




office memorandum

DATE: November 14, 2024

TO: Rick Knighton, Interim City Attorney  
Scott Sturtz, Interim Director of Public Works  
Ken Danner, Subdivision Manager

FROM: Brenda Hall, City Clerk 

SUBJECT: Request for Consent to Encroachment No. 2425-1

I am in receipt of an encroachment request from Mr. Monty Kernell with Splash Me Pools, for permission to encroach on an easement located at 4202 Farm Hill Road, to add steps from the pool. The application fee has been paid. After the information has been received from the Planning Department, Public Works Department, and Utilities Department and a determination has been made on whether to recommend approval or denial, please forward your recommendation and Consent to Encroachment Form, if needed, to my office in order that it may be scheduled as an agenda item.

This item will be scheduled as an agenda item on January 14, 2025 and the information must be received in my office by December 31, 2024. If there is a problem in meeting that timeframe, please advise.

llw  
Attachment