



DATE: February 11, 2020

TO: Kathryn Walker, City Attorney
Rone Tromble, Administrative Technician IV
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities
Jane Hudson, Director of Planning and Community Development

FROM: Brenda Hall, City Clerk *BH*

SUBJECT: Request to Close a Public Easement

I am in receipt of a request to close a public pedestrian easement along the west boundary of Lots 23 and 24, Block 1, Carrington Place Addition, a/k/a 3812 and 3816 Dalston Circle.

In accordance with Resolution No. R-8182-66, I am forwarding the request 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