

TO: Mayor and City Council

FROM: Allie Polsfuss City Administrator

RE: Professional Services Cost Share Agreement for
Transportation Planning Study

DATE: July 7, 2025



Overview:

Eagle View Elementary School and Crow Wing County are initiating an engineering study to evaluate and develop alternatives to address traffic and congestion issues affecting Eagle View Elementary School and County State Aid Highway (CSAH) 11. A Request for Proposals (RFP) will be issued to qualified consultants, with the study expected to be completed by January 2026.

Financial Impact:

A draft of the Professional Services Agreement is provided in *Attachment A*. The estimated cost of the study will be shared among the following entities:

- **Crow Wing County** – 50%
- **Eagle View Elementary School** – 40%
- **City of Breezy Point** – 5% (capped at \$5,000)
- **City of Pequot Lakes** – 5% (capped at \$5,000)

If approved, this will be incorporated the 2026 budget.

Council Action Requested:

Approve the Professional Services Agreement between Eagle View Elementary School, Crow Wing County, the City of Pequot Lakes, and the City of Breezy Point for the Transportation Planning Study.