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## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Linda Nabers, Finance Director

**Date:** April 12, 2021

**Subject:** For consideration and acceptance of a one-time financial donation to the City of Dunwoody as outlined below.

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### **BACKGROUND**

The Dunwoody Woman's Club wants to write a check to the City of Dunwoody for the specific purpose of buying several trees (probably 5) through Tri-Scapes (the City's current parks maintenance contractor). This is one of the ways the club wants to celebrate the 50th Anniversary of the Dunwoody Woman's Club. One tree per decade and it ties in with their 5 departments. Final decisions about placement have not been made but the proposal is as follows:

- 2 trees around Spruill Art Center and the Dunwoody Library (Arts and Culture and Education and Libraries community service programs)
- 1 tree at the Dunwoody Nature Center (Environment community service program)
- 1 tree on the walking trail at Brook Run (Health and Wellness community service program)
- 1 tree near Veterans Memorial (Civic Engagement and Outreach)

The installation will be coordinated through Brent Walker (Park's Director).

In order to follow the club's financial procedures, the City will provide a W-9 indicating the Federal ID number and tax status for the City of Dunwoody. The Mayor and Council will vote to accept the donation. The Dunwoody Woman's Club is a 501 (c) (3) non-profit organization.

The estimated value of the trees is \$730

### **RECOMMENDED ACTION**

The purpose of this item is for Mayor and Council action, to accept the donation.