaning for purposes of this policy:

- Naming - the permanent name assigned by the City Council to a given park or recreational facility.

- Parks - all traditionally designed parks, gardens, natural open spaces, and specialized parks under the stewardship of Rapid City Parks and Recreation.
- Recreational facilities - major structures such as community centers, swimming pools, pavilions, tennis courts, sports fields, and fountains located within lands under the stewardship of Rapid City Parks and Recreation.
- Donations - a donation of property, goods, or cash. If the gift is contingent upon a special request, it is made subject to “condition.”

General principles.

In considering proposals for the naming or renaming of a park and/or recreational facility, the following general principles will be taken into account either collectively or individually. When naming a new park and/or recreational facility, the proposed name will:

- Engender a strong positive image
- Give appropriate consideration to the park and/or recreational facility’s location and/or history
- Have historical, cultural, or social significance for future generations
- Commemorate places, people, or events that are of continued importance to the city, region, state, and/or nation
- Have symbolic value that transcends its ordinary meaning or use and enhances the character and identity of the park and/or recreational facility
- Have broad public support
- Shall not result in the undue commercialization of the park and/or recreational facility if it accompanies a corporate gift

Renaming a park and/or recreational facility.

Proposals to rename parks and/or recreational facilities whether in consideration of a major gift or at the request of the community are not encouraged. Likewise, names that have become widely accepted by the community will not be abandoned unless there are compelling reasons and strong public sentiment from the broader community for doing so. Historical, or commonly used place names, will be preserved wherever possible.

Naming/renaming parks and/or recreational facilities for Outstanding Individuals.

Naming or renaming a park or facility for an outstanding individual is encouraged only for those who have been deceased for at least one year and where that person’s significance and good reputation have been accepted in the City’s, State’s and/or Nation’s history.

In considering the naming/renaming of a park and/or recreational facility after a deceased person, priority will be given to those who made a sustained and lasting contribution to:

- Rapid City’s park and recreation system
- The City of Rapid City
- The State of South Dakota
- The Nation

The naming of a park and/or recreational facility after people who may have lost their lives due to war or a tragic event will be considered only after the shock of such event has lessened within the community.

Naming/Renaming for Historic Events, People, and Places.

When a park and/or recreational facility is associated with or located near events, people, and places of historic, cultural, or social significance, consideration will be given to naming that park and/or recreational facility after such events, people, and places. In considering such proposals, the relationship of the event, person or place to the park and/or recreational facility must be demonstrated through research and documentation.

Naming for Major Donations.

From time to time, a significant donation may be made to the City that will add considerable value to the City's park and recreation system. On such occasions, recognition of this donation by naming a new park and/or recreation facility in honor of or at the request of the donor will be considered.

As a guideline, the threshold for considering the naming of a park and/or recreational facility after an individual or a group that has provided a major gift will include one or more of the following:

- Land for the majority of the park was deeded to the City.
- Contribution of a minimum of 60% of the capital construction costs associated with developing the park.
- Provision of a long term endowment for the continued maintenance and/or programming of the park.

Donors seeking naming rights for major donations with respect to an individual or group will be encouraged to follow the principles that apply to naming a park for an outstanding person. Exceptions to this will be considered on their own merits. Rapid City Parks and Recreation reserves the right to rename any park and/or recreational facility if the person for whom it is named turns out to be disreputable or subsequently has been found to act in a disreputable way.

The Advisory Board may also authorize a sponsorship/donation package whereby a park, facility, or program, or any portions thereof, are named for sponsors/donors that have contributed to the park, recreational facility, or program. Such a package may be proposed by the Advisory Board, Parks staff, or outside groups/organizations who will benefit from and help operate a park, facility, or program. Proposals from outside groups and organizations shall be submitted to the Parks and Recreation Director who will review the proposal and make a recommendation to the Advisory Board regarding the approval of such proposal including any recommended changes or conditions which the Director deems to be necessary and appropriate. The Advisory Board will be responsible for approving any proposal as well as any guidelines and/or conditions which are to be required in conjunction with approval of any sponsorship/donation package. However, it is generally understood that such packages will allow for signage containing the name of the sponsor/donor and may also include a corporate logo if appropriate. Any signage approved under this provision will comply with all state laws and city ordinances related to signage. The type, location, size, content and design of signage proposed by outside groups and organizations will be reviewed and approved by City staff to ensure compliance with signage rules and to insure that any signage is reasonable, is aesthetically consistent with the park environment, and does not negatively impact the park or recreational facility where it is located. The Advisory Board reserves the right to reject any sponsor/donor who is disreputable or who has acted in a disreputable way. The Advisory Board further reserves the right to rename any park, facility, or program if the sponsor/donor for whom it is named turns out to be disreputable, or subsequently has been found to act in a

disreputable way. Any sponsor/donor who is approved as part of this provision will sign an agreement with the City and/or the outside group or organization making the proposal. If the agreement is not with the City, the Advisory Board will approve the form of the agreement and one of the provisions of the agreement will be that this policy is part of the agreement.

Other Considerations.

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted; under these circumstances such names should be different from the park name to avoid user confusion.

All signs that indicate the name of a park and/or recreational facility shall comply with Rapid City's graphic and design standards.

Naming Text.

As Rapid City Parks and Recreation operates a large and diverse park system, it is important that the naming text assist in communicating the type of development and use. Therefore, the following terms will be applied as part of the naming process:

- "Park" applies to all parks that have been or will be developed primarily for recreational purposes. Such parks usually involve a high degree of landscape and recreational facility development.
- "Nature Park" applies to all parks where the primary purpose is the conservation of the natural environment. Such parks generally will have little or no development.
- "Dog Park" applies to an off leash area that can be a stand alone park or sometimes an area within a park.

Procedures & Guidelines.

These procedures and guidelines have been established to ensure that the naming or renaming of parks and/or recreational facilities is approached in a consistent manner.

Requests for naming/renaming of parks and/or recreational facilities.

All requests for the naming/renaming of a park and/or recreational facility shall be made in writing to the Director of Rapid City Parks and Recreation.

Requests should contain the following minimum information:

- The proposed name
- Reasons for the proposed name
- Written documentation indicating community support for the proposed name
- Description/map showing location and boundaries of the park
- If proposing to name a facility within a park, include a description/map showing the location of the facility.
- If proposing to rename a park or facility, include justification for changing an established name.

- If proposing to name a park or facility after an outstanding person, include documentation of that person's significance and good reputation in the City's, State's or Nation's history.

Assessing and approving naming/renaming requests.

All naming/renaming requests will be considered by the Advisory Board which consists of seven (7) appointed community members, the Director of Rapid City Parks and Recreation or his/her representative, and a City Council liaison member

This committee shall:

- Review the proposed request for its adherence to the policies of Rapid City Parks and Recreation
- Ensure that supporting information has been authenticated, particularly when an individual's name is proposed
- Take into consideration the comments of the relevant neighborhood association(s) or public comments

The decision of the Advisory Board with respect to the naming of a recreational facility shall be final. With respect to the naming of parks, the Advisory Board will present a recommendation for the name of any park to the Rapid City Common Council who may either accept or reject the proposal. If the City Council rejects the recommendation of the Advisory Board, it may approve an alternate name.

Approved by the Parks and Recreation Advisory Board on December 12, 2013

Dated this 6th day of January, 2014

City of Rapid city

ATTEST:

Mayor

Finance Officer

(SEAL)