ITEM REPORT
UTILITIES COMMISSION

Agenda Date: 10/7/2026
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Approve the Young Excavating Partial Pay Estimate No. 1 in the amount of $365,053.01 for the CSAH 48 Trail Connection Project, Municipal Project No. 4140

Approval Required: Simple Majority Vote

BACKGROUND

Young Excavating was awarded the contract for the CSAH 48 Trail Connection Project in the amount of $1,489,037.63 on August 18th, 2026.

Work completed for this partial pay estimate includes pavement removals, curb and gutter removals, common excavation, installing insulation, placement of aggregate base, installing curb and gutter, and installing concrete walk.

A copy of Pay Application No. 1 is included for information. WSB prepared this pay voucher and agrees with the amount represented.

FINANCIAL IMPLICATIONS

The contractor has earned $384,266.33 to date. Per the contract, the retainage is 5 percent. The table below reflects the amount due to the contractor.

Gross Amount Due:	$	384,266.33
Less 5% Retainage:	$	19,213.32
Amount Eligible for Payment To Date:	$	365,053.01
	$	
Less Previous Payments:	-	
Amount Due with Pay Voucher No. 1	**$**	**365,053.01**

The tables below reflect the updated costs and approved project budget to date.

Budget Line Item	Project Costs Based on Engineers Estimate	Project Costs Based on Bid Award
Construction Segment 1 (TA Portion)	$ 569,524.03	$ 637,434.88
Construction Segment 2 (HSIP Portion)	$ 741,147.35	$ 851,602.75
Construction Total	$ 1,310,671.38	$ 1,489,037.63
Engineering Segment 1 (TA Portion)	$ 182,609.29	$ 179,901.50
Engineering Segment 2 (HSIP Portion)	$ 237,637.71	$ 240,345.50
Engineering Total	$ 420,247.00	$ 420,247.00
ROW Acquisition Segment 1 (TA Portion)	$ 62,430.00	$ 62,430.00
ROW Acquisition Segment 2 (HSIP Portion)	$ 8,200.00	$ 8,200.00
ROW Acquisition Total	$ 70,630.00	$ 70,630.00
City Legal Segment 1 (TA Portion)	$ 4,500.00	$ 4,500.00
City Legal Segment 2 (HSIP Portion)	$ 5,500.00	$ 5,500.00
City Legal	$ 10,000.00	$ 10,000.00
Wetland Bank Credit	$ 1,478.89	$ 1,478.89
Total Project Budget	**$ 1,813,027.27**	**$ 1,991,393.52**

Project Funding Group	Funding Based on Engineers Estimate	Funding Based on Bid Award
TA Grant (Segment 1)	$ 455,619.22	$ 461,369.00
HSIP Grant (Segment 2)	$ 667,032.62	$ 750,000.00
Crow Wing County	$ 253,024.64	$ 313,902.15
City of Baxter MSAS	$ 458,734.98	$ 466,122.37
Total Project Funding	**$ 1,834,411.46**	**$ 1,991,393.52**

City of Baxter:		
City of Baxter TA Cost Share (20%)	$ 56,952.40	$ 57,671.13
City of Baxter HSIP Cost Share (10%)	$ 37,057.37	$ 41,662.50
Remainder of Construction	$ -	$ 39,500.69
Engineering	$ 302,286.58	$ 286,233.61
ROW Acquisition	$ 35,315.00	$ 35,315.00
City Legal	$ 5,000.00	$ 5,000.00
Wetland Bank Credit	$ 739.45	$ 739.45
Total City Cost:	**$ 437,350.80**	**$ 466,122.37**
Available MSAS to City	$ 458,734.98	$ 659,225.38
Remaining City Cost (Amount needed to fund project)	**$ (21,384.19)**	**$ (193,103.01)**

STAFF RECOMMENDATIONS

Staff recommends approval of the Young Excavating Partial Pay Estimate No. 1 in the amount of $365,053.01 for the CSAH 48 Trail Connection Project, Municipal Project No. 4140.

COUNCIL ACTION REQUESTED

MOTION to approve the Young Excavating Partial Pay Estimate No. 1 in the amount of $365,053.01 for the CSAH 48 Trail Connection Project, Municipal Project No. 4140.