

## Cordata Community Park Naming Process

# Help Us Name the Park!!!

*Umm, we already have a "Cordata Park..."*

*Parks and Recreation Asks You to Think of an Official Name for Your Newest Park.*

- ✓ Please send your park name ideas to [jschilk@cob.org](mailto:jschilk@cob.org), or
- ✓ Drop your park name off at Parks and Recreation Administration Building, 3424 Meridian Street, or
- ✓ Mail your idea to City of Bellingham Parks and Recreation Dept. 3424 Meridian Street, Bellingham, WA 98225. Please reference "Cordata Community Park"
- ✓ We will entertain your ideas until December 31, 2016.
- ✓ Parks and Recreation will follow the park naming process laid out in PAR 01.00.01.
- ✓ The new park name selected by the Park Advisory Board will be recommended to the City Council for final adoption in 2017.

## City of Bellingham Policy

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<b>Title:</b>	[Title]
<b>Code:</b>	PAR 01.00.01
<b>Chapter:</b>	Parks, Recreation And Cemetery
<b>Level of Policy:</b>	Departmental
<b>Date Issued:</b>	7/24/1978
<b>Date Revised</b>	[Date Revised]
<b>Developed by:</b>	Byron Elmendorf, Parks & Recreation Director
<b>Revised by:</b>	[Revised By]
<b>Approved by:</b>	Ken Hertz, Mayor

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### **Purpose:**

To establish guidelines for naming of parks and recreational facilities.

### **Scope:**

City-wide for all public parks, recreation areas and facilities.

### **Policy Level:**

Departmental

### **Policy/Conditions:**

## **Cordata Community Park Naming Process**

The naming of all parks, recreation areas and facilities shall be a function of the Parks and Recreation Advisory Board to make recommendations to City Council for adoption.

### **Procedure:**

The Parks and Recreation Advisory Board shall conduct efforts related to the naming of Parks and Recreation facilities.

1. The Board will solicit names for community organizations or individuals. All suggestions shall be recorded.
2. All suggested names will be considered.
3. The name selected by the majority of the Board will be recommended to the City Council for final action.
4. Upon final adoption of a name, acknowledgement shall be made to those who submitted the suggestion.

### **Guidelines:**

1. The Parks and Recreation Advisory Board shall review all existing facility names in the parks' system to avoid duplication or confusion.
2. Priorities shall be given but not limited to geological location, historical or cultural significance, or natural and/or geological features.
3. In cases where the person is living or in which the death of the person or the event to be commemorated took place within the past year, there should be a lapse of at least six months between the receipt of the name proposal and the final recommendation for its adoption.
4. No facility shall be named for a living person, except when a significant contribution of land or money is made and the donor stipulates naming of the facility as a consideration of the donation, or when an unusually outstanding service to the parks and recreation system would so justify.
5. Whenever possible, a facility shall be named prior to construction of the improvement.
6. If a contest is to be held, the Board shall provide guidelines for the contest.
7. Once the park, recreation area or facility has been named, it should be considered permanent and changes should be strongly resisted.