

MEMORANDUM

**Business Item B**

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Application for Payment #1 submitted by Highway Landscapers Inc. for \$177,781.66.

Please find included in your packet a copy of the Application for Payment. The Administrator has reviewed the request and finds it to be correct and feels it should be paid.

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

**SUGGESTED MOTION:**

*A motion to approve the Application for Payment #1 submitted by Highway Landscapers Inc. for \$177,781.66.*

If you have any questions about this information, please call or e-mail me.

Respectfully Submitted,  
Kelsey