



# office memorandum

DATE: October 5, 2018

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

FROM: Brenda Hall, City Clerk

SUBJECT: Request to Close Utility Easement in Renaissance Addition

I am in receipt of a request to close a utility easement located at 1600 And Branden Boulevard in the Renaissance Addition

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