

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the acceptance of the final payment on the Whispering Meadows subdivision road project.

The Board approved Resolution 2017-006 allowing for special assessment of this project. Mr. Luebke notified the Town that he intends to pay off the final balance of these special assessments, closing out this project. Both Administrator Wisnefske and Mr. Luebke will be present if the Board has any further questions.

If the Board agrees, a motion to accept the payment would be in order.

SUGGESTED MOTION:

Motion to accept the final payment on the Whispering Meadows subdivision road project and consider it closed & complete.

Should you have any questions related to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey