

OFFICE OF  
PLANNING, ZONING AND  
HISTORIC PRESERVATION  
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Historic Preservation Officer  
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## MEMORANDUM

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**Date:** October 15, 2021  
**To:** City Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
**Re:** Permission to Pay Menards Invoice

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Staff is requesting permission to pay Menards for materials to repair the deck behind the chutes at the Event Complex in the amount of \$2,729.580 to be paid from the HP Rodeo Grounds line item. The structural members under the decking behind the chutes have deteriorated over the years and were in need of replacement.

**RECOMMENDATION:** *Recommend City Commission to approve permission to pay Menards for materials to structurally repair the deck behind the chutes at the Event Complex in the amount of \$2,729.580 to be paid from the HP Rodeo Grounds line item.*