MEMORANDUM

To: Karen Woods, Veteran’s Advisory Board President

From: Sonya L. Delgado, Director of Parks & Recreation

Date: January 10, 2020

Subject: Veterans Park Monthly Updates – January 2020

File #: PRD-20-004

Good afternoon, here is an update on items pertaining to Veterans Park or other items that this Board has brought to my attention for January 2020.

- Working on finalizing the 24” x 24” plaque, for the South side of the Women’s Veteran Monument (picture is attached)
- Public Works team will be meeting with us (Monday, January 13) to discuss and confirm the scope of work that will be needed for the parking lot expansion. A request for proposal will be needed, to contract an engineering firm to do the design. At this time, there is no proposed schedule or timeline for the work to be completed. We will continue to update you as we receive information.
- Park team found a traffic cone that was tossed into the helicopter, we removed it the same day.
- Park team is researching vendors that can provide and attach flagpole toppers.
- Veterans Hall of Fame Monument – Parks team can get to the concrete pad late February/early March; we need to finalize placement and will bring action item to the February meeting.
- Gold Star Monument – we need to finalize placement and will bring action item to the February meeting; will also need to know when the monument is scheduled to arrive, and what prep work needs to be done prior to installation.
- Wall repair – Purchasing has now received the vendor information and Parks team has entered the requisition for the work to be done, at this time I do not have a start date/time.

I will provide a monthly update at every VAB meeting to discuss any issues that were brought up at the meeting or items that occur in between monthly meetings. This will increase the lines of communication and give you a point of contact if you have any issues. Please keep in mind that we will work on issues as quickly as possible and we will have to prioritize them among the other requests we receive on a regular basis. But rest assured, we will get to the item, and we will provide a status report on all issues related to Veterans Park.