

MEMO

TO: Parks, Recreation, and Forestry Commission
FROM: Kristine Butteris, Director of Parks, Recreation, & Forestry
DATE: August 9, 2024
RE: Kluz invoice waiver

Commission Members,

The Parks, Recreation, and Forestry Department is seeking your approval to waive the invoice billed to Tony Kluz on July 24 regarding their rental on July 20, 2024. The violation originally claimed that equipment at their park shelter rental was not returned to its original space. The renter claims all equipment was returned and not responsible for this violation.

We are looking for approval to move forward with waiving this invoice with the city finance department.