



City of Killeen

Legislation Details (With Text)

File #: RS-23-061 **Version:** 1 **Name:** DRAFT Facility Naming & Renaming Policy
Type: Resolution **Status:** Passed
File created: 1/11/2023 **In control:** City Council
On agenda: 3/28/2023 **Final action:** 3/28/2023
Title: Consider a memorandum/resolution adopting the Naming/Renaming of City Facilities and Name Changes/Renaming of City Streets Policy and Guidelines.
Sponsors: Community Development Department
Indexes:
Code sections:
Attachments: 1. Draft Policy and Guidelines, 2. Article IV, Section 25-119,120 from COK Code of Ordinances, 3. Presentation

Date	Ver.	Action By	Action	Result
3/28/2023	1	City Council	Approved	Pass
3/21/2023	1	City Council Workshop		

Consider a memorandum/resolution adopting the Naming/Renaming of City Facilities and Name Changes/Renaming of City Streets Policy and Guidelines.

DATE: **March 21, 2023**

TO: **Kent Cagle, City Manager**

FROM: **Leslie K. Hinkle, Executive Director of Community Development**

SUBJECT: **DRAFT Policy for City Facility Naming & Renaming and Name Changes/Renaming of City Streets**

BACKGROUND AND FINDINGS:

There was a motion of direction from city council to develop a City of Killeen Facility Naming & Renaming and Name/Changes/Renaming of City Streets Policy. After researching other Texas municipal policies related to such, city staff drafted a policy for facility naming/renaming and name changes/renaming of city streets that conforms to existing Killeen Code of Ordinances outlined in Article IV. Section 25. Staff briefed the council on this item on February 21 and February 28, 2023 with further motions of direction for changes.

The draft policy contains the following:

Purpose- to define the process, objective, policies procedures and responsibilities associated with the naming of City facilities and City streets in honor of individuals, community organizations or corporations.

Objective - to establish a systematic, consistent process and approach for the official naming of City facilities and naming/renaming of City streets.

Policy & Guidelines - emphasizes criteria establishing community tradition and continuity of name, while utilizing established criteria that emphasize geography, local history, community values and character, civics, and service to the City of Killeen in the naming of City facilities and name changes/renaming of City streets.

Changes to the draft policy from the motion of direction on February 28, 2023 are:

1. Removed "renaming" options for existing facilities throughout the document.
2. Division 6. Policy (c) xiii.- Removed the first sentence of that section, "The City reserves the right to change the name to maintain consistency with these policies." Added "All existing City facilities will be grandfathered and never changed."
3. Division 6. (c) i.- At least 90 days prior to opening a new city facility, the city council will propose a name, to the City Manager for consideration.
4. The Existing Facilities section was removed based on the motion of direction.
5. Item v. in same Division 6. (c) v.- Once City Manager has received the recommendation from city council and when applicable the related board or commission, a recommendation will be made to the full City Council.

THE ALTERNATIVES CONSIDERED:

1. Adopt the Naming of City Facilities and Name Changes/Renaming of City Streets Policy and Guidelines.
2. Adopt the Naming of City Facilities and Name Changes/Renaming of City Streets Policy and Guidelines with changes.
3. Do not adopt the Naming of City Facilities and Name Changes/Renaming City Streets Policy and Guidelines

Which alternative is recommended? Why?

Staff recommends adopting the Naming of City Facilities and Name Changes/Renaming of City Streets Policy and Guidelines.

CONFORMITY TO CITY POLICY:

Yes, incorporates the existing requirements for street renaming or street name changes in Killeen Code of Ordinances, Article IV, Section 25-119, 120.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

N/A

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

Staff recommends adopting the Naming of City Facilities and Name Changes/Renaming of City Streets Policy and Guidelines.

DEPARTMENTAL CLEARANCES:

Legal
Development Services

ATTACHED SUPPORTING DOCUMENTS:

Draft Policy and Guidelines
Article IV, Section 25-119,120 from COK Code of Ordinances
Presentation