

**CITY OF ALBANY  
CITY COUNCIL  
AGENDA REPORT**

Agenda Date: February 2, 2009

**SUBJECT:** POLICY FOR THE NAMING OF CITY PROPERTY

**REPORT BY:** Beth Pollard, City Administrator

---

**COUNCILMEMBER LIEBER RECOMMENDATION**

That Council direct staff to prepare a draft policy on the naming of City property for recommendation to the City Council.

**BACKGROUND**

From time to time, there is interest in the community to name City property in honor of residents. For example, there is the Bill Lewis Teen Center named in honor of Bill Lewis's work in Albany, including creating the teen center. Catherine's Walk is a public walkway named in honor of Catherine Webb's work on the City's history and other endeavors. Recently the Parks and Recreation Commission recommended the Council rename Terrace Park to Jewel's Terrace Park to honor former Councilmember and lifetime community resident and volunteer Jewel Okawachi.

**DISCUSSION**

The City of Albany has a policy on the approval and acceptance of memorials and other capital gifts to the City, including those in honor of individuals, as shown in Resolution #04-06 (attached). It contains reference to benches, plaques, trees, and capital projects or gifts to the City on city property, including parks, recreational or other facilities, open space, public right-of-way and medians. The policy does not include specific reference to the naming of City property.

**STAFF ANALYSIS**

There are other cities that have policies that contain criteria and processes for addressing naming requests. A policy on the naming of City property in honor of individuals or organizations would provide staff and commissions with guidance on responding to requests, and the Council guidelines on approval. Expanding the provisions of Resolution #04-06 to include policy and procedure on naming requests and opportunities would provide more clarity to City staff, commissions, and Council.

**SUSTAINABILITY IMPACT**

None

**FINANCIAL IMPACT**

None

Attachments

Resolution #04-06