

TO: Dave Ruller
FROM: Angela Manley, Parks and Recreation Director
DATE: November 2, 2022
RE: Kent Parks and Recreation Donation

The Kent Parks & Recreation Department has received a donation in the amount of \$100.00 from Scott Bromley to be put toward the planting of a memorial tree in the Kent parks in memory of Lois A. Orlando.

Please request the necessary authorization from City Council to accept this donation and to allow Budget & Finance to appropriate the same amount to this account number (106-03-53-301-7420) in the Parks & Recreation Fund. Your attention to this matter is greatly appreciated!

CC:
Budget & Finance
Amy Wilkens, Clerk of Council
Kent Parks & Recreation Board