

# **CITY OF MORGAN HILL**

## **CITY COUNCIL POLICIES AND PROCEDURES**

**CP-04-02**

**SUBJECT:** Naming of City Facilities

**DATE:** April 7, 2004, Reviewed June 27, 2007,  
Revised September 2, 2015

**ORIGINATING DEPT:** City Manager

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### **BACKGROUND**

The City of Morgan Hill has a number of planned new facilities and the City does not currently have a system in place to guide the naming of facilities.

### **PURPOSE**

The primary purpose of this policy is to provide guidance on the naming of facilities.

### **POLICY**

#### **I. Process**

The City Council shall be the decision-making body for the naming of parks, buildings, and public facilities.

#### **II. Procedures for Naming New Facilities**

In the naming of new parks, buildings, and other facilities, consideration shall primarily be given to:

1. Neighborhood, geographic, or common usage identification;
2. A natural or geological feature;
3. Significant historical events or cultural attributes;
4. A historical figure;
5. An individual (living or deceased) who has made a significant land and/or monetary contribution to the City's public facilities and who has stipulated the name as a condition of the donation;
6. An individual (living or deceased) who has contributed outstanding civic service to the City and who has not served in elected City office for a period of at least one year.

## II. Procedures for Naming Existing Facilities

The City does not normally rename existing parks, buildings, and other facilities. In the event that extraordinary circumstances result in the need to rename an existing facility, consideration shall primarily be given to:

1. An individual (living or deceased) who has made a significant land and/or monetary contribution to the City's public facilities and who has stipulated the name as a condition of the donation;
2. An individual (living or deceased) who has contributed outstanding civic service to the City and who has not served in elected City office for a period of at least one year.

This Policy shall remain in effect until modified by the City Council.

**APPROVED:**

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**STEVE TATE, Mayor**