



CITY OF POMONA

Parks and Recreation Commission

June 17, 2025

To: Parks and Recreation Commission

From: Meg McWade, Public Works Director

Subject: Initiation of the Park Naming Process for the Phillips Ranch Greenbelt, Civic Center Plaza Park, and the Meadowview Demonstration Garden

STAFF RECOMMENDATION

Staff recommends that the Parks and Recreation Commission receive and file this report initiating the naming process for three new parks, in accordance with the Policy for Naming of Park and Recreation Facilities and provide feedback or direction regarding community outreach and nomination process.

EXECUTIVE SUMMARY:

Per the Policy for Naming of Park and Recreation Facilities (Attachment No. 1), the naming of any new park must be first considered at a publicly noticed meeting of the Parks and Recreation Commission. Final authority for naming rests with the City Council. This meeting serves as the formal initiation of the naming process.

DISCUSSION

This meeting marks the formal initiation of the naming process for three new City parks:

- 1) Phillips Ranch Greenbelt (converted to a City Park effective July 1, 2025)
- 2) Civic Center Plaza Park (construction completion anticipated December 2025)
- 3) Meadowview Demonstration Garden (construction completed June 2025)

Per the City's Policy for Naming of Park and Recreation Facilities, the naming of a new park must first be considered at a publicly noticed meeting of the Parks and Recreation Commission. Final naming authority rests with the City Council. No vote or recommendation will be made at this meeting; the purpose is to introduce the process, review the criteria, and discuss outreach and next steps.

Following this meeting, the Public Works and Community Services Departments will coordinate a community outreach effort to inform residents and stakeholders about the opportunity to submit name nominations. Staff are currently identifying dates to hold community meetings near each of the parks, in accordance with the policy. These meetings will allow the public to learn more about the naming process and provide feedback. Outreach efforts will also include promotion through the City's social media channels to help maximize community awareness and participation. Nominations must be submitted in writing via the Nomination Form (Attachment No. 2) and may come from individuals, groups, or City staff. All submissions will be given equal consideration, regardless of source.

At a future Commission meeting, once the nomination window has closed and public input has been gathered, the Commission will review the submitted names and make recommendations to the City Council.

Proposed names must meet at least one of the following criteria outlined in the naming policy:

- Reference an identifiable geographic location or a name that links to city, county, state, or national heritage or development;
- Recognize an individual (living or deceased) with 20 or more years of significant service to the Pomona community;
- Acknowledge an individual or business that contributed substantially to the cost of providing the park;
- Acknowledge an organization that provides substantial support for ongoing park maintenance;
- Recognize a City employee whose service resulted in death, serious illness, disability, or significant pioneering efforts.

As stated in the policy, the City Council retains final authority on all park names. Staff invites any Commission feedback on the proposed outreach strategies or other considerations in preparation for the next phase.

ATTACHMENTS:

Attachment No. 1 – Policy for Naming of Park and Recreation Facilities

Attachment No. 2 – Nomination Form for Naming of Park and Recreation Facilities

Attachment No. 3 – Presentation

Submitted by:

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