

April 12, 2000

Office of the President

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7400-01

Richard McKenna
City Clerk
City of Richmond
7577 Elmbridge Way
Richmond, BC V6X 2Z8

Dear Mr. McKenna:

The Rotary Club of Richmond would like to attend the City Council meeting on April 25, 2000 to let Council know about the Walk for the Richmond Food Bank we are holding on Sunday, May 28 at 10:00 a.m., starting at Garry Point Park.

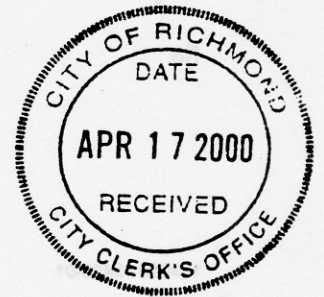
We invite their participation in the walk and will bring pledge forms with us for those who wish to take part. We also ask that the Councillors encourage others to participate in helping raise funds for this worthy cause.

Sincerely,



Skip Triplett
Member
Rotary Club of Richmond

ST/sk





City of RICHMOND

6911 No. 3 ROAD, RICHMOND, B.C. V6Y 2C1
(604) 276-4000 FAX 278-5139

CITY CLERK'S OFFICE 276-4007

April 17th, 2000
File: 7400-01

Kwantlen University College
Office of the President
12666 - 72nd Avenue
Surrey, BC V3W 2M8

Attention: Skip Triplett, Member
Rotary Club of Richmond

Dear Sir:

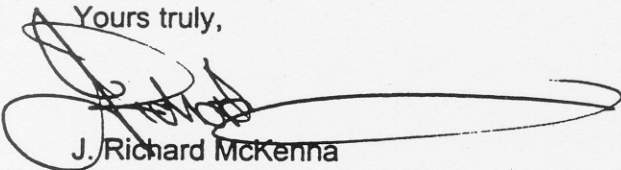
Re: Walk for the Richmond Food Bank

In response to your letter dated April 12th, 2000, this is to confirm that arrangements have been made for you to appear as a delegation at the Council Meeting scheduled for Tuesday, April 25th, 2000, at 7:00 p.m. in the Council Chambers, Richmond City Hall. Because this item is not on the agenda you will be heard at or near the end of the Council meeting.

Council procedures allow five minutes for you to make your presentation, not including any questions which Council members may ask. This five-minute limit is strictly enforced to ensure that all business for the meeting is dealt with.

Please conclude your presentation with a specific request on what you are seeking by appearing before Council as a delegation.

Yours truly,


J. Richard McKenna
City Clerk

fja