

**CONFIDENTIAL**

November 30, 2017

City of Prince George  
1100 Patricia Blvd.  
Prince George, BC V2L 3V9

**Attention: Mayor Lyn Hall**

Dear Mayor Hall:

**Subject: Kin 3 Arena Seating Upgrade  
Community Halls and Recreation Facilities Program  
Northern Development Project Number 4998 70**

We are pleased to enclose our cheque in the amount of \$30,000 which represents the grant disbursement for the Kin 3 Arena Seating Upgrade project.

As a reminder, Northern Development will be asking you to report measures of success on an annual basis for the next three years by way of an annual report. To that end, we ask that you keep sufficient records in order to provide that information to us. Northern Development staff will contact your office at the close of each calendar year to ask for reporting on the economic benefits to the local and/or regional economy as well as annual revenues and direct job creation.

Congratulations on the successful completion of the Kin 3 Arena Seating Upgrade project. If you require additional information, please don't hesitate to contact Brenda Gendron, Chief Financial Officer at (250) 561-2525.

Sincerely,

Joel McKay  
Chief Executive Officer

c: Kathleen Soltis, City Manager, City of Prince George  
Leland Hanson, Manager, Civic Facilities, City of Prince George  
Laurie Perdue, Facility Asset Coordinator, City of Prince George