

MEMORANDUM

**Business Item B**

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the Contractor's Application for Payment #2 for Deer Trail Estates Drainage Resolve submitted by Highway Landscapers, Inc in the amount of \$67,958.12.

Attached please find a copy of the Application for Payment #2 submitted by Highway Landscapers, Inc. for work performed in Deer Trail Estates.

The Administrator has reviewed the payment request and feels the amount is correct and should be paid.

If the Board agrees, a motion to approve the Application for Payment would be in order.

**Suggested Motion:**

*A motion to approve the Contractor's Application for Payment #2 submitted by Highway Landscapers, Inc. in the amount of \$67,958.12.*

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

Respectfully Submitted,  
Kelsey