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**MEMORANDUM**

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Craig Thomas, DPD Deputy Director/Monument Committee Member

DATE: May 12, 2020

SUBJECT: Monument Committee Actions on City Council Motions (Multiple – see below)

The Monument Committee continues its work during the current period of social distancing and remote meetings. This memo is provided to address several City Council motions that the Committee has acted upon and/or continues to review. Most of the motions are related to the central policies and procedures of the Committee, which are presented here as a single, broad update.

**COUNCIL MOTION OF 10/22/2019 BY COUNCILOR MERCIER  
REQUEST CITY MANAGER MEET WITH 9-11 MEMORIAL MONUMENT COMMITTEE TO  
DECIDE ON A LOCATION FOR THE 9-11 MEMORIAL IN AN EFFORT TO KEEP THE  
PROCESS MOVING**

On April 13, 2020 the Monument Committee unanimously approved Liberty Park (23 Arcand Drive) as the site for the 9-11 memorial monument. William Desrosiers, acting as the spokesman on behalf 9-11 Memorial Committee, expressed the group's excitement about the location. Mr. Desrosiers and the Memorial Committee will now work with the Lowell Historic Board on design considerations, Parks Department on site development details, and Lowell veterans' groups on updated language for the inscriptions.

**COUNCIL MOTION OF 7/9/2019 BY COUNCILOR ELLIOTT & COUNCILOR MERCIER  
REQUEST MONUMENT COMMITTEE DESIGNATE LOCATION AT CITY HALL FOR A  
MONUMENT FOR COLUMBIAN COMMUNITY**

The Monument Committee met with the Columbian Community during several public meetings to vet design and location considerations for the proposed Columbian monument on City Hall Plaza. On April 13, 2020 the Committee unanimously voted to approve the submitted design as compliant with existing volumetric standards for plaza monuments and a location adjacent to the Laotian monument. The Columbian Community has decided to target completion of this monument in 2021 given the current pandemic concerns and to allow time for the fundraising phase of the project.

COUNCIL MOTION OF 4/23/2019 BY COUNCILOR SAMARAS  
REQUEST THE CITY MANAGER INSTRUCT THE PROPER DEPARTMENT TO WORK WITH REPRESENTATIVES OF THE LIBERIAN COMMUNITY ON THE INSTALLATION OF A MONUMENT NEAR CITY HALL/JFK PLAZA SIMILAR TO OTHER ETHNIC MONUMENTS

DPD has engaged with leaders of the Liberian community to begin the process for the establishment of a working committee for their monument. Next steps include working on design considerations and a timeline so that they can develop and submit an application to the Monument Committee as soon as possible.

COUNCIL MOTION OF 4/23/2019 BY COUNCILOR SAMARAS  
REQUEST THE CITY MANAGER INSTRUCT THE PROPER DEPARTMENT TO DEVELOP STANDARD PROCEDURES AND PROTOCOLS FOR COMMUNITY GROUPS WISHING TO INSTALL MONUMENTS NEAR CITY HALL/JFK PLAZA

The Monument Committee has developed a new policy and procedures draft that would cover monument proposals within its area of oversight. There is a strong foundation of design standards and location options for JFK Plaza and the City Hall area that were used to previously approve monuments. The Columbian community monument received approval for the last existing monument location based upon existing plans. The Committee is working with staff in the Department of Planning and Development to finalize the policy and procedures language and on options for new community group monument sites that would complement the recent upgrades to City Hall landscaping and JFK Plaza green space.

COUNCIL MOTION OF 9/25/2018 BY COUNCILOR MERCIER  
REQUEST CITY MANAGER ESTABLISH A PROCESS TO ENABLE INDIVIDUALS THE ABILITY TO DONATE A BENCH TO THE CITY IN HONOR OF FRIENDS OR LOVED ONES

On April 13, 2020 the Monument Committee approved a bench policy to enable individuals to donate a bench in honor of friends and loved ones. The policy includes a 30-day review and comment period with the Monument Committee followed by a recommendation to the Board of Parks for benches within parks under their jurisdiction.

COUNCIL MOTION OF 8/14/2018 BY COUNCILOR MERCIER  
REQUEST CITY COUNCIL FORWARD TO PROPER COMMITTEE A REQUEST FOR A MEMORIAL BENCH PAID FOR BY JODI JAILLET IN MEMORY OF HER MOTHER, C. SHIRLEY AUSTIN, TO BE INSTALLED BY PARKS DEPARTMENT TO REPLACE AN OLD BENCH AT SHEDD PARK

At their February 12, 2020 meeting, the Monument Committee approved the request to name a bench in Shedd Park in honor of Ms. Jaillet's mother. City staff are currently working with her on the process.

CRT/ns

cc: Monument Committee