

City of Roseville – Parks, Recreation & Libraries

Department Policies & Procedures

APPROVED:



Jill Geller, Director

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Subject: Park Naming

Purpose

The City of Roseville Parks, Recreation & Libraries (PRL) has established a policy that provides a process and parameters for the solicitation of names and the approval of recommended name suggestions for parks and PRL facilities. This process was approved by City Council on 04/01/2026.

Policy

It is the policy of PRL to annually, as applicable, seek name suggestions from the community for new parks and PRL facilities.

Definition

“PRL facilities” are defined as recreation facilities, rooms within PRL buildings, and amenities within parks including, but not limited to, sports fields, groves of trees, walkways and trails.

There is a separate naming process for City buildings and other City facilities.

Process

In July of each year, notification is made to the public and interested individuals that name suggestions are being sought for new parks and facilities that will be under construction during that fiscal year period (July 1 to June 30). This suggestion period is open for the month of July. Names should be submitted to the City Clerk and forwarded to the Park Planning and Development Manager.

At the conclusion of the suggestion period, the names received will be considered as follows:

- 1) The Park Naming Subcommittee shall review the list and make recommendations for park and/or facility names, using the criteria outlined below, to the Parks & Recreation Commission.
- 2) The Park Naming Subcommittee shall consist of three members of the Parks & Recreation Commission, chosen by the Commission prior to July of each year.
- 3) Names received shall be considered “active” for both the current and following fiscal years, and will be considered for the parks and facilities scheduled for construction during those same fiscal years.
- 4) A name suggestion cannot be formally submitted more than three times (for a total of six “active” years).
- 5) The Park Naming Subcommittee and/or City Council has the right to select a name not included on the “active” list, under special circumstances.

Criteria for Naming a Park Facility

The act of naming is significant and meaningful. A name can invoke powerful emotions, create images and help to recall history. The naming of a park or facility is intended to be a permanent act, and therefore should be approached in a thoughtful manner. The name of a park or facility should take into consideration the past, present and future history of the land, its use, and our relationship to it. The following criteria and factors shall be considered when naming or renaming a park or facility:

- Recognition of nearby prominent geographical locations (e.g., street names, subdivision names, or adjacent school names)
- Recognition of significant or notable natural and geological features of the area
- Recognition of outstanding features of the park or facility
- Recognition of historical or cultural significance in the area

Park names may also recognize significant individuals (living or deceased) within the community, as follows:

- The person contributed a significant amount of land or funding for the park or facility, typically amounting to 50% or more of development costs.
- The person has made significant volunteer, philanthropic, or community contributions, for a period of at least ten years, that resulted in a public benefit and improved quality of life of Roseville residents.
- The person died in the line of duty as part of City service.

It is the desire of the City to maintain an overall balance of park names among those that are named after individuals and those that are named per other criteria. In any given year the majority of park names may lean one way or the other but, cumulatively, a balance is desired. As of the date of this policy revision, the City's 94 parks were named 60% after people and 40% per other criteria.

Dog Parks: The City has set a precedent of naming dog parks after dogs who have served as K-9 officers in the City of Roseville Police Department's K-9 Unit. It is recommended that the selection of dog park names continue this tradition.

Naming of new parks or facilities should also consider:

- Including "Roseville" for regional or citywide parks and facilities
- Avoiding duplication of names in order to ease confusion of sites and locations for the general public

It is noted that the City of Roseville is grateful for the sacrifices of our fallen soldiers and veterans who served our country. With limited parks and facilities available, it is difficult to place a higher value or honor of one life over another. Therefore, honoring our fallen soldiers and veterans shall be directed to existing veteran-related programs within the City.

Re-naming of an existing park or facility, due to costs, potential loss of neighborhood identity and other considerations, shall be discouraged. The City Council reserves the right to add to the name of an existing park not named after a person or family, due to special circumstances. In such cases, the original park name shall not be replaced. Under these special circumstances, community contributions

towards the offset of costs incurred to change signage shall be considered in the approval process.

Name Selection Process

- 1) The Subcommittee shall review all names and recommend up to three names for each new park or facility to the Parks & Recreation Commission.
- 2) The recommended names, along with the full list of submissions (including the “active” names from the previous year), shall be reviewed by the Parks and Recreation Commission for consideration at a formal meeting. The Parks and Recreation Commission shall recommend up to three names for each new park or facility to the City Council.
- 3) The recommended names, along with the full list of submissions (including the “active” names from the previous year), shall be reviewed by the City Council for approval at a formal meeting.
- 4) Family members of any potential namesakes shall be contacted by PRL staff prior to final approval by City Council, to ensure their support of the recommendation.
- 5) The Annual Park Naming Process shall conclude upon City Council’s final approval of the park or facility name.

Document Reference

Fillable Submission Form