BERNALILLO COUNTY

BOARD OF COUNTY COMMISSIONERS

ADMINISTRATIVE RESOLUTION NO. 2014–63

ESTABLISHING THE NAMING AND MEMORIAL COMMITTEE

WHEREAS, the County recognizes the importance of place names and desires to establish guidelines regarding the naming of county public buildings, streets, parks and other facilities, and the adoption of memorials ("hereafter facilities"); and,

WHEREAS, the County desires that facilities named for individuals may continue a lasting honor that reflects both the honored person’s positive impact on the community; and,

WHEREAS, the County recognizes the importance of history and desires to retain historic place names associated with early settlement locations throughout Bernalillo County, including the original land grants; and,

WHEREAS, the County desires that facility names represent the value of the community and be mindful of future generations; and,

WHEREAS, the County desires to solicit orderly public input into the naming of public facilities and adoption of memorials and to carefully consider and fairly assess such proposals.

NOW, THEREFORE BE IT RESOLVED, the Board of County Commissioners hereby establishes the Naming and Memorial Committee to review, evaluate and recommend names of County owned facilities and the adoption of memorials.

Section 1. Naming and Memorial Committee:

a. The Board of County Commissioners shall establish a Naming and Memorial Committee consisting of eight (8) members. The Committee shall select a Chair.

b. Committee members shall be selected from each division of the county and staff that work directly with the public. The Committee will consist of the following staff or their designee:
1. Deputy County Manager, Public Works
2. Deputy County Manager, Community Services
3. Deputy County Manager, Public Safety
4. Fleet and Facilities Director
5. Parks and Recreation Director
6. Public Information Office Director
7. Risk Management Director
8. Cultural Services Manager

c. The Committee shall meet monthly to review suggestions from a County
Commissioner or the public for the naming of specific facilities and adoption of
memorials that have been received during the previous month.
d. A public meeting with appropriate stakeholders may be convened by the Committee
for additional public input.
e. The Committee shall submit its recommendations to the Board at the next regularly
scheduled administrative meeting of the Board.
f. No monthly meeting or stakeholders public meeting will be required if the
Committee has not received any naming suggestions during any given month.

Section 2. Naming Policies:
The County hereby adopts the following general policies regarding the naming of public
facilities:
a. A person, organization, group or event being memorialized through the naming of a
county facility shall merit such honor through having made a significant contribution
to the community or having had a significant impact on the County’s mission and
purpose.
b. Facilities shall only be named for those honorees who are deceased or who have
retired and have not held public office or been employed for a period of at least five
years in any capacity.
c. If an individual does not meet the criteria in Section 2.b, exceptions may be made
with a super majority vote for adoption by the Board of County Commissioners.
CONINUATION PAGE 3, ADMINISTRATIVE RESOLUTION AR 2014-63.

d. Facility location shall be a significant determinant in naming recommendations in order to retain unique place names associated with historic families, geographic features, land grants or events.

e. Facility names shall be bestowed with the full intention that such names shall be permanent.

Section 3. Memorial Policies:

a. Memorial refers to a structure, monument or plaque that memorializes a person, organization, a group or event;

b. If a proposed memorial incorporates an art component, the Committee will engage the Bernalillo County Arts Board for review and recommendations. If such a memorial is adopted, public art general obligation bonds may be used to fund the art component of the memorial.

c. All memorials will be funded through the county’s capital improvement projects (CIP) process as adopted by the Board of County Commissioners or through other funding sources deemed appropriate by the Board.

d. Donations and gifts in memory of an individual, organization, or commemoration of a historic event may be considered by the Committee.

e. The Committee will not consider memorials solely in the form of live plant materials such as trees, bushes, or gardens;

Section 4. Application Process

Applications for consideration of names and/or memorials will be accepted by:

a. Letter of nomination submitted by a County Commissioner directly to the Committee.

b. A letter of interest from an individual, or a public or private organization, with evidence of broad community support, submitted to the county manager for referral to the Committee.

c. Upon review and recommendation by the Naming and Memorial Committee, the Board of County Commissioners will vote to approve or not approve the proposed name or memorial.
DONE this 14 day of October, 2014.

BOARD OF COUNTY COMMISSIONERS

Debbie O'Malley, Chair

Art De La Cruz, Vice Chair

Maggie Hart Stebbins, Member

Lonnie C. Talbert, Member

Wayne A. Johnson, Member

APPROVED AS TO FORM:

County Legal

ATTEST:

Maggie Toulouse Oliver
County Clerk