

**SUBMITTED BY:** Ana Urquijo, City Manager

**MANAGEMENT TEAM REVIEW:** Donald Huish, Mayor

**FOCUS AREA:** Collaboration

**ORGANIZATIONAL  
IMPROVEMENTS:**

**SUBJECT:** **RESOLUTION NO. 22-1504**, A resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the execution of a **MEMORANDUM OF UNDERSTANDING** between the City of Douglas and the **Douglas Veteran's Memorial Committee**.

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**EXECUTIVE SUMMARY:**

This Memorandum of Understanding (MOU) is intended to memorialize the criteria of names eligible to be engraved onto the Douglas Veterans Memorial (Memorial), as well as identify roles between the City of Douglas and the Douglas Veterans Memorial Committee for maintenance, upkeep, and other related items.

**BACKGROUND:**

As a historical point, the DVMC began forming and had a vision for their project on or about 1997. City Manager at the time, Michael Ortega, suggested the City of Douglas would provide the location for the memorial after the underpass was removed. He wanted it to be an enhancement to the entrance of Douglas. The understanding was that DVMC would do the fundraising and construct the Memorial and the City of Douglas would take full responsibility afterward for all care and expenses except for future soldiers that qualified as Killed in Action (KIA). The DVMC would be responsible for the qualification process based on criteria, handling of any ceremony and the engraving of the name onto the Memorial. The Memorial was constructed and dedicated on November 11, 2000.

The number of members of the original DVMC have lessened over the years as some are deceased and some have moved away. For this reason, the DVMC has partnered with the American Legion as an added resource. The American Legion assists the DVMC with handling of ceremonies and engraving of names onto the Memorial.

The DVMC has been purchasing and maintaining the flags for 20 years. Everything else the City has handled up to this point. It is important for the remaining members of the DVMC to memorialize roles and establish required care for the Memorial in perpetuity, by partnering with the City of Douglas through an MOU. Through this MOU, a great concern will be settled as to the future management of the Memorial, as it will establish consistency and continuity of how names are qualified to be placed on to the Memorial, and how care and maintenance is handled. The original intent of the DVMC for the ongoing management of the Memorial is contained in this MOU.

Additionally, the DVMC would also like to recognize the hard work that produced the construction of the Memorial and humbly requests that recognition be made to the formal record of the City of Douglas as to the individuals that formed and have served their committee by conducting a roll call of members.

Finally, the DVMC asks that the City of Douglas collect and preserve the history of how this memorial was conceptualized, developed, and constructed, in an effort to keep history alive for future generations.

**DISCUSSION:**

The agreement proposed is beneficial for the City and DVMC to memorialize criteria for names that can be engraved onto the memorial. DVMC has reviewed and agree with the agreement. Staff recommends approval of this MOU.

**FISCAL IMPACT:**

No direct fiscal impact. As needed maintenance costs will be included moving forward in operating budgets for Parks Maintenance.

**Account (s):**

“...I MOVE THAT THE MAYOR AND COUNCIL APPROVE RESOLUTION NO. 22-1504.”