



**MAYOR AND COUNCIL COMMUNICATION**

DATE: 10/15/2013  
CONSENT  
ITEM #: 8

**AGENDA ITEM:** Production Well No. 4 – Pay Request No. 3  
**SUBMITTED BY:** Chad Isakson, Project Engineer  
**THROUGH:** Dean A. Zuleger, City Administrator  
**REVIEWED BY:** Jack Griffin, City Engineer  
Cathy Bendel, Finance Director  
Mike Bouthilet, Public Works

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**SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):**

- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

**SUMMARY AND ACTION REQUESTED:**

The City Council is respectfully requested to consider approving Pay Request No. 3 for the Production Well No. 4 project.

**STAFF REPORT:**

Keys Well Drilling Co., the Contractor for the project, has submitted Partial Pay Estimate No. 3 in the amount of \$31,407.00. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is \$4,011.75.

**RECOMMENDATION:**

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda*, Pay Request No. 3 for the Production Well No. 4 project. If removed from the consent agenda, the recommended motion for this action is as follows:

***“Move to approve Pay Request No. 3 to Keys Well Drilling Company in the amount of \$31,407.00, for the Production Well No. 4 Project”***

**ATTACHMENT(S):**

1. Partial Pay Estimate No. 3