



Eugene City Council

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EUGENE CITY COUNCIL AMENDED AGENDA

April 11, 2018

12:00 p.m. CITY COUNCIL WORK SESSION
Harris Hall, 125 East 8th Avenue
Eugene, Oregon 97401

Meeting of April 11, 2018;
Her Honor Mayor Lucy Vinis Presiding

Councilors

Mike Clark, President
Greg Evans
Emily Semple
Jennifer Yeh

Betty Taylor, Vice President
Chris Pryor
Claire Syrett
Alan Zelenka

12:00 p.m. CITY COUNCIL WORK SESSION
Harris Hall, 125 East 8th Avenue

- 1. WORK SESSION: Downtown Dog Licensing**
- 2. WORK SESSION: Wildlife Feeding**
- 3. WORK SESSION: Exception to Naming Policy Requirement**

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

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EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Work Session: Wildlife Feeding

Meeting Date: April 11, 2018
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 1
Staff Contact: Rachelle Nicholas
Contact Telephone Number: 541-682-5495

ISSUE STATEMENT

City Council requested this work session to address issues with wildlife feeding in our community. It will provide an opportunity for council to discuss and provide direction on ordinance language.

BACKGROUND

The City of Eugene over the last few years has seen a rise in the number of rat-related complaints in neighborhoods and homes. Based on field experience, there is at least some link between the increase in rats and the growing popularity of urban agriculture, composting and gardening, which create an opportune food source for rats. At the February 28, 2018, work session, City staff discussed the educational outreach and code compliance work in response to the concerns.

In addition to concerns related to an increase in rats, there is a growing community concern regarding the number of wild turkeys in neighborhoods. During the February work session, City staff and Christopher Yee, District Biologist with Oregon Department of Fish and Wildlife, provided information on what other communities may be doing to address this concern.

Based on this information, City Council directed the City Manager to bring back an ordinance that prohibits feeding wildlife if the feeding causes damage to neighboring property or attracts rats.

Staff researched 32 cities in Oregon and found none of the cities have code provisions prohibiting wildlife feeding that causes property damage to a neighborhood. Of the 32 cities, 10 had code provisions regulating wildlife feeding. Included in Attachment A for Council review and further discussion are examples of wildlife feeding code from three other Oregon cities.

RELATED CITY POLICIES

Eugene Code Chapter 6.015: Rodent Control - Conditions Attracting Rats Prohibited
(see attachment B)

COUNCIL OPTIONS

1. Direct the City Manager to schedule a public hearing on an ordinance prohibiting wildlife feeding.
2. Take no action at this time.

CITY MANAGER'S RECOMMENDATION

Direct the City Manager to schedule a public hearing on an ordinance prohibiting wildlife feeding consistent with the City of Medford's code.

SUGGESTED MOTION

Move to direct the City Manager to schedule a public hearing on an ordinance prohibiting wildlife feeding consistent with the City of Medford's code.

ATTACHMENTS

- A. Examples of code language addressing the feeding of wildlife: Corvallis, Medford and Philomath
- B. Eugene Code Chapter 6.015: Rodent Control - Conditions Attracting Rats Prohibited

FOR MORE INFORMATION

Staff Contact: Rachelle Nicholas
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Staff E-Mail: Rachelle.d.nicholas@ci.eugene.or.us

ATTACHMENT A

Examples of code language addressing the feeding of wildlife in other Oregon Cities:

- **Corvallis**
- **Medford**
- **Philomath**

5.03.050.040.11 - Wild Turkeys.

- 1) No person shall intentionally, knowingly, recklessly or with criminal negligence, place or allow to be placed in any manner food or other attractants attracting or feeding wild turkeys.

- 2) A violation of this Section is a Class A infraction.

(Ord. 2010-21 § 1, 10/18/2010; Ord. 2009-11 § 1, 07/20/2009; Ord. 93-05 § 1, 1993; Ord. 92-05 § 1, 1992; Ord. 91-04 §§ 1—3, 1991; Ord. 82-77 § 104.04, 1982)

ATTACHMENT A - MEDFORD

25, 2002; and amended by Ordinance No. 20353, enacted November 28, 2005, effective January 1, 2006; amended by Ordinance No. 20507, enacted February 20, 2013, effective March 25, 2013.)

Medford:

5.606 Intent and Purposes of Section 5.606 to 5.609

The City Council of the City of Medford recognizes that the feeding of wildlife creates an unnecessary risk of injury to persons and companion animals, as well as damage to landscaping, fences, and dwellings. The City Council finds and declares that the health, safety, and welfare of its citizens are promoted by prohibiting the feeding of deer, raccoon, wild turkey, and potentially habituated wildlife within the City of Medford.

[Added Sec. 1, Ord. No. 2016-85, July 21, 2016.]

5.607 Definitions

- (1) "Feed" means the placing, depositing, distributing, storing or scattering of food, garbage or any other attractant so as to constitute a lure, attraction, or enticement for wildlife.
- (2) "Potentially habituated wildlife" means bear, cougar, coyote, and wolf.
- (3) "Wildlife" means deer, raccoon, wild turkey, and potentially habituated wildlife.

[Added Sec. 2, Ord. No. 2016-85, July 21, 2016.]

5.608 Prohibition Against Feeding Wildlife

- (1) No person may feed wildlife within the City of Medford.
- (2) Violation of this section constitutes a violation. Every day in which the violation exists constitutes a separate violation.

[Adding Sec. 3, Ord. No. 2016-85, July 21, 2016.]

5.609 Public Nuisance- Remedy

Violation of section 5.608 is declared to be a public nuisance, and may be abated in the manner provided for in section 5.520.

[Added Sec. 4, Ord. No. 2016-85, July 21, 2016.]

6.10.120 Trapping within the city.

A. The city manager is hereby authorized to issue permits to licensed trappers to rid the city of animals when such animals constitute a hazard or substantial inconvenience to any resident of the city or cause or threaten to cause substantial damage to property.

B. Domestic animals may be trapped using noninjurious methods in those cases where such animals are found off the premises of the keeper or the identity of the keeper is indeterminable. [Ord. 574 § 12, 1989.]

6.10.130 Penalty.

A. Any person violating any provision of this chapter which has no specific penalty clause shall, upon conviction, be deemed guilty of a violation and punished by a fine of not less than \$20.00 nor more than \$250.00.

B. Any person convicted of a violation of PMC 6.10.080 and 6.10.090 shall be punished as set forth in subsection (A) of this section and in addition thereto, at the discretion of the court, may be allowed up to 15 days to abate such an offense. Any such offense contained after 15 days shall be considered a separate violation.

C. In addition to the penalties set forth in this chapter, the keeper of any animal impounded while in violation of any section of this chapter may be required to pay impoundment fees to the city or the Humane Society, dependent upon the storage location of the animal. [Ord. 574 § 13, 1989.]

Chapter 6.11**WILDLIFE CONTROL****Sections:**

- 6.11.010 Short title.
- 6.11.020 Definitions.
- 6.11.030 Feeding of wildlife prohibited.
- 6.11.040 Abatement.
- 6.11.050 Penalties.
- 6.11.060 Severability.

6.11.010 Short title.

This chapter may be cited as the "Philomath wildlife control ordinance." [Ord. 751 § 1, 2008.]

6.11.020 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

"City" means the city of Philomath.

"Songbird" means any of a large number of bird species in which the vocal organ is developed in such a way as to provide various sound notes commonly known as bird song.

"Waterfowl" means any bird that frequents the water or lives around rivers, lakes, etc., including, but not limited to, ducks, geese, swans, and herons.

"Wildlife" shall include any animal which is not normally domesticated including, but not limited to, bears, coyotes, deer, feral cats, foxes, ground-hogs, opossums, raccoons, skunks, turkeys, and waterfowl. [Ord. 751 § 1, 2008.]

6.11.030 Feeding of wildlife prohibited.

Feeding of wildlife within the city limits of Philomath is declared a public nuisance and is prohibited at all times. Feeding of wildlife includes any manner by which a person allows food or other attractants to be placed on their property with the intent of attracting and/or feeding wildlife. Nothing contained in this chapter shall prohibit the feeding of songbirds; provided, that bird seed shall be contained in receptacles which are reasonably designed to avoid access by wildlife. [Ord. 751 § 1, 2008.]

6.11.040 Abatement.

In the event that any part of the city is experiencing the presence of wildlife populations that threaten the health and welfare or endanger the

property of Philomath citizens, the city shall take those steps authorized by the appropriate regulatory agency to disperse or otherwise control the offending wildlife. Should the city manager determine that feeders for songbirds are attracting wildlife, the city shall require that those persons remove feeders until such time that the wildlife disperse. Failure to remove feeders within 24 hours from notification shall constitute a separate violation of this chapter. [Ord. 751 § 1, 2008.]

6.11.050 Penalties.

Any person violating any provision of this chapter shall be liable to a fine not less than \$50.00 or more than \$250.00 for each offense. A separate offense shall be deemed committed on each day or part of each day during which a violation occurs or continues. [Ord. 751 § 1, 2008.]

6.11.060 Severability.

Every section of this chapter or subsection or separate part thereof shall be considered a separate provision to the intent that if any portion shall be declared unconstitutional, it shall not affect the remaining parts of this chapter. [Ord. 751 § 1, 2008.]

ATTACHMENT B

Eugene Code Chapter 6.015: Rodent Control - Conditions Attracting Rats Prohibited.

- (1) No owner or person in charge of property shall allow conditions to exist thereon or therein, which attract or are likely to attract, feed or harbor rats or mice. The conditions prohibited by this section are nuisances subject to abatement as provided in this code.
- (2) All portions of every building or other structure, other than residences, in which handling, storing or keeping any substance on which rats and mice can feed shall be rodent-proof.
- (3) All food for chickens, horses, mules, cows, goats, pigs or other domestic animals shall be kept and stored either in a building, structure, part thereof, or container that is rodent-proof.
- (4) All garbage or refuse consisting of waste material upon which rats or mice may feed shall be placed in covered rodent-proof containers of a type prescribed by the city manager or the manager's designee, until collected by garbage haulers.
- (5) All premises improved or unimproved, and all open lots, streets, sidewalks, alleys and other areas in the city shall be kept clean and free from all rubbish, as well as from loose material that might serve as a harbor for rats and mice. All lumber, boxes, barrels, loose iron and material that might harbor rats shall be placed upon supports in such manner as to provide no refuge for rats and mice.
- (6) All improvements, repairs, construction and maintenance of a building or structure, or any equipment or fixtures therein shall comply with this section.
- (7) The city manager or the manager's designee is hereby authorized and empowered to make inspection of the exterior, interior and underneath any building or structure or premises in the city. It shall be unlawful for an owner or person in charge of property to fail to permit such inspection when requested to do so in accordance with law

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Work Session: Exception to Naming Policy Requirement

Meeting Date: April 11, 2018

Department: Public Works and Central Services

www.eugene-or.gov

Agenda Item Number: 2

Staff Contacts: Carolyn Burke 541-682-4914

Jennifer Lleras VanDerHaeghen 541-682-5619

ISSUE STATEMENT

This work session was requested by Councilor Evans as an opportunity for the council to consider making exceptions to the Eugene Naming Policy and begin a process to consider the following two proposals:

- the renaming of Westmoreland Community Center to Dr. Edwin L. Coleman, Sr. Community Center in honor of Dr. Edwin Coleman
- the naming of the unnamed park located near the corner of Royal Avenue and Elizabeth Street as Andrea Ortiz Park in honor of Andrea Ortiz

BACKGROUND

On September 27, 2010, the Eugene City Council adopted the City of Eugene Naming Policy (Attachment A), to guide the naming of City-owned facilities in a fair, objective and consistent manner, and to aid in the selection of names that are suitable to the property or facility, respectful of the history of the site or area, useful to the public in locating the facility, and reflect prevailing or emerging community culture.

The Eugene Naming Policy contains the following guidance for considering an individual's name for a new or existing city facility:

- The City Council may consider honoring individuals whose achievements represent a lasting legacy to the mission of the City of Eugene and the community it serves.
- The City Council may consider naming a facility after an individual who has been deceased for a minimum of one year as of the date of the submission of the proposed name.
- All naming proposals for major City-owned facilities will be subject to a public comment process during which objections to the proposal may be raised.

The two naming proposals fall under different criteria within Eugene's Naming Policy because one is to rename an existing facility and one is to name a new park. The specific criteria that apply to each proposal is explained below.

Request to rename Westmoreland Community Center to Dr. Edwin L. Coleman, Sr. Community Center

The adopted City Naming Policy states that—in most cases—renaming an existing facility will occur only when a facility has a generic name or in recognition of and response to evolving political/ social perspectives and sensitivities. City staff have looked into the original naming of Westmoreland Community Center and Park and do not have conclusive evidence that the name is in reference to an individual or a more generic reference. Therefore, an exception to the naming policy is required to initiate consideration of this naming proposal. The resolution in Attachment B would initiate this process and the required public hearing in consideration of this naming proposal.

Request to name a new park site at the corner of Royal Avenue and Elizabeth as Andrea Ortiz Park

The Naming Policy for Park Lands and Features requires that an individual be deceased for one year prior to consideration for naming. As this is not the case for Andrea Ortiz, having died on January 16, 2017, an exception would need to be granted by the City Council. The resolution in Attachment C would initiate this process and the required public hearing in consideration of this naming proposal.

Next Steps

If Council decides to grant the exceptions in consideration of these naming proposals, a public hearing will be scheduled. Following the public comment period and public hearing, the proposals will be scheduled for council action.

RELATED CITY POLICIES

City of Eugene Naming Policy, adopted September 27, 2010

COUNCIL OPTIONS

- A. Adopt the resolutions in Attachments B and C to initiate the naming processes for both of the naming proposals.
- B. Adopt one of the two resolutions.
- C. Request modifications to one or both of the resolutions.
- D. Take no action.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends Option A, to adopt the resolutions in Attachments B and C, initiating the naming processes for both proposals.

SUGGESTED MOTIONS

1. Move to adopt the resolution initiating the possible renaming of Westmoreland Community Center to Dr. Edwin L. Coleman, Sr. Community Center in honor of Dr. Edwin Coleman

2. Move to adopt the resolution initiating the possible naming of the unnamed park located near the corner of Royal Avenue and Elizabeth Street the Andrea Ortiz Park in honor of Andrea Ortiz

ATTACHMENTS

- A. City of Eugene Naming Policy, September 27, 2010
- B. Resolution initiating the possible renaming of Westmoreland Community Center to Dr. Edwin L. Coleman, Sr. Community Center in honor of Dr. Edwin L. Coleman
- C. Resolution initiating the possible naming of the unnamed park located near the corner of Royal Ave. and Elizabeth St. the Andrea Ortiz Park in honor of Andrea Ortiz

FOR MORE INFORMATION

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Staff Contact: Jennifer Lleras VanDerHaeghen, Human Rights and Neighborhood Involvement Manager
Telephone: 541-682-5619
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City of Eugene Naming Policy

Adopted September 27, 2010

OBJECTIVE

The intent of the City of Eugene naming policy is to guide the naming of City-owned facilities in a fair, objective and consistent manner, and aid in the selection of names that are suitable to the property or facility, respectful of the history of the site or area, useful to the public in locating the facility and reflect prevailing or emerging community culture. For the purposes of this policy, “facility” shall be used to mean any building, park, street, natural area, bridge, or other City- owned structure.

GENERAL

The establishment of formal legal names of permanent real property owned by the City of Eugene requires administrative action. Only the Eugene City Council retains the authority to establish formal legal names for City-owned facilities.

It will be the general policy of the City of Eugene when naming facilities to incorporate a geographic, natural, historic, or geological feature as part of the name to assist the public in recognizing the location. The use of geographic areas or neighborhood locations for naming promotes community identification, thus creating a sense of ownership by citizens.

As an alternative, the council may consider honoring individuals whose achievements represent a lasting legacy to the mission of the City of Eugene and the community it serves, or donors making significant financial contributions to the construction of or ongoing operation of the facility by incorporating that individual’s name in the name of the facility. Whenever practicable, the individual’s name will be incorporated into the existing geographic name. In the event that an individual’s name is considered, the City Council will take great care to ensure that the individual is of such character and integrity that the name will endure as an honor in the present and into the future. At no time will a facility be named after a business.

It is the policy of the City Council not to rename existing facilities which have been dedicated in honor of an individual, unless such individual no longer represents a lasting legacy to the mission of the City of Eugene or the community it serves.

All naming proposals for major City-owned facilities will be subject to a public comment process during which objections to the proposal may be raised. The council may choose to empower an appropriate existing committee or create an ad-hoc naming committee, appointed by the Mayor, to ensure the integrity and completeness of the naming process. In general, members of an ad hoc Naming Committee will possess a public service background and have a working knowledge of state and local history.

Existing naming policies shall remain in effect unless the application of the following procedures is warranted. Factors used in determining which policy shall be applied may include size and scope of the facility, level of public interest, and significant historical event.

CRITERIA FOR CONSIDERING INDIVIDUAL'S NAME FOR BOTH NEW AND EXISTING CITY FACILITIES

The City Council may consider naming a facility after an individual who has been deceased for a minimum of one year as of the date of the submission of the proposed name and who meets at least one of the following criteria:

- Regional or local leader with strong, identifiable ties to the community or, specifically, to the facility being named.
- City resident who has distinguished himself/herself in public service as an elected or appointed official or volunteer with strong, identifiable ties to the City organization.
- Individual nominated for dedication of a specific facility by a donor who gives:
 - ✓ At least 50 percent of the total cost of the facility donated at the time of construction;
 - ✓ At least 50 percent of the total cost of major renovation or upgrade donated at the time of renovation or upgrade; or
 - ✓ The land comprising the building site or the cost of the land donated at the time of purchase.
- Individual nominated for dedication of a space/room in the facility by a donor who makes a significant financial contribution to the facility.

I. PROCEDURE FOR SELECTING NAMES FOR NEW FACILITIES

The following procedures shall be used in selecting names for new City-owned facilities.

A. City-Owned Facilities

1. Staff will notify the council about a naming opportunity at least 12 months prior to the scheduled opening of a new facility or at the earliest opportunity. The council may choose to designate an appropriate committee or convene an ad hoc naming committee to recommend a geographic name for that facility and to identify and analyze any real costs associated with the proposal. The proposed name will be based on the location served by the facility or its history.

- a) Individual or groups who wish to submit a recommendation to the City Council will provide the following information in writing (*see Attachment D*):
 - ✓ Description of facility to be named
 - ✓ Proposed name
 - ✓ Description of how the naming proposal meets the criteria contained within this policy

If the proposed name recognizes a living or deceased person, the proposal must also contain the following:

- ✓ Compelling evidence of the extraordinary contribution of the individual to the community
 - ✓ Biographical information, including date of the death, if applicable
 - ✓ Explanation of how naming facility would improve community awareness and historical perspective
2. A name for the new facility will be proposed to the City Council at a regular council meeting. This meeting will initiate a public comment period, the purpose of which is to ensure that the proposed geographic name and/or any individual names proposed by stakeholders or citizens are accepted by the community.

3. During the public comment period, staff will notify the public of the proposed name through press releases, public service announcements, the City's website, or other effective means of communication. Any notification will contain the following information:
 - (a) A description of the facility to be named, its location, and its proposed name
 - (b) The deadline for submitting comments (either in writing or in person)
 - (c) The address to which citizens may send their comments
 - (d) The dates, times, and locations of the council meetings to be held during the public comment period, at which citizens may comment on the proposed name.
4. If public response suggests the need for an alternate name, the Naming Committee will consider other names and make an appropriate recommendation to the council. The recommendation will include the rationale for the committee's choice.
5. The council will hear the final recommendation and, unless further deliberation is needed, will vote on the recommendation at a regular council meeting.

B. Streets

The process for naming streets is prescribed in planning laws and regulations (*see Attachment A.*)

C. Library Amenities

The criteria for the naming of features and amenities at the Eugene Public Library were set by a council-appointed committee, and are maintained by a three-member City of Eugene/Eugene Public Library Foundation (EPLF) committee and coordinated by the EPLF (*see Attachment B.*)

D. Parks and Open Spaces

The Parks and Open Space Division oversees the naming of park lands and features within the Eugene parks and open space system, with the exception of large buildings such as community centers and aquatic facilities. To ensure fair and consistent application of naming, all park lands and features requiring naming, or for which formal naming is requested, are evaluated and processed in accordance with established guidelines (*see Attachment C.*)

II. PROCEDURE FOR SELECTING NAMES OF INDIVIDUALS FOR EXISTING FACILITIES AND SPACES

In most cases, renaming an existing facility will occur only when a facility has a generic name or in recognition of and response to evolving political/social perspectives and sensitivities.

At any time, citizens or other stakeholders may suggest names for an existing facility or for spaces in and around City-owned facilities to the City Council in writing; however, the council will not rename facilities or existing facility spaces which have been previously dedicated in honor of an individual, unless such individual no longer represents a lasting legacy to the mission of the City of Eugene or the community it serves.

A. Renaming City-Owned Facilities

1. When submitting a proposal to rename an existing facility, the person(s) requesting the change will provide the following information (*see Attachment D.*):
 - ✓ Description of feature to be renamed
 - ✓ Proposed name
 - ✓ Concise description of reason(s) for the name change
 - ✓ Description of how the renaming request meets the criteria contained within this policy

If the proposed name recognizes a living or deceased person, the proposal must also contain the following:

- ✓ Compelling evidence of the extraordinary contribution of the individual to the community
 - ✓ Biographical information, including date of the death, if applicable
 - ✓ Explanation of how renaming a park or feature would improve community awareness and historical perspective
2. The City Council may refer a suggested name(s) to an appropriate existing committee or ad hoc Naming Committee. The Naming Committee will meet to review any suggestions and will make a recommendation to the council. During its review, the committee will identify and analyze potential consequences and any financial implications associated with the proposed name.
 3. When a name is suggested for an existing facility, the council will initiate a public comment period and will notify the public of the proposed name through press releases, public service announcements, the City's website, or other effective means of communication. Any notification will contain:
 - ✓ A description of the facility to be named, its location, and its proposed name
 - ✓ The deadline for submitting comments (either in writing or in person)
 - ✓ The address to which citizens may send their comments
 - ✓ The dates and times of at least one public forum to be held during the public comment period at which citizens may comment on the proposed name
 4. If multiple suggestions are made for the same facility or space, the Naming Committee will select one name to recommend for approval, but may recommend the other suggested names for other spaces in the facility.
 5. The council will hear the Naming Committee's recommendation and, unless further deliberation is needed, will vote on the recommended name at a regular council meeting.
 6. If additional deliberation is needed, the vote will be postponed until a subsequent council meeting. The Naming Committee will clarify its recommendation before that council meeting.

B. Renaming Streets

The process for renaming streets is currently set forth in Eugene Code sections 9.8475 – 9.8490. Applications for street name changes are submitted to the Eugene Planning Division and vetted by the Planning Commission (see Attachment A).

III. STAFF-INITIATED REQUESTS

Naming/renaming of public meeting rooms and subsections of City facilities will be made by the City Manager or his designee, but may come to the City Council for approval at a regular council meeting, or, in situations of lower public interest, via council memo at least four weeks prior to formalization of the proposed name.

ENDORISING PROPOSALS FROM OTHER JURISDICTIONS

In the event the Mayor and City Council are asked to endorse a proposal for naming or renaming a facility not under the City's jurisdictional authority, the following information shall be required:

- ✓ Written letter or statement of request
- ✓ Description of public process for vetting the proposed name
- ✓ Impact analysis, including financial implications, community impact, potential negative impacts, associated with the naming or renaming.

A minimum of six councilors voting in the affirmative is required for the City Council to officially endorse a naming proposal. In the event this threshold cannot be met, a formal notice will be sent to the requesting agency stating that the City Council has no position on the request.

COUNCIL-INITIATED PROPOSALS TO OTHER JURISDICTIONS

Individuals, advisory groups, organizations, individual councilors, or the council as a body may wish to recommend a name for a facility not under the City of Eugene's jurisdiction. In these cases, the following procedure will be used to develop a formal recommendation:

1. Individual or group submits recommendation in writing to City Council via letter or nomination form.
2. Recommendation is placed on Consent Calendar for initiation of public comment period.
3. Notification about the public comment period will occur on the City's website or by other effective means of communication and will consist of:
 - ✓ A description of the facility to be named, its location, and its proposed name
 - ✓ The deadline for submitting comments (either in writing or in person)
 - ✓ The address to which citizens may send their comments
 - ✓ The dates and times of at least one public forum to be held during the public comment period at which citizens may comment on the proposed name
5. Staff identifies any potential impacts associated with the proposal, including financial implications.
6. Following the public comment period, the proposal is scheduled for action by the City Council.
7. Official letter of recommendation is prepared and sent to governing agency.

ATTACHMENTS

- A. Street Naming Policy (including relevant code provisions)
- B. Library Naming Policy
- C. Parks and Open Space Naming Policy
- D. Application for Naming/Renaming Facilities

Suggested Road Naming Guidelines Lane County, Oregon

Recently, many new road names became problematic for address and road name users. Developers have proposed road names that are identical or too similar to existing road names in Lane County. There have also been problems with road names containing road types, alpha/numeric, etc. This results in difficulties for many public agencies, private companies, the U.S. Postal Service, E9-1-1, residents, and the public at large.

Lane Council of Governments (LCOG) facilitated a meeting with local governments and the U.S. Postal Service to create guidelines to accommodate the needs of Planners, Addressing, Public Safety, and U.S. Postal Service staff when reviewing new road names and proposed road name changes. The guidelines apply to both public and private road names.

Generally, each jurisdiction involved in reviewing subdivision plats and proposed road name changes already has an existing review process. In addition to these existing review processes, it was concluded that it would be beneficial to have the U.S. Postal Service, E9-1-1, and LCOG review proposed road names. In an effort to reduce the amount of paper involved with this additional step, correspondence will be sent via e-mail. An e-mail group list has been created and can be found on the RIS network as *LCOG Roadnames. Another benefit of the group list is that it may help prohibit identical or too similar road names from being approved by two different entities simultaneously. Those who send proposed road names to the e-mail group list should give reply deadlines. Recipients should reply that the proposed road name is acceptable or unacceptable before the deadline.

Guidelines:

These guidelines do not conflict with any existing regulations within Lane County. Road names can be checked by using www.rlid.org. This site contains all road names within Lane County where building permits have been issued.

Do not accept:

- Road names without a valid road type;*
- Road names with post-directionals (ex: Woodlake Way South);
- Road names with pre-directionals contained within the *road name* field (instead of in the pre-direction field). Pre-directionals that are attached to another word in the road name (no space between words) are acceptable (ex: South Ridge Dr is not acceptable, Southridge Dr acceptable);
- Road names with punctuation (ex: St. Ives Pl, Be-ell Pl, or Hooton's Corners Rd);
- Road names with potentially confusing foreign names (ex: Soufreiere Ct);
- Road names that are alpha/numeric (ex: Bonners Lane 1);
- Road names that sound like existing road names (ex: Cortland/Portland);
- Road names that contain more than 20 characters (ex: Goodpasture Lakes Loop Rd);
- Road names that contain a road type within the road name (ex: Woodway Pl);*
- Road names that contain a sound-alike of a road type within the road name (ex: Brenelain Ave);*

Do not accept (cont'd)

- Road names that are identical to an existing mailing or incorporated city;
- Road names that are in general confusing, or have unusual spellings (ex: Acres on Taylor Ave or Hodsdonsdale Ln);
- Road names that contain abbreviated MT (mount/mountain) or ST (saint) without another word following (ex: Shasta MT Rd not acceptable, MT Shasta Rd is acceptable). There will be no punctuation but it must contain a valid road type;
- Road names with TRL as a road type. "Trail" in the road name is acceptable with a valid road type (ex: Deer TRL not acceptable, Deer Trail Rd is acceptable).

Proposed road names that already exist in Lane County will be reviewed on a case-by-case basis. Because the Master Street Address Guide (MSAG) is maintained at a county-wide level, it would be less confusing to avoid duplication of road names in Lane County.

Additional guidelines:

Naming cul-de-sacs:

- A new road name is preferable
- For short cul-de-sacs which can be addressed between the lowest and highest addresses of the "root" road where it connects with the cul-de-sac, it is acceptable to use the same road name *and* type as the root road. Do not use a different road type. (ex: a cul-de-sac off of Teralee Ln should be named either Teralee Ln or an entirely different road name)

If you have any questions regarding these guidelines, please contact Carolyn Housdorf at (541) 682-6437 or chousdorf@lcoq.org.

*Valid road types are: Aly, Ave, Blvd, Cir, Ct, Dr, Hall, Hwy, Ln, Lp, Pike, Pkwy, Pl, Rd, St, Ter, and Way.

Relevant Code Sections

Standards for Streets, Alleys, and Other Public Ways

- 9.6855** **Street Names.** Wherever practical, streets that are in alignment with existing named streets shall bear the names of such existing streets. Names for streets that are not in alignment with existing streets are subject to approval by the planning director and shall not unnecessarily duplicate or resemble the name of any existing or platted street in Lane County.

(Section 9.6855, see chart at front of Chapter 9 for legislative history from 2/26/01 through 6/1/02.)

Street Name Change

- 9.8475** **Purpose of Street Name Changes.** Requests to rename an existing street may be generated by a variety of circumstances. In many cases, there are other existing streets in the city that have similar sounding names resulting in confusion for the postal service, emergency response services and the general public. Applications to rename a street are subject to state law that requires the planning commission to review the request and make a recommendation to the city council for final action.

(Section 9.8475, see chart at front of Chapter 9 for legislative history from 2/26/01 through 6/1/02.)

- 9.8480** **Applicability.** Any existing street or highway, other than a county or state road or highway, may be renamed by the city council provided it is within six miles of the limits of the city and within the Eugene Urban Growth Boundary. Street name changes are subject to the Type IV procedural requirements beginning at EC 9.7400.

(Section 9.8480, see chart at front of Chapter 9 for legislative history from 2/26/01 through 6/1/02.)

- 9.8485** **Street Name Change Approval Criteria.** The planning commission shall recommend, and the city council shall approve an application for a street name change upon determining that a proposed renaming is in the best interest of the city.

(Section 9.8485, see chart at front of Chapter 9 for legislative history from 2/26/01 through 6/1/02.)

- 9.8490** **General Requirements.** The city council by ordinance shall rename a street or highway in accordance with the recommendation of the planning commission, or by resolution shall reject the recommendation. A certified copy of the ordinance shall be filed for record with the county clerk or recorder, and a like copy shall be filed with the county assessor and county surveyor. The county surveyor shall enter the new names of the streets and roads as required by state law.

(Section 9.8490, see chart at front of Chapter 9 for legislative history from 2/26/01 through 6/1/02.)



EUGENE PUBLIC LIBRARY NAMED GIFT OPPORTUNITIES

A three- person committee decides all deletions and additions to the named gift opportunities list, which was originally created by the City Council-appointed “Named Gifts Committee.” That committee is currently comprised of Library Services Director Connie Bennett, Eugene Public Library Foundation (EPLF) Board President Connie Regali (to be replaced next month by incoming president Larry Deckman), and EPLF Executive Director Jim Olney.

Once a named gift opportunity is identified and approved by this committee, EPLF handles all donations and naming. The list of current gift opportunities is listed below and is available on the EPLF website.

Over \$250,000

<i>Children’s Center</i>	<i>\$1,000,000</i>
<i>Grand Staircase</i>	<i>\$1,000,000</i>

Over \$50,000 and under \$250,000

<i>Children’s Center Courtyard</i>	<i>\$250,000</i>
<i>Electronic Resources Room</i>	<i>\$100,000</i>
<i>Eugene Skinner sculpture</i>	<i>\$75,000</i>

Over \$5,000 and under \$50,000

<i>Billy Goats Gruff sculpture</i>	<i>\$50,000</i>
<i>Conference Center Breakout Area</i>	<i>\$35,000</i>
<i>Carnegie Table</i>	<i>\$10,000</i>

\$5,000 and under

<i>Study Tables</i>	<i>each \$5,000</i>
<i>Study Carrels</i>	<i>each \$5,000</i>
<i>Rotunda Steps</i>	<i>each \$2,500</i>
<i>Computer Stations</i>	<i>each \$2,500</i>
<i>Upholstered Chairs</i>	<i>each \$2,000</i>
<i>New Library Chairs</i>	<i>each \$1,000</i>
<i>Buy a Library Book Stack</i>	<i>each \$1,000</i>
<i>Buy a Library Book Shelf</i>	<i>each \$100</i>

Donation Guidelines
City of Eugene Parks and Open Space

APPENDIX A

NAMING POLICY FOR PARK LANDS AND FEATURES

1. INTRODUCTION AND PURPOSE

The Parks and Open Space Division shall oversee the naming of park lands and features within the Eugene parks and open space system, with the exception of certain large buildings such as community centers and aquatic facilities. To ensure fair and consistent application of naming, all park lands and features requiring naming, or for which formal naming is requested, shall be evaluated and processed in accordance with these guidelines. Approved naming or renaming shall not constitute an obligation to provide a sign or other indication of the name.

2. JURISDICTION

The establishment of formal legal names of permanent real property owned by the City of Eugene, including parks, requires legislative action and cannot be accomplished through administrative action. Only the Eugene City Council retains the authority to carry out legislative action to establish legal names. Features or distinct areas within parks, however, such as picnic structures or gardens, can be named through administrative action.

3. COMMON NAME VS. LEGAL NAME

For operational and public identification purposes, the Parks and Open Space Division frequently refers to park property by a particular name which has not been legally defined or assigned by the City Council. Such names are called “common” or “use” names. In many cases, common names are used for long periods of time, and subsequently appear in documents and printed materials. Names may only achieve a legal standing by one of two means:

1. Eugene City Council resolution adopting the name
2. Eugene City Council adoption of a plan or document in which the common or use name is clearly used to identify the property or facility

4. NEW PROPERTY AND FEATURES

As new property is acquired and new features are constructed, the City of Eugene Parks and Open Space Division typically establishes a name based on one or more of the source criteria listed below. Similarly, the Division may establish a name for existing parks property or features which have not been named.

Adjacent Street - Names referencing an adjacent street.

Geography – Names referencing geographical characteristics of an area near the park or facility, with consideration being given to archeological, geological, topographical, botanical, zoological, or human-made geographical characteristics. Geographical names shall reference features expressing timeless qualities likely to maintain name appropriateness over time.

History - Names referencing a historic person, place, culture, or event associated with the land or facility.

Subdivision/Neighborhood - Names referencing the surrounding neighborhood or subdivision comprising a significant portion of the park service area.

Donation Guidelines
City of Eugene Parks and Open Space

5. RECOGNITION NAMING

Naming park land or features in recognition of a person, group or entity shall be considered based on the following criteria:

Donor - Names referencing a donor, or a name suggested by a donor, may be considered in exchange for significant contributions. Naming of land, where the land itself is donated, may be considered where the appraised value of the donated land is \$500,000 or greater, and where the donated land represents at least 51% of the area of a particular park. Naming of donated features constructed using donated funds, may be considered for donations of 51% of the feature construction or acquisition cost, or \$100,000, whichever is greater. Long-term gifts and endowments are encouraged and may also be considered for naming opportunities.

Honoring a Living Person - Park land and features may be named to honor a living person whose gift or service to the community is of a most extraordinary nature.

Honoring a Deceased Person – Park lands and features may be named to honor a deceased person to recognize an extraordinary service or gift to the community. Requests for naming in honor of a deceased person shall be considered after 2 years from the date of death.

Group Recognition - Park lands and features may be named to recognize an organization or group for extraordinary gifts or service to the community.

6. RENAMING PROCEDURES

In order to respect past community values, a commonly- or legally-named park or feature shall not be renamed in its entirety under most circumstances. The following procedures describe the process for renaming park lands and features in a variety of circumstances:

Renaming Through Public Process

During public discussions within a park or open space resources plan update process, a general consensus may be reached to rename park land or features to better reflect current community values or the area's special characteristics, or for similar reasons deemed significant by participating members of the community. Public discussions of naming shall be directed to address the criteria outlined herein.

Legal change of the name for a park does not occur unless or until formally adopted by the City of Eugene Council. Name change for a feature or area within a park will take place when the plan is adopted by administrative order.

(continued next page)

Donation Guidelines

City of Eugene Parks and Open Space

Renaming Features Outside of Public Process

Requests for renaming outside of a public process may originate from members of the community, organizations, or elsewhere. An official written request for renaming must be sent to the Parks & Open Space Division containing the following information:

- ✓ Description of feature to be renamed
- ✓ The proposed name
- ✓ Concise description of reason(s) for the name change
- ✓ A description of how the renaming request meets the criteria contained within this policy

If the proposed name recognizes a living or deceased person, the proposal must also contain the following:

- ✓ Compelling evidence of the extraordinary contribution of the individual to the community
- ✓ Date of the death, if applicable
- ✓ Explanation of how renaming a park or feature would improve community awareness and historical perspective

Renaming a Park Outside of Public Process

Typically such requests will need the individual support of the Mayor or a City Councilor in order for staff to be instructed by the City Council process the request. Such requests will generally need the same types of information as indicated above for renaming a feature.

7. NAMING APPROVAL PROCEDURES

All naming requests and proposals shall be reviewed by the Parks and Open Space Division. Requests shall be reviewed by Parks and Open Space Division staff, who shall forward a recommendation to the Director, who may elect to accept or reject the request. The Director may elect to forward the naming request to the Eugene City Council for action if the request is judged to have a high level of controversy, or to change names with prior legal standing. The Director may decline to forward the request to the Eugene City Council for naming of subordinate areas or features within a park.

On receipt of a request from the City Council to consider renaming a park, staff will evaluate the information provided and return a recommendation to the City Council regarding the request. The Council would then make the decision.



City of Eugene

Application for Naming Facilities

The naming of facilities follows City of Eugene policy. The Eugene City Council has sole responsibility for establishing formal legal names for City-owned facilities.

I/We _____ request that the name of
(Name of applicant)
_____ be considered for the
(proposed name)
_____ facility located at
(current or functional facility name)

(address or description of location)

Summary of recommendation (additional documents may be attached to this form)

If proposed name recognizes a living or deceased person, please include the following:

- ✓ Compelling evidence of the extraordinary contribution of the individual to the community
- ✓ Date of the death, if applicable
- ✓ Explanation of how renaming facility would improve community awareness and historical perspective

Person(s) submitting this proposal (please print):

Address:

Phone: _____ Email: _____

Date submitted: _____

Submit to: City Manager's Office, 777 Pearl Street, Room 105, Eugene, OR 97401 (541-682-5010)

RESOLUTION NO. _____**A RESOLUTION INITIATING THE POSSIBLE RENAMING OF WESTMORELAND COMMUNITY CENTER TO DR. EDWIN L. COLEMAN, SR. COMMUNITY CENTER IN HONOR OF DR. EDWIN COLEMAN.****The City Council of the City of Eugene finds that:**

A. Dr. Edwin Coleman recently passed away in January, 2017. Dr. Coleman was an educator, musician, community activist, and family man. He was a leader in Eugene advocating for human and civil rights for more than 50 years. He was a tenured member of the faculty of the University of Oregon's English Department where he taught and mentored students and fellow colleagues. He served as a Track and Field official and was a staunch Duck fan. His heavy and impactful involvement in the issues affecting the local African American community led to numerous positive changes in the condition of local race relations. He was an instrumental force in the NAACP, the Lane County Democratic Party, the naming of MLK, Jr. Blvd. and the dedication of Rosa Parks Plaza in downtown Eugene. Dr. Coleman's imprint on the thousands of lives he touched in Eugene is immeasurable. This honor reflects one of the places in Eugene he loved most - the Westmoreland Park and Community Center where he raised his family and spent countless hours volunteering his time and resources to the betterment of all Eugene.

B. On September 27, 2010, the City Council adopted a policy to guide the naming and renaming of City-owned facilities. That policy generally provides that the Council may consider honoring individuals whose achievements represent a lasting legacy to the mission of the City and the community it serves and that an individual should be deceased for a minimum of one year. That policy also provides that existing facilities that had been named in honor of an individual generally should not be renamed.

C. Any naming proposals, including renaming, for major City-owned facilities must be subject to a public comment process during which objections to the proposal can be raised.

D. Notwithstanding the City's general naming policy, the City Council should consider the renaming of Westmoreland Community Center in Dr. Coleman's honor at this time for the following reasons: the importance and impact of Dr. Coleman's life and legacy in Eugene; and previous council actions which waived the two-year death provision for honoring individuals whose body of work and community contributions have positively altered the course of Eugene's history.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Notwithstanding the City of Eugene Naming Policy, the City Council hereby initiates the process for the renaming of Westmoreland Community Center to the Dr. Edwin L.

Coleman, Sr. Community Center. The City Manager is directed to schedule a public hearing before council on the possible renaming of Westmoreland Community Center, following which the Council will decide whether to rename the community center.

Section 2. This Resolution is effective immediately upon its passage by the City Council.

The foregoing Resolution adopted the ____ day of _____, 2018.

City Recorder

RESOLUTION NO. _____**A RESOLUTION INITIATING THE POSSIBLE NAMING OF THE UNNAMED PARK LOCATED NEAR THE CORNER OF ROYAL AVE. AND ELIZABETH ST. THE ANDREA ORTIZ PARK IN HONOR OF ANDREA ORTIZ.****The City Council of the City of Eugene finds that:**

A. Andrea Ortiz passed away on January 16, 2017. Andrea Ortiz was a local Latina leader, equity advocate, friend, colleague and former City Council member. She worked for 28 years at PeaceHealth while serving on the Bethel School Board of Directors, Eugene Human Rights Commission, Eugene Police Commission, PeaceHealth OR Diversity Team, Bethel Weed & Seed Steering Committee, Trainsong Neighbors, Children First, as well as serving two terms as the City Councilor for Ward 7. She was the first Latina to serve on the Eugene City Council and advocated passionately for Eugene's working class and marginalized communities. Andrea Ortiz founded the We Are Bethel community celebration held at Petersen Barn Community Center annually, now in its 15th year.

B. On September 27, 2010, the City Council adopted a policy to guide the naming and renaming of City-owned facilities. That policy generally provides that the Council may consider honoring individuals whose achievements represent a lasting legacy to the mission of the City and the community it serves. For the naming of parks and open space, the policy states that park lands and features may be named to honor a deceased person to recognize an extraordinary service or gift to the community. Requests for naming a park in honor of a deceased person shall be considered after two years from the date of death.

C. Any naming proposals for major City-owned facilities, including parks, must be subject to a public comment process during which objections to the proposal can be raised.

D. Notwithstanding the City's general naming policy, the City Council should consider naming the unnamed park located near the corner of Royal Ave. and Elizabeth St. in Andrea Ortiz's honor because her contributions to the City represent a lasting legacy to the mission of the City and the community it serves. Andrea Ortiz was not only a leader in the City's local Latino community, but she was a local advocate for equity across the City and across vulnerable communities. A local park named after Councilor Andrea Ortiz would keep her legacy as an equity advocate in Eugene alive.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Notwithstanding the City of Eugene Naming Policy, the City Council hereby initiates the process for the naming the unnamed park located near the corner of Royal Ave. and Elizabeth St. the Andrea Ortiz Park. The City Manager is directed to schedule a public hearing

before council on the possible park naming to honor Andrea Ortiz, following which the Council will decide whether to name the park.

Section 2. This Resolution is effective immediately upon its passage by the City Council.

The foregoing Resolution adopted the ____ day of _____, 2018.

City Recorder