



PARK & RECREATION ADVISORY BOARD AGENDA

BUCKHAM WEST

**WEDNESDAY, JANUARY 25,
2023**

6:00 PM

1. Call to Order
2. Approval of the Minutes - October 26, 2022
3. Presentation - Farmers' Market
4. Director's Report
5. Requests to be Heard
6. Old Business
 - A. Update on Mill Towns Trail/Northern Links Trail
 - B. Community Center - Task Force Members
7. New Business
 - A. Community Center RFQ Update
 - B. Naming of Viaduct Park
8. Other
9. Next Meeting Date:
10. Adjournment

FARIBAULT PARKS AND RECREATION ADVISORY BOARD MEETING
MINUTES FOR OCTOBER 26, 2022

MEMBERS PRESENT: Lola Brand, Sara Caron, Sally Kramer, Chad Kreager, Mike Ross and Troy Temple. MEMBERS ABSENT: Mark Fuchs. STAFF PRESENT: Paul Peanasky, Parks and Recreation Director, and Denise Hansen, Administrative Assistant. GUESTS: Dave Wanberg, Richard Huston, Martha Brown, Susan Erickson, Deb Kasper, Christine Graf, Lee Nordmeyer, Sonny Wasilowski, Katy Anderegg, Emily Nesvold, Mathias Hughey and Roger Steinkamp.

- 1) Meeting was called to order by Chad at 6:00 p.m.
- 2) Approval of Minutes: Motion made by Lola, seconded by Troy to approve minutes of September 28, 2022. Motion passed.
- 3) Presentation:
 - a) Cannon Valley Farmers Market: Nothing new to report.
 - b) Environmental Commission Discussion: Environmental Commission members and Community Development Staff were present to discuss working in cooperation with the Parks and Recreation Advisory Board on various projects. Dave Wanberg reviewed some projects the Commission has been working on. In the future, the Commission would like to contribute to some community service events, gardens and future parks. They're specifically interested in developing pollinator gardens, bee lawns and water gardens. Paul stated the Engineering Department generally develops water retention areas in their development phase. Tall grass, native landscapes and the weed ordinance were also discussed as well as educating the public on terms such as bee lawn, prairie grass, native garden, and pollinator garden. Other opportunities for boards to cooperate on include rain gardens, tree inventory, "green" downtown areas and environmentally friendly projects. Paul reported that staff is currently working to update the current city tree ordinance. Parks and Recreation Advisory Board thanked all for attending and the boards plan to meet again in the future.
- 4) Director's Report:
 - a) Board Appreciation Night: Paul reminded the Board of their invitation to the Volunteer Appreciation Dinner & Meeting on Wednesday, December 7, at the 3Ten Event Venue. Paul encouraged everyone to attend and reminded members to RSVP per the invitation.
 - b) Board Positions: Board member terms expiring in 2023 are Mike Ross, Lola Brand and the student representative position. Both Mike and Lola have applied to be reappointed to the board. Paul stated Mark has not responded to requests asking if he wants to remain on the board or not. Therefore, Paul will request Council to remove Mark and appoint a new board member.
 - c) Hometown Holiday: Buckham West requested assistance with the Hometown Holiday event on Thursday, December 1. Lola volunteered to help.
 - d) Joint City Council & Parks and Recreation Advisory Board Meeting: A Joint Meeting between the City Council and Parks and Recreation Advisory Board will be held on Tuesday, December 6, to discuss the new park by the viaduct bridge and review the initial plans. A public open house will also be held in conjunction with the meeting to

share the initial park plans. Paul asked the board to start thinking about name suggestions for the park.

5) Requests to be Heard: None.

6) Old Business:

- a) Update on Mill Towns Trail/Northern Links Trail: Nothing new to report.
- b) Lyndale Trail Update: Paul reported the Lyndale Trail is complete.
- c) New Community Center: Board discussed publishing a request asking for residents to volunteer to serve on the committee for a new community center. Paul stated he has been in contact with the New Ulm Parks & Recreation Director for insight on the process as New Ulm recently supported and completed a large renovation to their community center. Paul has begun preparing a request for quote (RFQ) for a new community center.

7) New Business:

- a) Open Custodial Position: The city is hiring a custodial company to clean Buckham West as that custodial position is still open. The position has been vacant since June 8.

8) Other: None.

9) Next Meeting: The next meeting is Tuesday, December 6, 2022. Due to holidays, the Board will not meet the 4th Wednesday in November or December. Paul will call another meeting during this time if needed.

10) Motion was made by Sally, seconded by Sara to adjourn at 7:16 p.m. Motion passed.

Respectfully submitted,
Denise Hansen, Administrative Assistant



Naming Policy

Purpose: The purpose of this policy is to establish guidelines to name or rename the City's parks and/or recreational facilities.

Introduction

The naming or renaming of parks and recreational facilities is complex and sometimes emotional since assigning a name is a powerful and permanent identity for a public place and/or facility. The naming and renaming of parks and/or recreational facilities often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive and constant name changing can be the source of confusion to the public. The purpose of this policy is to provide guidance to those that have an interest in the naming and or renaming of the City's parks and/or recreational facilities.

Definitions

- Naming – the permanent name assigned by City Council via a resolution to a given park or recreational facility.
- Parks – all traditionally designed parks, gardens, natural open spaces and specialized parks under the stewardship of the Faribault Parks and Recreation Department.
- Recreational facilities – major structures such as aquatic centers, swimming pools, sports fields and shelters located within lands under the stewardship of the Faribault Parks and Recreation Department.
- Donations – a donation of property, goods or cash generally with no expectation of return. If the gift is contingent upon a special request, it is made subject to “condition”.

Policy Statement

It is the policy of the Faribault Parks and Recreation Advisory Board to reserve the name or naming of parks and/or recreational facilities for circumstances that will best serve the interests of the city and ensure a worthy and enduring legacy for the City's parks and recreation system.

To this end, the City of Faribault Parks and Recreation Department supports consideration of naming requests within the following broad categories:

Historic Events, People and Places

The history of a major event, place or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a city, its founders, other historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks.

Outstanding Individuals

The City has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City and the development and management of the City's parks and recreation system.

Major Donations

Over the years, the City and the Faribault Parks and Recreation Department have benefited from the generosity of some of its residents, businesses and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming.

Guiding Principles

Naming/Renaming for Historic Events, People and Places

When considering naming a park, recreational facility or major feature after events, people and places of historic, cultural or social significance, requests must demonstrate this significance through research and documentation and show there is continued importance to the city, region, state and/or nation.

Naming/Renaming for Outstanding Individuals

A park, recreational facility, or major feature may be named for an outstanding individual who has made a significant contribution to the Faribault parks and recreation system, the City of Faribault, the State of Minnesota or the nation. In addition to societal contributions, the moral character of the individual must be considered. When considering requests, it is preferred that the individual has a connection to the park, recreational facility or major feature being requested to be named.

Naming/Renaming for Major Donations

From time to time, a significant donation may be made to the City that will add considerable value to the City's parks and recreation system. On such occasions, recognition of this donation by naming/renaming a park, recreation facility and/or major feature in honor of or at the request of the donor will be considered.

The City Council may use its discretion as to what dollar amount is worthy of naming rights for individual projects, on a case by case basis. Likewise, City Council can use its discretion as to whether or not to allow for corporate naming/renaming rights. Corporate logos, insignias, brands or direct advertising text shall not be permitted.

Donors seeking naming rights for major donations with respect to an individual should follow the principals outlined in “Naming/Renaming for Outstanding Individuals”. Exceptions to this will be considered on their own merits.

Renaming a Park, Recreation Facility and/or Major Feature

Proposals to rename parks, recreational facilities, and/or major features whether for a major gift or community request are not encouraged. Likewise, names that have become widely accepted by the community will not be abandoned unless there are compelling reasons and strong public sentiment from the broader community for doing so. Historical or commonly used place names will be preserved wherever possible.

Other Considerations

When naming/renaming a park, recreational facility, and/or major feature, does the proposed name engender a strong positive image, have historical, cultural or social significance for future generations, and have broad public support?

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted; under these circumstances such names should be different to the park name to avoid user confusion.

All signs that indicate the name of a park and/or recreational facility shall comply with City of Faribault graphic and design standards. Specialized naming signage will not be permitted.

City of Faribault Parks and Recreation Department reserves the right to rename any park, recreational facility, and/or major feature if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.

Procedures and Guidelines

These procedures and guidelines have been established to ensure that the naming or renaming of parks and/or recreational facilities is approached in a consistent manner.

Requests for Naming/Renaming of Parks and/or Recreational Facilities

All requests for the naming/renaming of a park and/or recreational facility shall be made in writing to the Director of Faribault Parks and Recreation.

Request should contain the following minimum information:

- The proposed name.
- Reasons for the proposed name.
- Description/map showing location and boundaries of the park.
- If proposing to name a facility within a park, include a description/map showing the location of the facility.

- If proposing to rename a park or facility, include justification for changing an established name.
- If proposing to name a park, facility or feature after an outstanding person, include documentation of that person's significant contribution in regards to the Faribault Park system, the city, state and/or nation and good reputation in the city's, state's or nation's history.

Assessing and Approving Faribault Naming/Renaming Requests

Upon receipt of a naming request by Faribault's Parks and Recreation Department, the Parks and Recreation Advisory Board will review the request and if the Board concurs with the request, the relevant neighborhood association(s) shall be advised and their comments on the proposal will be invited. In absence of an association, a public notice will be issued and comments will be invited by the general public.

All naming/renaming requests will be considered by the Faribault Parks and Recreation Advisory Board.

This committee shall:

- Review the proposed request for its adherence to the naming policies of the City of Faribault Parks and Recreation Department.
- Ensure that supporting information has been authenticated, particularly when an individual's name is proposed.
- If the initial review of the request is viewed favorably by the Board, they will then solicit and take into consideration the comments of the relevant neighborhood association(s) or public comments prior to presenting the proposal to the City Council.

The Parks and Recreation Director will then present a recommendation to the Faribault City Council who may either accept or reject any proposal. The City Council may also seek to refer the matter to a public meeting to gain additional information prior to making a decision.