



MEMORANDUM

To: Mayor and City Council

From: Traci Leach, Deputy City Manager

Date: June 9, 2026

Reference: **Draft Policy: Re-Naming Non-Park Buildings**

2040: **Sustainable Government**

Introduction:

This item is presented for Council consideration and direction of a proposed policy to guide the re-naming of non-Park City Buildings.

Background:

At the February 24, 2026 Work Session, staff presented research regarding policies for the re-naming of buildings other than park and recreation facilities/buildings, for which the City currently has a policy. At this Work Session, staff received direction to bring a draft policy forward for consideration. The parameters identified at that time were:

- Add long-time volunteers to the list of eligible individuals
- Utilize the existing board structure to vet requests
- Honor current building names by making the standard for re-naming quite high

Benefits to the Community:

Such a policy would provide clear guidance to those desiring to honor individuals who have made a significant contribution to the community.

Legal:

N/A

Fiscal Impact:

Unknown.

Recommendation:

Staff is seeking Council direction regarding the proposed draft policy.

Background:

As part of the budget development process, the Council provides feedback regarding their focus areas and priorities for the upcoming year. These priorities are used by staff to develop the annual work plan that sets specific items in place to progress these Council priorities forward. Council provides feedback based on the following scale to indicate how much time, resources, and capacity should be dedicated to furthering the goals identified in the Plan:

- 1: Items rated as a ONE means Fall Back in terms of reduction in time, resources, and capacity allocated towards the pursuit of that particular goal.
- 4: Items rated as a FOUR means Status Quo, meaning the amount of time, resources, and capacity allocated to the pursuit of that goal will be maintained in the upcoming year.
- 7: Items rated as a SEVEN means Emphasize, meaning the amount of time, resources, and capacity allocated to the pursuit of that goal should be maximized and increased in the upcoming year.

It should be noted that staff works on all parts of the Plan each year. The Council priorities provide the focus and areas of emphasis to ensure consistent progress towards the stated priorities.

This work typically occurs in January as part of the Council’s January retreat. However, this year, the City engaged with BerryDunn Consulting to facilitate a community-wide effort to refresh the plan that was originally adopted in 2019. The refresh was adopted by the Council in February 2026.

Once the goals are finalized, staff will develop the draft work plan for Council review and adoption as part of the overall budget process later this summer.

Benefit to the Community:

The Vision 2040 Strategic Plan serves as the foundation for all budget and service delivery decisions. Aligning the vision for the Strategic Plan is critical to ensuring that the Council and staff are working towards the vision that represents our community.

Legal Review:

N/A

Fiscal Impact:

N/A

Recommendation:

None.