

RESOLUTION NO. 285-22 7-27-22

COL LEG Naming of Co. Property

Amending Cayuga County Policy, Naming of County Property

BY: Hon. Christopher Petrus, Chairman Government Operations

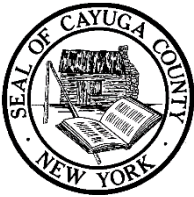
WHEREAS, The County Legislature has adopted numerous policies and procedures for conducting County business and others which are mandated by Federal and State governments; and,

WHEREAS, The County wishes to amend the “Naming of County Property Policy” removing *County Administrator, and replacing with Chairperson or “designee”* removing *Department of Public Works and replacing with Director of Parks & Trails;* now therefore be it

RESOLVED, The Cayuga County Legislature does hereby amend The Cayuga County “Naming of County Property Policy”; and be it further

RESOLVED, That each Department will review their policies annually and all changes/revisions will be brought by Resolution through the Government Operation Committee to the Legislature for its consideration; and it is further

RESOLVED, That this resolution will take effect immediately upon its adoption.



*State of New York }
County of Cayuga }*

I do hereby certify, that I have compared the forgoing copy of a Resolution duly passed and adopted by the Cayuga County Legislature at a meeting held on the 26th day of July 2022 with the original Resolution, and that the same is a true and correct copy and transcript thereof, and the whole thereof.

Given under my hand and official seal July 27, 2022

Shula P. Smith
CLERK, CAYUGA COUNTY LEGISLATURE

CAYUGA COUNTY POLICY

DEPARTMENT: Legislature

POLICY TITLE: Naming of County Property

EFFECTIVE DATE: 7-27-22

RESOLUTION NO.: 285-22

SUPERSEDES POLICY OF: 6-25-19, Resolution 219-19, 5-25-10, Resolution 255-10 and 10-27-09, Resolution 571-09

1.1 Policy Title: Designation Name of County Space/Item

Objective: Naming County owned buildings, rooms, roads and other facilities and material items.

Authority: The authority for officially naming County-owned buildings, rooms, roads and other facilities and material items (e.g. podium, gavel, bench, garden collection, plaques) rests with the County Legislature.

Policy: The gesture of honoring a specific individual at a certain point in time by naming something for him/her is a natural impulse, but as time passes the significance or/reason for such naming becomes forgotten; therefore, such naming shall be the exception rather than the rule.

County spaces/items already named are considered “grandfathered”.

Procedure:

1. All requests should be submitted in writing outlining and/or reason the property should be named for a certain individual.
2. Requests for naming designation shall be made to the *Chairperson or “designee”* and shall be referred to and reviewed by the committee of the County Legislature that deals with Government Operations, which will be responsible for making a recommendation to the full County Legislature. I
3. The following guidelines/standards will be used to consider naming requests:

- a. Only under exceptional circumstances will the County consider permanently naming a room or other County space to honor an individual or other entity. The County Legislature is not obliged to act favorably on any such request, but only after due deliberation and consideration.
 - b. Building names will be related to the service(s) provided therein, the function(s) the building serves and/or the historical nature of the building insofar as possible.
4. When considering the naming of a facility, space, or material item, the committee and full Legislature will utilize the following criteria:
- a. The significance of the individual's contribution to Cayuga County;
 - b. The relationship between the individual's contribution and the nature of the facility/item to be named;
 - c. Any naming shall contain a review provision and be reexamined after 10 years at which time the name may be continued or changed.

Donations and/or Memorials

The Cayuga County Department of *Parks & Trails* offers the ability to the public to purchase a bench complete with customized engraved plaque as a donation to the park and/or as a memorial. The price of the bench and/or plaque is no more than the actual costs charged to the County. Trees may be purchased by the public; however, the Director of *Parks & Trails* reserves the right to approve or disapprove the species of tree selected by the donor before planting. All costs associated with the benches, trees and plaques shall be absorbed by the purchaser/donor. The Director of the Cayuga County Department of *Parks & Trails* reserves the right to choose the location where the bench, plaque or tree will be placed. Installation of the bench will be completed by the staff of the Cayuga County **Parks & Trails** at no additional cost. No cost for replacement installations will accrue to the County from any donation or memorial. This is not a profit-making offer.

Note: Policy shall be reviewed annually by the Legislature. Revisions must be in Resolution form, go through the Government Operations Committee and approved by the Legislature.