



DATE: April 18, 2013

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 Easement/Right-of-way in Pickard Acres Addition

I am in receipt of a request to close the south twenty (20) feet of that portion of the fifty (50) foot roadway right-of-way located at the northeast corner of Lot 14, Block 6, of Pickard Acres Addition and that portion of the twenty (20) foot sanitary sewer easement located at the northeast corner of Lot 14, Block 6, Pickard Acres Addition. The Connie Boehme Trust is the owner of all of the land on both sides of the easement. The application fee has been paid.

In accordance with Resolution No. 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.

BH:smr
attachments

office memorandum