

## **Current Street Co-naming Process**

**April, 2017**

The city has no formal adopted policy about when the co-naming of streets is appropriate or not appropriate. That discretion has been left to the City Council to determine on a case by case basis. Typically, streets have been co-named when the individual has made a "significant" contribution to the community in some way. What constitutes "significant" and "contribution" -has not been defined.

Typically sign requestors pay the costs for the manufacture and installation of the signs (approximately \$100 each). Once that arrangement has been worked out, the Council adopts a resolution. The resolution requests public works to manufacture and install the sign(s). If the street is a county road, County approval is also required and Public Works is directed to seek that approval.

Once the resolution is adopted, Public Works needs to know how many signs the Council wants installed, where they want them installed (what intersections), what they want them to read, the timeline for installation (it typically takes PW about a week or 2), and who Public Works should bill.

Please note the term 'co-naming' is different than 're-naming'. Re-naming a street involves a long process with entities outside the city (like the post office). Re-naming a street rarely occurs due to the cost and complexities.