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**MEMORANDUM**  
**VIA EMAIL TRANSMITTAL**

TO: Kyle Box, City Clerk  
CC: Sharon Hanson, City Administrator; Glenn Olson, Director of Public Works/City Engineer;  
Jason Anderson, Director of Public Works/City Engineer; Brad Roos, General Manager  
Marshall Municipal Utilities  
FROM: Dennis H. Simpson, City Attorney  
DATE: February 20, 2020  
RE: HRA Sale to MMU

Enclosed is an HRA Agenda Item and supporting document for Agenda Item. The Agenda Item is to call for a public hearing regarding the sale of HRA owned property to MMU. Please place this on HRA Agenda for Tuesday, February 25.

The law requires that notice of the public hearing be published once at least ten days prior to the hearing. Therefore, publication will have to occur after the 25<sup>th</sup>, but prior to February 29<sup>th</sup>. I will prepare notice for publication and have that available for you at the meeting on the 25<sup>th</sup>.

Thank you for your immediate attention to this matter.

DHS:jlh