

PUBLIC PARKS AND RECREATION NAMING POLICY

I. Purpose

To establish a naming policy for the Department of Parks and Recreation's municipal parks, and facilities in order to establish guidelines to select the appropriate name that would add additional credibility to the park or facility and reflect the department's mission.

II. Authorization

The Board of Parks and Recreation shall have the authority for the naming of all public parks and facilities by passing or rejecting a resolution at the board meeting.

III. Objectives

- Provide name identification
- Provide citizen/neighborhood input into the process
- Insure control for naming policy

IV. Qualifying Name

- Geographic location to facility
- Outstanding feature
- Adjoining subdivision
- Historical event, group, or individual
- Contribution to acquisition/development
- Exceptional service in the park's interest

V. Naming Parks and Recreation Facilities

The purpose of this policy is to establish a uniform procedure for the naming of parks and recreation facilities throughout the Consolidated City of Indianapolis.

The following guidelines will be used when naming a park or recreation facility:

1. A permanent name shall be assigned as soon as possible.
2. Duplication of other places or facility names in the City shall not be considered.
3. Recommendations for a name should come from neighborhood organizations in the same locality as the park or facility. Other recommendations from concerned citizens and special interest groups may be considered. If no citizen recommendations are made or consensus obtained, then Indy Parks and Recreation staff will initiate naming recommendations.
4. Prominent geographic features or local reference points (i.e., hill, stream, lake, notable tree, street, community or neighborhood) shall be considered for a potential name.

V. Naming Parks and Recreation Facilities (continued)

5. Consideration to naming a park or facility in honor of a person shall only be given if one of the following criteria has been met:

(continued)

- a. For an individual (excluding significant individuals recognized nationally) to be considered, that person must have contributed significantly to the acquisition or development of the park or facility or to the parks system overall. The suggested name must be accompanied by a biographical sketch which shall provide evidence of contributions to the park, facility, or parks system overall.
 - b. The major contribution must have been made to the City, Department of Parks and Recreation, or Indianapolis Parks Foundation.
 - c. There is a substantial donation to the City for park and recreational purposes wherein the donor stipulates a name as being consideration of the donation.
 - d. There is an outstanding community leader who has made significant civic contributions to the City and has given highly productive support to the Department of Parks and Recreation.
6. After the Board of Parks and Recreation decides upon a name, public notice of the recommended name will occur once during a thirty (30) day period in the City's official newspaper. Citizen comments and recommendations must be in writing to the Director of the Department of Parks and Recreation and must be postmarked within the thirty (30) day public-notice period.
 7. After the thirty (30) day public notice period, the Director of the Department of Parks and Recreation, with the approval of the Board of Parks and Recreation, will pass a resolution adopting or rejecting the name.
 8. An existing name of a park and/or facility, particularly one of local or national importance or outstanding feature, shall not be changed unless there are extraordinary circumstances of local or national interest as determined by the Department of Parks and Recreation's Board of Directors.

VI. Renaming

- a. The renaming of parks and facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so that it does not diminish the original justification for the name or discount the value of the prior contributors.
- b. Only those parks and facilities named for location or subdivision shall be considered for renaming. Parks named by deed restriction shall not be considered for renaming.
- c. A park or facility shall not be renamed if the name was a condition of a gift and the noncompliance with that condition would invalidate that gift.
- d. In order for a park or facility to be considered for renaming the following must occur:
 - the recommended name must qualify according to Section V of this policy, and
 - be accompanied by a petition from the particular park or facility users demonstrating the circumstances as to why renaming should be considered by the Department and its Board.

VII. Other Naming Alternatives

- a. Parks and facilities that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to the guidelines set forth in Section V and approval by the Board of Parks and Recreation.
- b. A facility within a park, i.e., playground, picnic shelter, etc., can be named separately from the park or facility location subject to Section V of this policy.