



City of Bonner Springs

KANSAS

Wednesday, May 17, 2023

200 East Third Street, Bonner Springs, KS 66012

We will follow safety precautions recommended by the Centers for Disease Control and Prevention, the Kansas Department of Health and Environment, and local health officers.

Attendees are strongly encouraged to wear masks.

PARKS & RECREATION ADVISORY BOARD MEETING - HH:MM PM

OLD BUSINESS

NEW BUSINESS

1. ROSA Meeting Dates

Action

Recommendation

Documents:

2. Memorial Day Celebration

Action

Recommendation

Documents:

3. New Park Name

Action

Recommendation

Documents:

1. Naming and Renaming of City-Owned Properties

REPORTS

1. Committee Member Items

Memorandum

Date:	May 17, 2023
To:	PARK BOARD
From:	
Subject:	ROSA Meeting Dates
Recommendation:	
Action:	
Background: There are a few committee members who have stated that Wednesdays do not work for them.	
Discussion: Discuss the committee's availability to meet on certain days and times of the week and propose new regular meeting day that does not conflict with another committees existing schedule.	
Financial Impact:	

Memorandum

Date:	May 17, 2023
To:	PARK BOARD
From:	
Subject:	Memorial Day Celebration
Recommendation:	
Action:	
Background: The City hosts an annual Memorial Day ceremony at the Bonner Springs Cemetery.	
Discussion: Committee to report on any items for this upcoming event and make plans to complete any needed actionable items.	
Financial Impact:	

Memorandum

Date:	May 17, 2023
To:	PARK BOARD
From:	Justine Spease
Subject:	New Park Name
Recommendation:	
Action:	
Background: At a previous Parks & Recreation Board meeting, a board member asked what the new park on Nettleton Ave. would be called. Having no policy in place, staff took a policy recommendation to City Council which was workshopped on March 27th and approved by council on April 24th.	
Discussion: Discussion on proposed names for the new park.	
Financial Impact:	

CITY OF BONNER SPRINGS

Governing Body Policy

Type Policy	Governing Body
Policy #	GB-

Subject	Naming and Renaming of City-Owned Properties
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Date Adopted	
Prepared By	Justine Spease, Recreation Manager
Approved By	
Purpose	To establish a policy and procedure of naming/renaming city-owned properties.

Introduction

The purpose of this policy is to establish a uniform procedure for the naming or renaming of City-owned properties.

Procedures

The following guidelines and criteria will be used when naming a City-owned property:

A working name for the City-owned property will be assigned by Staff at the time of land purchase, donation, or development. Suggested names will be historical, geographical, or the name of a boundary street.

The final name will be assigned and approved by City Council before the final development.

In naming, consideration shall be given primarily to:

1. Neighborhood, boundary roads, or common usage identification;
2. A natural or geographic feature;
3. Significant historical events or cultural attributes;
4. A historical figure;
5. An individual (living or deceased) who has made a significant land and/or monetary contribution to the development of the property;
6. An individual who has contributed outstanding civic service to the City, and who has been deceased for a period of at least one year (written documentation of the next of kin if available/possible is required);
7. Organizations having contributed to and influenced the betterment of the City.

Nominations for the naming/renaming of City facilities shall be submitted to the Recreation and Outdoor Spaces Advisory (ROSA) Committee and/or the City Manager. Written background information shall be attached, and shall include the proposed name of the property, a complete description of the contributions(s) of the individual(s) for whom the naming/renaming is proposed, or the reason for the name proposed (if not an individual).

Civic engagement is encouraged and if deemed appropriate, the ROSA Committee or Staff may put many names up for a vote or community contest.

After reviewing the proposal(s), the recommendation of the ROSA Committee will be sent to the City Manager then to Council for review and possible action.