



# Parks and Recreation

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## ROSEWOOD LAKES NAMING POLICY UPDATE

Due to the approval of the lease with the Truckee Meadows Parks Foundation (TMPF), the Rosewood Lakes Golf Course will no longer operate as a golf course for the foreseeable future. As such, the name of the facility will need to be adjusted to clearly describe the function of the property which is now a nature study area.

The City of Reno Park and Facility naming guidelines are established to provide names and identification for this facility and to provide citizen input in regards to the name.

The Parks and Recreation Department has established the following timeline to complete this process:

- June 2021 - Public notice to submit names to the City's official newspaper (Completed)
- June 2021 - Notification of the Ward 3 Neighborhood Advisory Board (NAB)
- July 6, 2021 – Presentation to Ward 3 Board (NAB).
- July 2021 - Submission of proposed names to the Recreation and Parks Commission (RPC) after thirty (30) days. Submissions end on July 9, 2021.
- August 17, 2021 - Review of the proposed names at a regularly scheduled RPC meeting
- September 2021 - Forward of recommendation along with all names to City Manager and City Council
- September 22, 2021 - Selection and Approval of the name. (City Council Meeting)

Upon completion of these steps, the new name will be put in place for the nature study area that will be managed by the Truckee Meadows Parks Foundation.

Currently, the park name application is on the City of Reno website at [Reno.Gov/parksandrec](https://reno.gov/parksandrec).



# Parks and Recreation

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## MEMORANDUM

**DATE:** April 26, 2021

**TO:** Doug Thornley, City Manager

**FROM:** Jaime Schroeder, Parks and Recreation Director *js*  
Danny Gleich, Recreation Manager

**SUBJECT:** **Rosewood Lakes Golf Course Name Change**

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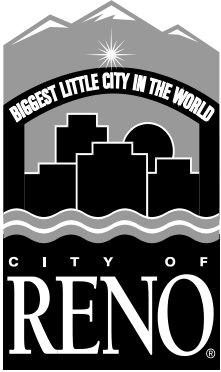
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### Attachments

Park and Facility Naming Guidelines



**CITY OF RENO  
PARKS, RECREATION & COMMUNITY SERVICES DEPARTMENT  
PARK AND FACILITY NAMING GUIDELINES**

**Purpose**

To establish a formal process and procedure for naming parklands, trails and facilities under the jurisdiction of the Parks, Recreation and Community Services Department.

**I. Objectives**

- A. Provide name identification for individual parks.
- B. Provide name identification wherever appropriate for buildings, structures, facilities, and specified areas.
- C. Provide for citizen input in the process of naming parks and facilities as enumerated above.
- D. Insure control for the naming of parks and facilities by the City Council with the recommendations of the City of Reno Recreation and Parks Commission and the Director of Parks, Recreation and Community Services (PRCS).

**II. Qualifying Names**

It is the intent of the PRCS Director and the Recreation & Parks Commission to recommend names for the identification of parks and facilities to the City Council. These names should provide some form of individual identity related to:

- A. The geographic location of the facility;
- B. An outstanding feature of the facility;
- C. The adjoining subdivision or major street;
- D. Commonly recognized historical event, group or individual;
- E. An individual or group who contributed significantly to the acquisition or development of the individual facility or provided a service in the interest of the park system as a whole. It is strongly encouraged that the recommended name to be considered be received posthumously. However, the Recreation and Parks Commission and PRCS Director have the discretion to consider a name of a living person under compelling circumstances.

**III. Naming Process**

- A. A list of names shall be kept on file in the office of the Director of the City of Reno Parks, Recreation and Community Services Department.

- B. A "PARK NAME APPLICATION" and a "PARK & FACILITY NAMING POLICY shall be obtained" from the City of Reno PRCS Department.
- C. The "PARK NAME APPLICATION" or equivalent information shall be completed and submitted to the Recreation and Parks Commission Secretary ten (10) days prior to a Commission agenda for consideration.
- D. Public notice of the opportunity to submit names will be published once in the City's official newspaper. The public will then have a thirty (30) day period to submit names. The PRCS Director will also notify, in writing, the Neighborhood Advisory Board ("NAB") which represents the neighborhood of the proposed park, facility, etc. Citizen comments and recommendations must be in writing to the PRCS Director and be postmarked within the thirty (30) day public notice period.
- E. For an individual (excluding historically significant individuals) to be considered, that person must have contributed significantly to the acquisition or development of the park or facility or to the park system overall. A person providing volunteer work at a particular park would not normally be considered for naming unless the volunteer work was significant to the overall park system or the City as a whole. It is strongly encouraged that the recommended name be received posthumously, although the PRCS Director and Recreation and Parks Commission have the discretion to consider the name of an individual, and must be accompanied by a biographical sketch which shall provide evidence of contributions to the park, facility or park system overall.
- F. At the end of the thirty (30) day public notice period, the PRCS Director shall submit the proposed names as well as a summary of the comments and recommendations received to the Recreation and Parks Commission for its review.
- G. The Recreation and Parks Commission shall review the list on file in the office of the Director of PRCS for consideration at a regularly scheduled or special meeting of the Commission.
- H. The City of Reno Recreation and Parks Commission shall forward its recommendation, along with all other names submitted, and justification for such recommendation to the City Manager and Council for confirmation.
- I. The Reno City Manager and Council shall forward the final Council decision or its recommendation to the PRCS Director for implementation or denial. The PRCS Director shall inform the Commission of the final Council decision.
- J. The process shall abide by all City of Reno Municipal Codes and Ordinances related to Public Display Advertisement and Billboard regulations

Note: Longevity in government service does not guarantee the naming of a park, park facility or amenity after an individual.

#### **IV. Park Renaming**

- A. The renaming of parks and facilities is strongly discouraged. Parks named by deed restriction cannot be considered for renaming.
- B. In order for a park or facility to be considered for renaming the following must occur:
  - 1. The recommended name must qualify according to Section II of this policy, and;
  - 2. be accompanied by a petition from the particular park or facility users, or recommended by staff, and;
  - 3. that the sponsoring party enter into a written agreement with the PRCS Director to incur all costs associated with renaming including signage, brochures, publications and administrative fees.
- C. If all of the above conditions are met, public notice of the proposed rename change will be published in the City's official newspaper. The PRCS Director will also notify, in writing, the Neighborhood Advisory Board (NAB) which represents the neighborhood of the proposed rename for a park, facility, etc. Citizen comments and recommendations must be in writing to the PRCS Director and be postmarked within the thirty (30) day public notice period.
- D. At the end of the thirty (30) day public notice period, the PRCS Director shall submit a summary of the comments and recommendations received to the Recreation and Parks Commission for its review.
- E. If approved by the Recreation and Parks Commission, the final recommendation shall be submitted to the City Council for its review and approval.

#### **V. Other Naming Alternatives**

- A. Parks that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to approval by the City Council with the endorsement of the Recreation and Parks Commission.
- B. Facilities within parks, i.e., playgrounds, picnic shelters, etc. may be considered as an alternative to the park naming, subject to approval by the City Council with the endorsement of the Recreation and Parks Commission.

**City of Reno**  
**PARK NAME REQUEST APPLICATION**

Date: \_\_\_\_\_

Sponsoring Person or Group: \_\_\_\_\_

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

City/State: \_\_\_\_\_

Telephone: \_\_\_\_\_ (home) \_\_\_\_\_ (work)

Park location (and/or area within park): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Suggested Park, Recreational Facility or Amenity Name: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Supportive information for suggested name: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Which name classification is being chosen (Geographical, Donor, Names of People)

\_\_\_\_\_

Agenda date for Recreation & Parks Commission: \_\_\_\_\_

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## Rosewood name history

1 message

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**Heidi Anderson** <[heidi@tmparksfoundation.org](mailto:heidi@tmparksfoundation.org)>  
To: [schroederj@reno.gov](mailto:schroederj@reno.gov)

Tue, Jun 15, 2021 at 7:12 PM

The story goes that the developer, Dermody Properties, partnered with Taylor Woodrow out of Great Britain. When the 84-year old chairman of the board, Lord Frank Taylor visited the site, he was inspired by plans for tree-lined streets of homes with views of Mt. Rose and suggested the name Rosewood. The City Council agreed and officially named the course Rosewood Lakes Municipal Golf Course.

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**TRUCKEE MEADOWS  
PARKS FOUNDATION**  
AWARENESS • APPRECIATION • STEWARDSHIP

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