



Memorandum

To: *Mark Casey, City Manager*

From: *Tony Miller, EIT*

Date: *October 21, 2016*

Re: *Weekly Update for the Mirror Lake Stormwater Quality Improvements
WSB Project No. 1626-79*

The underground utility work is scheduled to begin October 26, 2016 (weather permitting). This work is expected to last approximately one week. Prior to the utility work, some small areas of trees will need to be cleared and trimmed. The majority of the tree removal will take place later this winter when the ground is frozen.

Surveyors will be out October 24, 2016 to stake utility offsets and property corners near the utility locations.