



ITEM REPORT UTILITIES COMMISSION

Agenda Date: 4/8/2026
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Approve Plans and Specifications and Authorize Advertisement for Bids for 2026 Micro Surfacing Project

Approval Required: Simple Majority Vote

BACKGROUND

The City of Baxter has completed an annual micro surfacing project from 2021 to 2025.

The City Pavement Management Plan identifies 5.2 miles of city streets for the 2026 micro surfacing project consisting of:

- Baxter Drive, Conservation Drive, and Fairview Road (Conservation Drive to Baxter Drive)
- Excelsior Road from Inglewood Drive to roundabout at Edgewood Drive and west of Super One Foods east to the city limit
- Edgewood Drive from Excelsior Road to 400 feet north of Woida Road
- Dellwood Drive from Excelsior Road to 400 feet north of Woida Road and Whispering Woods Lane to Wise Road (CSAH 49).

These segments were paved between 2015 and 2018 and identified for micro surfacing with 2025 PASER ratings of 6, 7, and 8 and exhibited slight to moderate surface distress.

The Baxter City Council on December 16, 2025, approved the agreement for professional services with Bolton & Menk, Inc. in the not to exceed amount of \$59,312. In February Bolton & Menk met with city staff and reviewed the proposed segments. The following segments were removed from the 2026 project to better align with private development projects, there is additional median concrete median work required, or anticipated traffic patterns when TH 210 is reconstructed, and TH 371 and TH 210 Interchange is constructed.

- Excelsior Road from west of Super One Foods to Cypress Drive
- Edgewood Drive – Woida Road to 400 feet north of Woida Road
- Dellwood Drive – Excelsior Road to Design Road

On the north end of Dellwood Drive the east half of the street for a quarter mile south of Wise Road (CSAH 49) is in the City of Brainerd. The City of Brainerd has agreed to participate in the project for this segment.

FINANCIAL IMPLICATIONS

Funds will be taken from the Franchise Fee's that goes toward the Pavement Management Plan to pay for engineering fees. Based on the results of past projects, the estimated construction cost to complete the street segments identified for 2026 is \$697,267. The proposed engineering cost is \$59,312 for a total estimated project cost of \$756,579.

The current cost estimate is attached which has an estimated total project cost of \$716,329.80 with the City of Baxter portion being \$692,825.44 and City of Brainerd portion being \$23,504.36.

STAFF RECOMMENDATIONS

Staff recommend approving plans and specifications and ordering advertisement for bids for the 2026 Micro Surfacing Project.

COUNCIL ACTION REQUESTED

MOTION to approve plans and specifications and order advertisement for bids for the 2026 Micro Surfacing Project.