



## Staff Report

**TO:** City Council  
**FROM:** Doug Story, Community Services Director  
**DATE:** June 3, 2025  
**SUBJECT:** Notice of Completion for the Veterans and First Responders Memorial Plaza

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**Description** Capital Improvement Project No. P-14.

### **Background and Analysis:**

On March 5, 2024, the City Council awarded a Public Works Agreement to R Dependable Construction Inc. for the construction of improvements to the Veterans and First Responders Memorial Plaza. As outlined in the specifications, the scope of work included:

- Demolition,
- New hardscape areas around the plaza to address accessibility and expansion,
- Water features,
- New lighting,
- New landscape and turf,
- New electrical and lighting,
- Relocation of flags,
- Preservation of current memorial monuments,
- Security cameras, and
- Additional seating.

The contractor completed the project's scope of work satisfactorily per the plans and specifications and a Notice of Completion has been provided as Attachment A. Acceptance of the Notice of Completion is required and the notice must be filed with the County Recorder's Office in order to formally closeout this project.

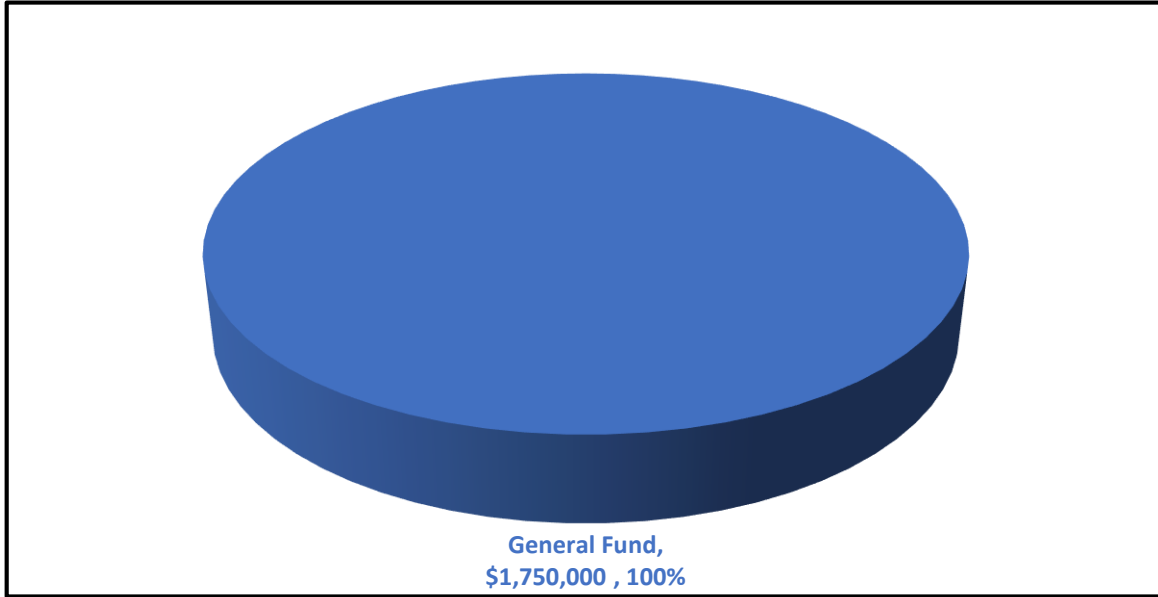
### **Fiscal Impact:**

The cost to prepare this staff report is estimated to be \$280.

Funding for this project was provided through the Capital Improvement Project (CIP) P-14. Please refer to the following project accounting chart and table for a summary of project funding and budget:

**CIP P-14 Veterans and First Responders Memorial Plaza Project Funding Summary**

**Estimated Project Cost= \$1,750,000**



**CIP P-14 Veterans and First Responders Memorial Plaza Project Budget Summary**

<b>Project Component</b>	<b>Budget</b>	<b>Encumbered</b>	<b>Paid to Date</b>	<b>Remaining Budget</b>
Project Management				
Preliminary Services				
Environmental				
Design	\$96,476	\$(94,630)	\$(94,630)	\$1,846
Permits				
Right-of-Way				
Construction	\$1,653,525	\$(1,595,646)	\$(1,504,283)	\$57,879
Construction Management				
Equipment				
<b>Total</b>	<b>\$1,750,000</b>	<b>\$(1,690,276)</b>	<b>\$(1,598,913)</b>	<b>\$59,724</b>

The encumbered amount is expected to be fully expended upon the release of retention.

**Recommended Action:**

Authorize the Mayor to execute a Notice of Completion for the Veterans and First Responders Memorial Plaza; and

Authorize the City Clerk to file the Notice of Completion with the County Recorder's Office.

**Attachments:**

- A. Notice of Completion – Veterans and First Responders Memorial Plaza