



DATE: June 14, 2018

TO: Jeff Bryant, City Attorney
Rone Tromble, Administrative Technician IV
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities
Jane Hudson, Principal Planner

FROM: Brenda Hall, City Clerk

SUBJECT: Request to Close a Portion of a Utility Easement

I am in receipt of a request to close part of a utility easement in St. Thomas More Church Addition (100 Stinson Street). St. Thomas More Church is the owner of all the land on both sides of the portion of the utility easement described in the attached request.

In accordance with Resolution R-8182-66, I am forwarding the request; location map; radius map; and certified ownership list to your office and requesting that your office send notice to the furnished list of property owners and have the necessary ordinance prepared. If further action is needed from my office, please notify me.

bdh
attachments

office memorandum