



STAFF REPORT (Item Specific)

Meeting Date: February 4, 2026
Author: Jacob Graichen, AICP, City Planner
Department: Community Development
Division: Planning
Subject: Final Partition Plat
Type of Item: Authorization of Mayor's Signature
CC: City Administrator John Walsh

Introduction: A partition at 80 S. 21st Street is nearly complete. One of the remaining items are city signatures: one for the Mayor and the other for me.

The request to the Council is authorization of the Mayor's signature.

Background: The final plat is the formal document that is ultimately recorded with the County, making the partition official.

In addition to meeting many substantive and technical requirements, the final plat also requires several signatures.

If right-of-way dedication is included, the Mayor's signature is required.

This illustrates the concept and location→

Staff Analysis: Staff has determined that all necessary requirements have been met for the purpose of the Mayor signing the final plat.

As of the date this memo is prepared (Jan. 27, 2026) there are still some items needed before I sign the plat, but I want to at least get the Mayor's to keep things moving.

Budget Impact: None.

Alternatives: Not applicable.

Requested Action: Please authorize the Mayor to sign the final plat for this Partition.

Attachments:

- Copy of final plat to be signed. Note that the actual documents are on archival medium and need an archival ink pen.





