



MEMO

Date: July 1, 2015
To: **Baxter City Council**
From: Aric Welch
Cc: Trevor Walter
Gordon Heitke
Project Name: College Road and Cypress Drive Turn Lane Improvements
Project No.: 0102B0274.000
Subject: **Project Update**

Brainerd/Baxter
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Summary of Work Completed Since Last Update

The plans and specifications are nearly complete. We are working with the property owner to locate the existing sprinkler system and will incorporate sprinkler system relocation into the plans.

Plans have been sent to underground utility owners for review. A meeting was held to discuss the impacts of the proposed improvements. There are significant impacts to the underground electric lines that will require the relocation of ground mounted equipment. Crow Wing Power has been supplied with a revised drawing showing the relocation site to be secured from the property owner.

Easements

An addition utility easement has been added along the south right-of-way of College Road to accommodate the relocation of underground utilities.

Permits and Approvals

There are no outside permits or approvals necessary to complete this project.

Project Schedule

We are awaiting responses from utility owners on the relocation plan and potential relocation costs. When costs are known they will be presented to the City for review. If the City decides to move forward with the project, it can be bid at any time.