

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of a release of retainage submitted by McMahon Associates to close out the Eagle Heights Dr & Wing Ln Water Main, Sanitary Sewer, Street & Stormwater Pond Construction project in the amount of \$5,000.

The retainage fee is the final amount requested to be paid by McMahon for this project. The work has been completed, Administrator Wisnefske has reviewed the request, and would recommend approval of the payment.

SUGGESTED MOTION(S):

Motion to approve payment of the retainage fee of \$5,000 submitted by McMahon Associates to MCC, Inc.

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

Respectfully submitted,
Kelsey