

EXHIBIT "A"

CITY OF ROUND ROCK POLICY FOR NAMING AND RENAMING CITY FACILITIES, PARK LANDS, AND PUBLIC STREETS

I. PURPOSE

The purpose of this policy is to establish a systematic, fair, and consistent policy and process for naming and renaming City facilities, park lands, and public streets. This policy provides for citizen input, recommendations from a diverse committee, and City Council approval to adopt all names.

II. INTENT

The success and vitality of the City depends on the contributions and support from citizens, volunteers, financial donors, community leaders and officials. The City welcomes the opportunity to honor those who have demonstrated outstanding service and have worked to enhance the community. A fair and impartial policy is necessary to ensure that naming or renaming facilities, park lands, and public streets for an individual, group or corporation is reserved for those most deserving and appropriate, and to recognize substantial gifts benefitting the City. Further, the policy shall ensure that naming and renaming decisions are not influenced by personal prejudice, favoritism, political pressure or temporary popularity. Honorees may include individuals, groups, companies or corporations.

III. OBJECTIVES

The naming process for City facilities, park lands, and public streets should:

Advance the reputation of the City as well as increase understanding and public support for its programs;

Ensure ready identification or geographical association by the public;

Encourage public participation in the naming, renaming and dedication of City facilities, park lands, and public streets;

Encourage naming and renaming of City facilities, park lands, and public streets in accordance with the geographical, cultural, historical or ecological features indigenous to the site and the community; and

Encourage the dedication of lands, facilities, or donations by individual and groups.

IV. CRITERIA

A. GENERAL CRITERIA

The naming of City facilities, park lands, and public streets may be based upon consideration of the following:

1. A monetary grant, donation or bequest to the City;
2. A substantial community service that has had a major impact or benefit to a large sector of the City from an individual who has:

- a. demonstrated dedication to service in ways that bring special credit to the City, and/or
 - b. volunteered and given extraordinary help to individuals, families, groups or community services;
- 3. An *in memoriam* honor for a deceased individual;
- 4. The honoring of a living individual, which request will be subject to the most careful examination; or
- 5. The honoring of City elected officials, management, staff or appointed public officials, who may only be considered after their employment or public service has been concluded for a minimum of one year.

B. CITY FACILITIES

- 1. As a general policy, City facilities shall be named in accordance with geographical, historical or ecological features indigenous to the site or to the immediate vicinity of the site.
- 2. Requests to name City facilities for an individual or group are to be evaluated on the basis of the following:
 - a. whether the individual or group has made a significant monetary gift or significant land gift to the City; or
 - b. whether the individual or group has made a significant contribution to the community of Round Rock.

C. PUBLIC STREETS

~~1.~~ This policy is applicable to streets only after a street has been dedicated as public. The following applies when an individual or group other than the City staff or City Council submits a request to rename a public street.

- ~~1a.~~ The “General Criteria” set out herein in Section IV, Subsection A shall also apply to the naming or renaming of public streets.
- ~~2b.~~ A public street shall not be renamed unless the owners of two-thirds of the linear feet of the abutting properties agree to change the name of the street to the proposed name. Individuals and groups submitting the renaming request shall be required to provide a notarized list of the concurring property owners documenting their agreement.
- ~~3c.~~ The name of a street that is located within a designated historical district shall not be changed unless there are compelling reasons for such change.

2. The following applies when the City staff and/or City Council initiates a proposal to rename a public street.

a. The “General Criteria” set out herein in Section IV, Subsection A shall not apply.

b. Written notice of the proposed name change shall be mailed to the owners of the abutting properties according to the records of the Williamson Central Appraisal District. The notice shall state the proposed name change and allow the property owners 30 days from the date of the notice to submit comments to the City either for or against the name change.

D. PARK LANDS

1. Regional/City level parks may be named after a geographical designation, a predominant physical feature of the land, an historical name, an organization, or the name of an individual.
2. Community and neighborhood level parks should be named after the subdivision which dedicated the land, the name of the neighborhood, an organization, or the name of an individual.
3. The word “Park” should be added to the specific name of the park.
4. Areas, facilities, and accessories (such as playgrounds, pavilions or sports fields) within a park may be named differently, using the criteria delineated herein.

E. RENAMING OF CITY FACILITIES, PARK LANDS, AND PUBLIC STREETS

Renaming of City facilities, park lands, and public streets is strongly discouraged. Once public property is named after an individual, the name of the public property should not be changed unless there are compelling reasons presented for such change. Requests to change the name of public property will be subject to the most critical examination so as not to diminish the original justification for the existing name or discount the value of the prior contributors.

V. PROCEDURES

A. SUBMISSION OF REQUESTS

Requests for the naming or renaming of City facilities, park lands, and public streets shall be submitted in writing to the City Manager. The person(s) submitting such request shall provide written background information regarding the rationale supporting the request, including biographical information if the request is to name the property for an individual. Any letters from appropriate organizations and/or individuals which provide evidence of substantial local support for the request shall be submitted along with the request.

B. SUBMISSION TO COMMITTEE

The City Manager shall submit the request packet to a committee consisting of the City Manager and three council members appointed by the Mayor. The committee shall research, review and study the request and all supporting documentation and supplemental information. The City Manager shall consult with appropriate City staff, and shall bring to the committee any information from staff that will assist in the committee's review and consideration of the request.

C. SUBMISSION TO CITY COUNCIL

The committee shall submit its recommendation regarding the request to the City Council. The City Council shall make the final determination regarding the naming or renaming of City facilities, park lands, and public streets.