

OFFICE OF
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MEMORANDUM

Date: June 8, 2023
To: City Commission
From: Kevin Kuchenbecker, Planning and Zoning Administrator
Re: Permission to Purchase Tipster Ash Urns

Staff is requesting to permission to purchase twelve additional Tipster ash urns from Keystone Ridge Designs in an amount not to exceed \$3,596.00 including shipping to be paid out of the HP Capital Asset line item.

Recommended Motion: *Move to approve the purchase of twelve Tipster Ash Urns from Keystone Ridge Designs in an amount not to exceed \$3,596.00 including shipping to be paid out of the HP Capital Assets line item.*