

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of an Agreement for Professional Service submitted by McMahon Associates to design, bid & construct the grading & graveling of Valley View Ct and Clayton Ridge in the amount of \$36,500.00.

This agreement is for the engineering/staking/etc that will begin the stubbing in of both roads. The roads will provide access to the Town-owned land between Fairview and Highway 10. Administrator Wisnefske has reviewed the agreement and recommends approval from the Board.

SUGGESTED MOTION(S):

Motion to approve the Agreement for Professional Service submitted by McMahon Associates in the amount of \$36,500.00

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

Respectfully Submitted,
Kelsey