



ITEM REPORT UTILITIES COMMISSION

Agenda Date: 6/3/2026
Agenda Section: Information Only

Department Origination: Public Works

Agenda Item: 2027 CSAH 48 (Highland Scenic Road) Trail Connection Project Monthly Update

Approval Required: No Action Required

BACKGROUND

On July 16th, 2024 the City of Baxter approved the WSB Professional Services Contract for the 2026 CSAH 48 (Highland Scenic Road) Trail Connections Project (federally funded), municipal project number 4140. The first of two segments will connect Marohn Road/Foley Road to Ashdale Lane, and the second segment will connect Knollwood Drive. to Isle Drive. The pedestrian crossings at Marohn Road/Foley Road and Parkwood Drive are being updated as well with refuges/medians.

The project utilizes two grants that were awarded to the City of Baxter and Crow Wing County. A Highway Safety Improvement Program (HSIP) grant in the amount of \$750,000, and a Transportation Alternatives Program (TA) grant in the amount of \$461,369. The City of Baxter, Crow Wing County, and WSB have held meetings throughout the design stage to gather feedback, and the current plans and design are 100% complete.

WSB and City Staff are currently working with Crow Wing County to finalize a cost share agreement. These conversations are ongoing. The current anticipated cost share amount based on the engineer's estimate is shown in the Financial Implications table.

Easements for the project have been obtained, and the Right of Way Certificate was submitted to State Aid. State Aid approved the Right of Way Certificate, and it has been submitted to Central Office for review.

The plans, Right of Way Certificate, and specifications have been completed and reviewed by State Aid. They now need final review and approval from the Central Office. The project will be advertised and bid once final approvals have been received.

FINANCIAL IMPLICATIONS

WSB and City Staff have completed negotiations with property owners regarding easements. Easement acquisition did come in under the original budgeted amount.

With the removal of the retaining wall, both segments of the trail construction are currently anticipated to be properly funded. The tables below reflect the updated costs and project budget. The table also shows the current anticipated project cost for The City of Baxter with the anticipated Crow Wing County cost participation amount.

Budget Line Item	Project at Grant Award	Project at Engineering Award	Current Anticipated Project Costs
Construction Segment 1 (TA Portion)	\$ 385,695.83	\$ 383,286.00	\$ 570,719.03
Construction Segment 2 (HSIP Portion)	\$ 727,794.91	\$ 825,000.00	\$ 740,161.35
Construction Total	\$ 1,113,490.74	\$ 1,208,286.00	\$ 1,310,880.38
Engineering Segment 1 (TA Portion)	\$ 141,085.13	\$ 137,911.55	\$ 182,963.27
Engineering Segment 2 (HSIP Portion)	\$ 288,832.46	\$ 282,335.45	\$ 237,283.73
Engineering Total	\$ 429,917.59	\$ 420,247.00	\$ 420,247.00
ROW Acquisition Segment 1 (TA Portion)	\$ 37,650.00	\$ 37,650.00	\$ 62,430.00
ROW Acquisition Segment 2 (HSIP Portion)	\$ 33,350.00	\$ 33,350.00	\$ 8,200.00
ROW Acquisition Total	\$ 71,000.00	\$ 71,000.00	\$ 70,630.00
City Legal Segment 1 (TA Portion)	\$ 12,556.43	\$ 12,556.43	\$ 4,500.00
City Legal Segment 2 (HSIP Portion)	\$ 23,693.57	\$ 23,693.57	\$ 5,500.00
City Legal	\$ 36,250.00	\$ 36,250.00	\$ 10,000.00
Wetland Bank Credit			\$ 1,424.80
Total Project Budget	\$ 1,650,658.33	\$ 1,735,783.00	\$ 1,813,182.18

Project Funding Group	Project at Grant Award	Project at Engineering Award	Projected Funding
TA Grant (Segment 1)	\$ 308,556.66	\$ 306,629.00	\$ 456,575.22
HSIP Grant (Segment 2)	\$ 500,000.00	\$ 750,000.00	\$ 666,145.22
Crow Wing County	\$ 258,794.91	\$ 225,425.50	\$ 253,086.60
City of Baxter MSAS	\$ 583,306.77	\$ 453,728.50	\$ 458,808.13
Total Project Funding	\$ 1,650,658.33	\$ 1,735,783.00	\$ 1,834,615.17

City of Baxter:			
City of Baxter TA Cost Share (20%)	\$ 77,139.17	\$ 61,325.80	\$ 57,071.90
City of Baxter HSIP Cost Share (10%)	\$ 50,000.00	\$ 75,000.00	\$ 37,008.07
Remainder of Construction	\$ 177,794.91	\$ 15,331.20	\$ -
Engineering	\$ 429,917.59	\$ 420,247.00	\$ 302,267.77
ROW Acquisition	\$ 71,000.00	\$ 71,000.00	\$ 35,315.00
City Legal	\$ 36,250.00	\$ 36,250.00	\$ 5,000.00
Wetland Bank Credit			\$ 712.40
Total City Cost:	\$ 842,101.67	\$ 679,154.00	\$ 437,375.14
Available MSAS to City	\$ 583,306.77	\$ 453,728.50	\$ 458,808.13
Remaining City Cost (Amount needed to fund project)	\$ 258,794.91	\$ 225,425.50	\$ (21,432.99)

STAFF RECOMMENDATIONS

COUNCIL ACTION REQUESTED