

MEETING DATE: September 9, 2013

AGENDA ITEM: **Renaming Bush Way in Honor of Albert and Ursula Vera.**

ATTACHMENTS

	<u>Pages</u>
1. City Council Policy Statement 2006-01 "Naming of City Facilities."	1-7

City of Culver City, California
Declaration of the City Clerk

I, Martin R. Cole, being the duly appointed and acting City Clerk of the City of Culver City, California hereby depose and declare on the basis of my own actual knowledge:

(1) Resolution 2006-R089 was approved and adopted by the City Council of the City of Culver City, California on December 11, 2006 by a unanimous vote of the City Council.

(2) City Council Policy 2006-001 "Naming City Facilities" was approved thereby as amended by the City Council during the meeting of December 11, 2006 as reflected in the approved minutes of said meeting and as contained in the revised City Council Policy as filed with said Resolution 2006-R089

Declared under penalty of perjury on this 16th day of October, 2009.

BY:

Martin R. Cole

Martin R. Cole
City Clerk

1 RESOLUTION NO. 2006-R_____

2 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
3 CULVER CITY, CALIFORNIA, APPROVING AND ADOPTING
4 CITY COUNCIL POLICY STATEMENT NO. _____
ENTITLED "NAMING OF CITY FACILITIES."

5
6 WHEREAS, the City Council of the City of Culver City has determined that
7 there exists a potential for naming opportunities for many of the City's buildings, parks and
8 other facilities ("City Facilities"); and

9 WHEREAS, there is a need to establish policies and procedures for the naming
10 of City Facilities.

11 NOW, THEREFORE, the City Council of the City of Culver City, California,
12 DOES RESOLVE as follows:

13 1. The City Council hereby approves and adopts City Council Policy
14 Statement No. _____, entitled "Naming of City Facilities," which is attached hereto as
15 Exhibit "A."

16 2. City Council Policy Statement No. _____ shall be effective upon the
17 adoption of this Resolution.
18

19
20 APPROVED and ADOPTED this _____ day of _____ 2006.

21
22 _____
GARY SILBIGER, MAYOR
23 City of Culver City, California

24 ATTEST:

APPROVED AS TO FORM:

25
26 _____
CHRISTOPHER ARMENTA,
27 City Clerk

28 _____
CAROL A. SCHWAB,
City Attorney

**CITY OF CULVER CITY
COUNCIL POLICY STATEMENT**

General Subject: **Naming of City Facilities**

Specific Subject:

Policy Number: ~~TBD~~ 2006-001

Date Issued: 12/11/06

Effective Date: 12/11/06

Resolution No.: 2006-R089

PURPOSE

To define the policies, procedures and responsibilities associated with the naming of City facilities.

This policy is intended to:

1. Guide staff and the City Council in the naming of City facilities, including buildings, support facilities, park sites and recreation facilities.
2. Ensure that the naming of City facilities is accomplished in accordance with the City's laws, rules, regulations and procedures.

DEFINITIONS

For the purpose of this policy statement, the term "**City Facilities**" includes the following:

"**Buildings**" are City-owned facilities that house employees or are otherwise used to conduct City business. Examples of "Buildings" may include, but are not limited to, the City Hall, Police Facility, Transportation Facility, and Public Works Facility.

"**Support Facilities**" are City-owned facilities that are used to support field operations. Examples of "Support Facilities" may include, but are not limited to, the Public Works Yard, Transfer Station, Roads, Rooms and Pump Stations.

"**Park Sites**" are City-owned parks, open space, trails developed and undeveloped park areas.

"**Recreation Facilities and Amenities**" are facilities and amenities used primarily for recreation and leisure activities, which would include, but not limited to, plazas, athletic fields, sport courts, swimming pools, gymnasiums, recreation centers, meeting rooms and theatres.

"**Streets, Plazas, and Public Areas**" are City-maintained streets, plazas and public areas within the City of Culver City.

STATEMENT OF POLICY

The policy of the City is to name City Facilities using the criteria established by one of the following three types of naming strategies noted below: Descriptive Naming, Commemorative Naming, or Significant Donor/Contributor Naming.

Descriptive Naming

The following criteria may be considered in the Descriptive Naming of a City Facility:

1. Geographic Location: Geographical location or characteristics of the City Facility with consideration being given to archaeology, geology, topography, botany, zoology, or man-made geographical characteristics or a geographic location logically associated with the City Facility.
2. Adjacent Street: An adjacent street to the City Facility.
3. Subdivision: The subdivision in which the City Facility is located.
4. History: An historical person, place, culture, or event associated with the City Facility.
5. Function: The purpose for which the facility was built or is currently being used.

Commemorative Naming

Commemorative naming is assigning the name of an individual, organization or corporation to a City Facility under the following conditions. That:

1. there is a well-defined connection associated with the contributions of the individual, organization or corporation and the City.
2. the individual's, organization's or corporation's contributions are of an extraordinary nature.
3. the significance of the individual's, organization's or corporation's contributions is commensurate with the service impact of the associated City Facility. For example:
 - a. Individuals, organizations or corporations that have made regional contributions may be considered for the naming of regional facilities.
 - b. Individuals, organizations or corporations that have made local contributions may be considered for the naming of more local facilities such as would serve neighborhoods within the City, including, but not limited to, recreational facilities and amenities.
4. a City Facility may be named to honor a deceased person who has made extraordinary contributions to the community, which have been consistent and continuous over a considerable period of time, such as the long term public service of an elected official or a community volunteer. If a City Facility is proposed to be named after a person who is deceased, one year must have passed before the naming process is initiated.
5. no City Facility shall be named after a living person.

Significant Donor/Contributor Naming

Significant Donor/Contributor naming is assigning the name of an individual, family, business or organization to a City Facility under one or more of the following conditions. That:

1. more than 50% of the construction costs of a substantial City Facility have been contributed.
2. more than 50% of the cost of land has been contributed.
3. long term gifts, sponsorship agreements or endowments of a significant financial value have been contributed.

Renaming City Facilities

City Facilities that have been named by a formal action of the City Council shall not be renamed unless supported by a 4/5^{ths} vote of the City Council. This requirement shall not apply to City Facilities that have not been named by formal action of the City Council or action taken by City Council prior to the adoption of this Policy.

Plaques and Markers and Memorials

Plaques, markers and other memorials on City Facilities shall be consistent with existing signage. The cost of the purchase and installation of such plaques, markers and memorials may be paid by the individual, family, business or organization being honored, or by the City or both.

PROCEDURE

1. A letter of request for the naming of a City Facility shall be addressed to the City Council. This letter will include what type of naming is being requested along with all documentation and information to be considered in support of the request.
2. City Council shall either direct the request to the most appropriate City Commission, Committee, Council Emeritus or staff for review and recommendation or refuse consideration of the request. The review process should include some form of public outreach.
3. If City Council passes the request on for review and recommendation, the appropriate City Commission, Committee or staff shall review the request and provide one or more recommendations for consideration by the City Council. The recommendation(s) shall include the plaque, marker or memorial inscriptions and/or means of signage for each recommendation that is made. The City Council shall have the final approval of the proposed name and all related signage.

December 11, 2006

Item A-1

Adoption of a Resolution Approving and Adopting a City Council Policy Statement Entitled "Naming of City Facilities."

William La Pointe, Director of Parks, Recreation and Community Services gave the staff report.

Following discussion, the following motion was made:

MOVED BY COUNCILMEMBER GROSS, SECONDED BY COUNCILMEMBER MALSIN AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL ADOPT RESOLUTION NUMBER 2006-R089, APPROVING AND ADOPTING A CITY COUNCIL POLICY STATEMENT ENTITLED "NAMING CITY FACILITIES", WITH THE FOLLOWING AMENDMENTS TO THE COUNCIL POLICY STATEMENT:

1. UNDER "DESCRIPTIVE NAMING", ADD "FUNCTION" TO THE LIST OF CRITERIA TO BE CONSIDERED IN THE DESCRIPTIVE NAMING OF A CITY FACILITY.
2. UNDER "COMMEMORATIVE NAMING", NO. 1: DELETE THE WORD "FACILITY".
3. UNDER "COMMEMORATIVE NAMING", NO. 4: AMEND TO READ AS FOLLOWS: "IF A CITY FACILITY IS PROPOSED TO BE NAMED AFTER A PERSON WHO IS DECEASED, ONE YEAR *MUST* HAVE PASSED BEFORE THE NAMING PROCESS IS INITIATED."
4. UNDER "COMMEMORATIVE NAMING", NO. 5: AMEND TO READ AS FOLLOWS: "NO CITY FACILITY SHALL BE NAMED *AFTER* A LIVING PERSON".

December 11, 2006

Item A-1
(continued)

5. UNDER "SIGNIFICANT DONOR/CONTRIBUTOR NAMING": AMEND TO READ AS FOLLOWS: "1. *MORE THAN 50% OF THE CONSTRUCTION COSTS OF A SUBSTANTIAL CITY FACILITY HAVE BEEN CONTRIBUTED.*" AND "2. *MORE THAN 50% OF THE COST OF LAND HAS BEEN CONTRIBUTED.*"
6. UNDER "PROCEDURE", NO. 2: AMEND TO READ AS FOLLOWS: "CITY COUNCIL SHALL EITHER DIRECT THE REQUEST TO THE MOST APPROPRIATE CITY COMMISSION, COMMITTEE, COUNCIL EMERITUS OR STAFF FOR REVIEW AND RECOMMENDATION OR REFUSE CONSIDERATION OF THE REQUEST. *THE REVIEW PROCESS SHOULD INCLUDE SOME FORM OF PUBLIC OUTREACH.*"

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Public Comment - Items Not On the Agenda (Continued).

Mayor Silbiger invited public participation.

There was no response.

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Receipt of Correspondence

MOVED BY COUNCILMEMBER ROSE, SECONDED BY COUNCILMEMBER MALSIN AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL RECEIVE AND FILE THE FOLLOWING CORRESPONDENCE:

Email from Margot Bennett expressing concerns regarding a business named Nirvana Smoke Shop located on Midway and Washington Boulevard.

Email from Jan Dudley regarding the proposed redevelopment project on Sepulveda Boulevard.

Email from Lee O. Norris regarding the proposed redevelopment project on Sepulveda Boulevard.

Email from Anthony Giancana regarding Abrigo Martial Arts School having to relocate due to increased rent.