



**AGENDA**  
**PARKS & RECREATION ADVISORY BOARD**  
**CITY OF PORT ORANGE**

**Meeting Date:** Tuesday, August 6, 2019  
**Type of Meeting:** Special

**Time:** 6:15 PM  
**Location:** Dorothy L. Hukill City Center Annex  
Conference Room  
1395 Dunlawton Avenue  
Port Orange

**A. CALL TO ORDER**

1. Roll Call

**B. DISCUSSION/ACTION**

2. Naming the Boat Ramp under the bridge at Causeway Park the "Frank Scofield Memorial Boat Ramp"

**C. ADJOURNMENT**

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE **PARKS & RECREATION ADVISORY BOARD** WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED. NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, [CITYCLERK@PORT-ORANGE.ORG](mailto:CITYCLERK@PORT-ORANGE.ORG), AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771. UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

Francis E. Scofield  
Memorial Boat Ramp  
04/12/1961 - 06/02/2019

A devoted family man, a loyal friend and an avid boater. Frank was a U.S. Navy veteran who also served his community as a Port Orange Police Officer and Volusia County Sheriff's Deputy.

RESOLUTION NO. 16-57

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, ADOPTING THE CITY'S PARK NAMING POLICY; SUPERSEDING PRIOR RESOLUTIONS; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA:

Section 1. The City of Port Orange Park Naming Policy, attached hereto as Exhibit "A", is hereby adopted by City Council.

Section 2. Nothing in this Resolution or Exhibit "A" shall be interpreted or construed to abrogate or conflict with any specific provision of the Florida Statutes and Section 166, as amended and construed by the Courts.

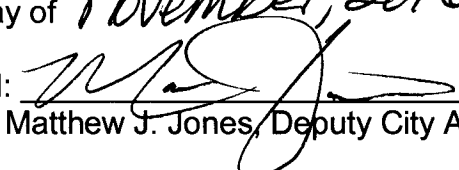
Section 3. All resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed to the extent of such conflict.

Section 4. This resolution shall become effective upon adoption.

  
\_\_\_\_\_  
MAYOR ALLEN GREEN

ATTEST  
  
\_\_\_\_\_  
Robin L. Fenwick, CMC, City Clerk

Adopted on the 1st day of November, 2010.

Reviewed and Approved:   
\_\_\_\_\_  
Matthew J. Jones, Deputy City Attorney

# Exhibit "A"

## **City of Port Orange Park Naming Policy**

### **I. Introduction**

The naming or renaming of athletic and recreation facilities is a complex and sometimes emotionally evocative process since assigning a name is a powerful identity for a public place or facility. The naming and renaming of athletic and recreation facilities often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive and constant name changing can be the source of confusion to the public.

### **II. Purpose**

The purpose of this policy is to establish criteria and a uniform procedure for the naming and renaming of athletic and recreation facilities throughout the City of Port Orange.

### **III. Authorization**

The City Council shall have the authority for the naming of all athletic and recreation facilities and for determining what constitutes a substantial or major contribution for the purposes of facility naming. The Parks and Recreation Advisory Board shall provide recommendations on naming requests for City Council consideration.

### **IV. Definitions**

*Major Donation or Contribution* means a significant donation of time and commitment to the City of Port Orange Parks and Recreation Department, or a donation of significant value to the City of Port Orange, Port Orange Parks and Recreation Department or Parks and Recreation Foundation.

*Athletic facility* means a field, court or gymnasium owned and operated by the city, including but not limited to the field/court of play, sidelines and bleachers, where sporting events, practices and games are routinely held.

*Recreation facility* means a building, park or amphitheater owned and operated by the city and primarily used for recreational activities, community gatherings and special events.

## **V. Qualifying Name**

It is the policy of the City of Port Orange to reserve the naming or renaming of athletic and recreation facilities for circumstances that will best serve the interests of the city and ensure a worthy and enduring legacy for the city's parks and recreation system.

To this end, the City of Port Orange supports consideration of naming requests within the following broad categories:

- Nearby Geographic Locations
- Historic Events, People and Places
- Outstanding Individuals
- Adjoining Subdivisions
- Major Donations or Contributions

## **VI. Guidelines for Naming Parks and Recreation Facilities**

The following general guidelines will be used when naming an athletic or recreation facility.

1. A permanent name shall be assigned as soon as possible.
2. Duplication of other places or facility names in the City shall not be considered.
3. An existing name of an athletic or recreation facility, particularly one of local or national importance or outstanding feature, shall not be changed unless there are extraordinary circumstances of local or national interest.
4. Prominent geographic features or local reference points (i.e., notable geographic feature, street, community or neighborhood) shall be considered.
5. Naming an athletic or recreation facility in honor of a person shall only be considered if one or more of the following criteria has been met:
  - a. The individual is of national significance.
  - b. The individual contributed significantly to the acquisition or development of the park, the facility or to the overall parks system. The suggested name must be accompanied by a biographical sketch which shall provide evidence of contributions to the park, facility, or parks system overall.

- c. The individual made a major donation or contribution to the City of Port Orange or to the Department of Parks and Recreation.
- 6. Naming of athletic or recreation facility for corporate entity.
  - a. The name used shall be the shortest name possible to identify the entity (i.e. "Walmart" instead of "Walmart Stores Southeast, LLC")
  - b. Corporate logos, insignias, or marketing text shall not be used in the naming text.
  - c. The naming rights shall be limited to not longer than the life of the corporate entity.
  - d. The following criteria must be met in order to be eligible for naming:
    - i. Does not discriminate against any person, employee, member, or volunteer on the basis of race, color, creed, religion, gender, sexual preference, age, marital status, ancestry, national origin, or physical or mental disability;
    - ii. Does not have connotations that by contemporary community standards are derogatory or offensive;
    - iii. Does not promote environmental, work, or other practices that, if they took place in the city, would violate federal, state or local law;
    - iv. Does not promote illegal drugs, alcohol or tobacco;
    - v. Does not constitute violations of law;
    - vi. Does not participate in unethical business practices as determined by a court of law; and
    - vii. Does not exploit participants or staff members of the city.

## **VII. Naming Procedure**

- 1. Recommendations for a park or facility name shall be submitted to the Director of Parks and Recreation and first be heard by the Port Orange Parks and Recreation Advisory Board. Following the Board's review and recommendations, the item will be scheduled for consideration by the City Council.
- 2. After the Port Orange City Council selects a park or facility name, a thirty (30) day comment period on the proposed name will begin. Written citizen comments and recommendations for thirty (30) day public-notice period will be accepted by the Director of Parks and Recreation and items mailed to the City Manager for inclusion in the Council Agenda Packet.

3. After the thirty (30) day comment period, a resolution establishing the name of the park or facility will be scheduled for the Port Orange City Council's consideration.

### **VIII. Renaming**

The renaming of athletic and recreation facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.

Only those facilities named for a location or subdivision shall be considered for renaming. Parks named by deed restriction shall not be considered for renaming.

Athletic and recreation facilities named after individuals shall not be changed unless it is found that the individual's personal character is or was such that the continuing use of the name for a park or facility would not be in the best interest of the community.

In order for an athletic or recreation facility to be considered for renaming, the recommended name must qualify according to this policy, and be accompanied by a renaming recommendation from the Parks and Recreation Advisory Board.

### **IX. Other Naming Alternatives**

Parks and facilities that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to the guidelines set forth in this policy and approved by the City Council. A facility within a park, i.e., playground, picnic shelter, etc., can be named separately from the park or facility location subject to guidelines set forth in this policy.

### **X. Final Naming Approval**

All naming or renaming action shall require approval of the City Council.