

## **MEMORANDUM**

TO: Common Council Members

FROM: Jeff Worrell

RE: March 5, 2018 Council Meeting General Claim Add-On

DATE: March 1, 2018

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Dear Council Members:

I would appreciate your approval to add an additional claim of \$2,000.00 to the overall claims run for the meeting on March 5, 2018. This item is to be paid to the Postmaster (Carmel Post Office Address). The city, through the Dept. of Community Relations & Economic Development, will be mailing letters to homeowners affected by the Home Place Annexation. The \$2,000.00 will go towards a pre-payment on the city's Postage Permit. I would appreciate your consideration in adding this item to the agenda so that the mailing can occur in a timely manner.

Sincerely,

Jeff Worrell