



Board Summary Report

File #: 24-591

Agenda Date: 10/21/2024

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To: Board of County Commissioners

Through: Michelle Halstead, Director, Commissioners' Office

Prepared By:

Daniela Villarreal, Management Analyst I, Commissioners' Office

Presenter: Daniela Villarreal, Management Analyst I, Commissioners' Office

Subject:

1:15 PM *Proposed Arapahoe County Property Naming Policy

Purpose and Request:

The purpose of this study session is to present a proposed naming policy for county properties and seek Board feedback.

Background and Discussion:

Arapahoe County has historically operated without a formal Naming Policy, relying instead on leadership discretion and guidelines developed after a naming controversy in 2011. Earlier this year, a request to name a conference room within the county courthouse reignited discussions around the need for a formal policy. This situation presented an opportunity for Arapahoe County to clarify the naming process, ensuring that all departments and offices adhere to a consistent standard. By establishing a clear policy, the county can enhance transparency, appropriately honor deserving individuals, and safeguard against potential controversies in the future.

An environmental scan of neighboring counties and cities was conducted to benchmark naming policies. While there were few relevant results from our neighbors, there was a useful example from El Paso County that parallels Arapahoe County's approach. Naming policies were most commonly found with local municipalities with a bigger focus and involvement of their Parks, Recreation & Golf Departments.

Additionally, staff held discussions and meetings with department leadership from Facilities and Fleet Management, Open Spaces, Public Works, and the Attorney's Office to gain insights into past County practices. This helped us understand the current processes and identify gaps in our current guidelines.

Additional details, including the existing procedure and proposed draft policy with criteria changes and process improvements, are in the attached memo.

Fiscal Impact: N/A

Alternatives: The BOCC could decide not to approve a naming policy at this time.

Alignment with Strategic Plan:

- Be fiscally sustainable
- Provide essential and mandated service
- Be community focused

Staff Recommendation: Staff recommends the approval of the proposed naming policy.

Concurrence: This proposal was provided to the E-Team on October 9, 2024. They recommended advancing the policy to the Board of County Commissioners, noting a preference to maintain the current procedure of not naming after people.