

ORDINANCE NO. 1447

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KELLER, TEXAS, AMENDING THE CITY OF KELLER CODE OF ORDINANCES BY AMENDING CHAPTER 2, ADMINISTRATION, BY ADDING A NEW ARTICLE XVI, NAMING OF PUBLIC LANDS, STREETS, AND FACILITIES; PROVIDING A SEVERABILITY CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, there are occasions when interested parties have or may propose to name or rename City of Keller public lands, streets, and facilities; and

WHEREAS, the City Council of the City of Keller, Texas may consider naming proposals, seek citizen input, and consider proposed names or renaming of City of Keller public lands, streets, and facilities; and

WHEREAS, no established procedures or guidelines exist to assist in the naming or renaming of City of Keller public lands, streets, and facilities; and

WHEREAS, Chapter 2, Article XVI, of the City of Keller Code of Ordinances shall provide procedures whereby City of Keller public lands, streets, and facilities may be officially named by the City Council of the City of Keller, Texas; and

WHEREAS, upon the recommendation of the City Staff and in the deliberation of the City Council of the City of Keller, Texas, it is deemed to be in the best interest of the health, safety and general welfare of the citizens of the City of Keller that a new Article XVI, Naming of Public Lands, Streets, and Facilities be added under Chapter 2, Administration, of the City of Keller Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KELLER, TEXAS:

Section 1: THAT, the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

1 Section 2: THAT, Chapter 2, Administration, of the City  
2 of Keller Code of Ordinances, is hereby  
3 amended, by adding a new Article XVI. NAMING  
4 OF PUBLIC LANDS, STREETS, AND FACILITIES, to  
5 read as follows:

6 **"ARTICLE XVI. NAMING OF PUBLIC LANDS,  
7 STREETS, AND FACILITIES.**

8 **Sec. 1-1600.Definitions.**

9 *Public Land* - Lands which are owned or  
10 managed by the City of Keller for the  
11 long-term benefit of the community. These  
12 lands may be within or outside of the  
13 corporate limits. Examples include, but are  
14 not limited to developed and undeveloped  
15 parks, open space, and plazas.

16 *Public Facilities* - Physical facilities  
17 owned or managed by the City of Keller for  
18 the long-term benefit of the community.  
19 Examples include Town Hall, Library, The  
20 Keller Pointe, Police and Courts Building,  
21 and Fire Stations.

22 *Streets* - Existing public streets which  
23 have been named and are owned or managed in  
24 some manner by the City of Keller. This  
25 Article is not applicable to new streets  
26 being constructed.

27 **Sec. 2-1610.Guidelines.**

28 (a) *Qualifying Names* - Should provide some  
form of individual identity related to one of  
the following:

- (1) Geographic location;
- (2) An outstanding feature;
- (3) Adjoining subdivision;
- (4) Commonly recognized historical event,  
group, or individual;
- (5) Historical sites;

1 (6) Individual(s) or group(s) who make  
2 significant financial contributions to  
3 acquisition and/or development;

4 a. The name of a special benefactor  
5 may be considered either living or  
6 deceased.

7 b. Financial contributions from  
8 benefactors must exceed the  
9 minimum amount required for  
10 purchasing authorization by the  
11 City Council and account for a  
12 minimum of 51% of the project  
13 cost. Acquisitions and/or  
14 developments resulting from  
15 contributions valued at less than  
16 this amount will not be affixed  
17 with names.

18 (7) Individual(s) who provided  
19 extraordinary service to community or  
20 country as a whole;

21 a. Individual died in the line of  
22 duty serving the City of Keller or  
23 the United States of America or  
24 died while performing a heroic  
25 act.

26 b. The individuals name is not  
27 eligible for consideration until  
28 five (5) years after their death  
except where the individual was a  
recipient of the Medal of Honor,  
Distinguished Service Cross, Navy  
Cross, Air Force Cross,  
Distinguished Service Medal, or  
Silver Star, in which case the  
five (5) year waiting period shall  
be waived.

c. Individual must not have been  
convicted of a felony.

d. Individual must have been a Keller  
resident for ten (10) years or  
more.

1 e. Application must be accompanied by  
2 a biographical sketch providing  
3 evidence of such service and  
4 rationale supporting the  
5 nomination.

6 f. A letter of support from a spouse  
7 or immediate family member may be  
8 required at the discretion of the  
9 City.

10 (b) Other considerations:

11 (1) The renaming of parks and facilities  
12 is strongly discouraged.

13 (2) Parks and facilities named by deed  
14 restriction or grant approval cannot  
15 be considered for renaming.

16 (3) A park, facility, or street named for  
17 an individual should not be changed  
18 unless it is found that the  
19 individual's personal character is, or  
20 was, such that the continued use of  
21 their name for a park, facility, or  
22 street would not be in the best  
23 interest of the community.

24 (4) Street names to be considered shall  
25 not duplicate or cause confusion with  
26 the names of existing streets.  
27 Portions of streets shall not be  
28 considered for renaming. Street names  
that are spelled differently but sound  
the same (phonetically similar) shall  
be avoided.

### 29 Sec. 3-1620. Procedures.

30 (a) Initiation of Proposed Name.

31 (1) In order for a naming or renaming  
32 proposal to be considered the  
33 following must occur:

34 a. The recommended name must qualify  
35 according to Section 2 of this  
36 Article, and;

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b. Be formally submitted to the City Secretary or the appropriate department as listed on the Naming Application Form, completed in its entirety, accompanied by a petition containing a minimum of thirty (30) signatures and addresses of Keller residents in support of the naming proposal, and;

c. If intended for the renaming of a street the petition must contain signatures of support from a minimum of 75% of the owners of all property located on the street in question;

d. That the sponsoring party must be a citizen of the City of Keller, and;

e. If it is a renaming proposal the sponsoring party shall enter into a written agreement with the City, contingent upon approval of the proposed naming by the City Council, to incur all costs associated with renaming including signage, brochures, publications and administrative fees should such cost exceed Two-Thousand Dollars (\$2,000.00); however, in appropriate cases the City Council at their discretion shall have the authority to waive this requirement of the sponsoring party.

(2) Consideration of naming proposals by City Council may be initiated by any citizen, Council Advisory Committee, Board or City Task Force, or elected or appointed official.

(3) Naming proposals will be directed through the appropriate department:

a. Parks and open space - Parks and Recreation Department;

- b. Library - Library Department;
- c. Street Re-Naming - Planning and Development Department;
- d. All others - City Manager's Office.

(4) Prior to naming proposals being forwarded to City Council for consideration, naming proposals shall be formally reviewed by the appropriate advisory board(s) or task force(s) in public meetings with opportunity provided for citizen input requested through advanced meeting notification.

a. If all of the above conditions are met, public notice of the proposed name change will be published on the City's website during a minimum period of sixty (60) days prior to the advisory board, task force, or City Council public meeting, whichever happens first. Citizen comments must be in writing and postmarked or e-mail dated within the sixty (60) day public notice period.

b. At the end of the sixty (60) day public notice period, the assigned staff member shall list within thirty (30) days the item on the appropriate agenda (either Board or City Council) and submit to the Board or Council a summary of the comments and recommendations received for their review.

(5) Utilizing the process listed above, the City Council, through the City Manager's Office, may solicit public input prior to making a decision on a naming or renaming request not assigned to a board or task force for initial review.

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(b) Council Review:

- (1) Staff reports shall be prepared that fully document input received from citizens, board or task force discussions, and a specific naming recommendation(s).
- (2) The item will be placed on the City Council meeting agenda for review and consideration. Minutes from board or task force meetings which include a naming recommendation will be submitted as part of the staff report to City Council for their review.
  - a. City Council, after consideration, by motion and majority vote may:
    1. Formally approve a naming proposal;
    2. Formally deny a naming proposal; or
    3. Conduct a special public hearing at a future meeting date.
- (3) If additional public input is needed, the City Council, prior to making a formal decision on a naming proposal may conduct a public hearing no sooner than 30 days following the Council meeting at which recommendations were received by the Council. Public hearing notification shall be posted at least 10 days in advance via the City's web site.
- (4) The purpose of the public hearing is to provide opportunity for additional public input directly to the City Council.
  - a. City Council will do one of two things following a special public hearing:

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1. Formally approve a naming proposal; or

2. Formally deny a naming proposal.

(c) Memorial/Dedication Recognitions to include proposed items such as park amenities (benches, bridges, pavilions, playgrounds, tables, and garden areas), meeting rooms, and conference rooms shall be addressed under a separate City document entitled Donation Policy.

Section 3: THAT, all other ordinances in conflict herewith are hereby repealed.

Section 4: THAT, if any section, paragraph, clause, phrase, or provision of this Ordinance, shall for any reason be held to be invalid or unenforceable, the validity or unenforceability of such section, paragraph, clause, phrase, or provision shall not effect any of the remaining provisions of this Ordinance.

Section 5: THAT, the City Secretary is hereby authorized and directed to cause publication of the descriptive caption of this Ordinance as an alternative method of publication provided by law.

Section 6: THAT, this Ordinance shall become effective upon its adoption and publication provided by law.



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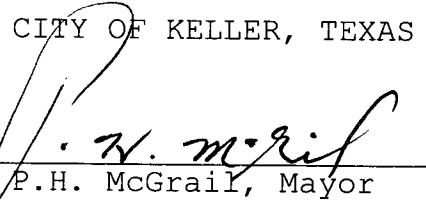
AND IT IS SO ORDAINED.

Passed and approved on the first reading by a vote of 4 to 0 on this the 24th day of March, 2009.

Passed and approved on the second reading by a vote of 5 to 0 on this the 7th day of April, 2009.

CITY OF KELLER, TEXAS

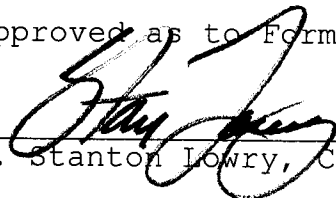
BY:

  
P.H. McGrail, Mayor

ATTEST:

  
Sheila Stephens, City Secretary

Approved as to Form and Legality:

  
L. Stanton Lowry, City Attorney

**City of Keller**  
**Naming Application Form**



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Proposed naming or renaming for facilities, public lands, and renaming of streets  
(per Ordinance No. 1447)

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**Please type or print clearly in ink and return to the City Secretary's Office or one of the following departments (additional sheets may be attached):**

- ☐ City Secretary's Office
  - P.O. Box 770, Keller, Texas 76244 or e-mail to [citysecretary@cityofkeller.com](mailto:citysecretary@cityofkeller.com)
- ☐ Parks and Recreation Department (for all Parks and Recreation Facilities)
  - P.O. Box 770, Keller, Texas 76244 or e-mail [parksandrec@cityofkeller.com](mailto:parksandrec@cityofkeller.com)
- ☐ Library Department (for all Library facilities)
  - 640 Johnson Road, Keller, Texas 76248 or e-mail [library@cityofkeller.com](mailto:library@cityofkeller.com)
- ☐ Planning and Development (renaming of streets)
  - P.O. Box 770, Keller, Texas 76244 or e-mail [communitydevelopment@cityofkeller.com](mailto:communitydevelopment@cityofkeller.com)
- ☐ City Manager's Office (for all others)
  - P.O. Box 770, Keller, Texas 76244 or e-mail to [townhall@cityofkeller.com](mailto:townhall@cityofkeller.com)

Date of Submittal: \_\_\_\_\_

Individual or Organization Submitting Nomination:

\_\_\_\_\_

Address: \_\_\_\_\_

e-mail \_\_\_\_\_ Phone \_\_\_\_\_

Signature of Individual or Organizational Representative Submitting Nomination:

\_\_\_\_\_

Nominee (check one) Individual \_\_\_\_ Organization \_\_\_\_

Nominated Name / Organization: \_\_\_\_\_

Recommended Name: \_\_\_\_\_

Facility, Street, or Public Land location: \_\_\_\_\_

Supplemental information if nomination is related to a significant contribution for acquisition or development (*refer to Sec. 2-1610 - Guidelines*):

- Proposal from individual or group (***please attach***)

Supplemental Information if nomination is related to an individual(s):

- Date of death (minimum 5 years waiting period in most cases): \_\_\_\_\_
- Biological sketch and justification supporting the nomination (***please attach***):
- Dates resided in City of Keller: \_\_\_\_\_
- Petition (***please attach***):

For Official Use Only:

Board Recommendation: Yes: \_\_\_\_\_ No: \_\_\_\_\_ Date: \_\_\_\_\_

City Council Action: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_