

CITY COUNCIL POLICY REGARDING VETERANS MEMORIAL PARK

PURPOSE: Veterans Memorial Park is intended as a place to show appreciation and respect for the sacrifices of our community veterans. The purpose of this policy is to outline what activities are prohibited at the park, how it will be maintained, and to authorize the use of and controls of surveillance cameras to help prevent vandalism and the procedures for additions to the park.

SECTION 1. PROHIBITED ACTIVITIES

- < Motorized vehicles
- < Skateboards, rollerblades and bicycles
- < Wading in the fountain, putting soap in it or vandalizing it

SECTION 2. SURVEILLANCE CAMERAS

- a. **Placement of Camera(s).** The camera(s) may be placed in a fixed position focused on the fountain and the surrounding areas. The recording shall play over itself, unless a crime has occurred, and it is needed to identify the perpetrators and be used as evidence.

SECTION 3. DONATIONS AND MEMORIALS

The City of Essex Junction shall be the recipient of all donations for the park, including requests for engraved pavers and benches from private donors to commemorate veterans. Additions to the park in the form of benches or monuments must be approved by the City Council. It shall be the responsibility of City staff to process requests for pavers and benches and order them for private donors (see Appendix I). The process shall be as follows:

- a. Prepaid orders for engraved pavers and benches shall be taken until June 25 each year.
- b. The granite company shall provide a proof of the work to the donor for approval before the paver(s) or bench is ordered.
- c. Signed proofs must be returned to the granite company by July 15 in order to be included in the current year's order. No changes will be allowed after this date.
- d. The City and the granite company shall make every effort to ensure the work is completed by early fall in time for Veterans Day.

SECTION 4. MAINTENANCE

Essex Junction Recreation and Parks shall be responsible for maintaining the park.

SECTION 5. FLAGS

The flags shall be changed prior to Memorial Day and Veterans Day each year.

SECTION 6. FUNDRAISING

Fundraising for the improvement or maintenance of the park must receive the advanced approval of the City Council.

**Policy adopted by the Village of Essex Junction Board of Trustees on August 9, 2005.
Revised on 06/08/2010, 01/11/2011, 01/22/2025 and 02/26/2025.**

**VETERANS MEMORIAL PARK
PAVER PURCHASE/SPONSORSHIP FORM**

_____ Single paver (size of one brick) with 3 lines of engraving (20 characters max per line) at \$300.00 (includes engraving of 45 characters with an additional charge of \$5.00 for each character above 45.)

_____ Double paver (size of two bricks) with 6 lines of engraving (20 characters max per line) at \$550.00 (includes engraving of 90 characters with an additional charge of \$5.00 for each character above 90.)

_____ Corporate paver (size 31.5 x 15.5 inches) at \$1,200.00 with an additional charge for logos, emblems, etc.

Please indicate engraving request below and return this form by June 25:

Sponsorship:

_____ Sponsorship of Bench at \$3,000.00

Name _____

Address _____

Date: _____

All contributions are tax deductible. Thank you for your contribution.