

**CLOQUET PARKS COMMISSION
AGENDA**

**City Hall
Monday, July 2, 2018 4:30 p.m.**

ACTION TAKEN

1. Call to Order.

2. Approval of Minutes.

- a. June 4, 2018, Regular Commission Meeting.
(Additions, deletions, or corrections)

3. Announcements, Agenda Adjustments, Correspondence, and Other Comments.

4. Information and Reports.

- a. Commissioners Update/Other.
- Public Comments.
 - Commissioner's Report.
 - Krohn – Pine Valley Culverts, Lighting & Tubing.
- b. Community Ed Report –Ruth
- c. City Staff Report – Caleb/Les
- Pine Valley Trail.
 - Skatepark.
 - Dunlap Island.
 - Maintenance Activities.
 - 2019-2023 Capital Improvement Plan

5. Action Items.

- a. 2019 Park Fund Budget.

6. Future Items.

- Next Meeting (**Monday, August 6, 2018** – Pine Valley)

7. Adjourn.

Regular Meeting.
Parks Commission June 4, 2018 - 4:30 p.m.
City Hall

Present: C. Martinson, J. Badger, T. Urbanski, M. Krick, B. Wyman

Absent: T. Krohn, J. Fryc

Staff: C. Peterson, L. Peterson, K. Stedman, A. Chalberg, L. Anderson, J. Anderson

Others: Ruth Reeves, Jeff Rock, Sarah Buhs, Linda Bush-Niemi

MINUTES

The minutes of the May 7, 2018 regular meeting were presented. Motion by Wyman and 2nd by Krick to approve, motion carried 5-0.

ANNOUNCEMENTS, OTHER COMMENTS

None

INFORMATION AND REPORTS

COMMUNITY EDUCATION

The Beach opens tomorrow, today the lifeguard staff are having an in-service. A few more life guards are needed. Today is the last day for the sale of the discounted family passes. About 100 were sold which is typical. Tomorrow they will be full price at \$89.00. This year manager Kayla Cotner plans to again have specials like Grandparents free on Sundays and craft days on Friday. She will also continue theme weeks like shark week and bubble week. The cleaning is mostly complete and the painting looks awesome. Many thanks to the Park staff. The first round of concessions are on the shelves. The indoor pool is still available for laps and some swimming lessons. Ruth advises all to follow the Facebook page as all closings or other important information will be posted.

CLOQUET AREA FIRE DISTRICT

Public Education Coordinator Sarah Buhs of CAFD presented the graphics to be displayed on the life jacket boxes. The text includes simple steps for use of the life jackets, a liability disclaimer, and Minnesota law which requires children under 10 to be in a life jacket. This program emphasizes safety for the kids but there will be some adult sizes as well and extra jackets to restock the box if need be. Each jacket will be marked "Property of the NE Coalition". The best location for the box is being worked out with Les and the Park Department. This program has been possible through additional donations from Sappi, Cloquet Community Memorial Hospital as well as a huge discount on the jackets from L&M. There are 3 other life jacket boxes in the Duluth area and the goal is to grow this program in our area. A location for the box in Spafford has yet to be determined, but when up there will be a notification in the Pine Journal.

CITY STAFF REPORT

- The Skate Park is moving forward with Boldt working on submittals with Stantec and they hope to break ground mid June.
- The two scoreboards at Braun Park are still waiting for parts. All of the scoreboards are now obsolete and getting parts in the future will be difficult so during budget meetings this year a plan to begin replacing them should be considered.

- Dunlap Island looks a bit different than it did at this time last year. Commissioners and others are invited to stay after the meeting for a tour. The play-ground equipment has passed a final inspection. Landscaping and several areas of concrete are all that are left for completion which should be done in two to three weeks and then will be open to the public. An official opening and dedication will be considered for this fall, with perhaps all the Cloquet Park improvements being highlighted, discussion was tabled to the July 2nd meeting.
- The old landfill site on Freeman Road was explored as a viable site for the proposed dog park. It should provide enough space on the plateau portion for a ¾ acre area for small dogs and a 2.5 acre area for large dogs. It is estimated that 2300' of lineal fencing will be required at a cost of approximately \$70,000 and a new gate will be needed. The City crews will be able to haul in gravel and create parking. Commissioner Martinson has been checking out signage at other dog parks to determine what will be needed. Caleb will need to work this into the budget.
- Caleb toured the Pine Valley Trail and it is looking good, the upper loop is complete and the lower loop is 80-90% done. The ascent and descent trails will be about 2-3 weeks out. Even with the recent heavy rains the upper loop remained intact. Signage examples were shared and will need to include way finding, with perhaps some color coding for different portions, and standard symbols. A good line of sight is recommended for the intersections. Rules and etiquette should be noted at the trail head.
- The use of Wentworth Park for pickle ball was discussed, the area has been utilized as a parking zone and storage for neighboring businesses who have been asked to vacate several times in the past.

ACTION ITEMS

Linda Bush-Niemi from the Pinehurst Park Monday night church league, requests that the six different church youth groups be able to sell pre-packaged goods as a fund raiser during their game times.

Motion by Urbanski and 2nd by Martinson to approve the sale of prepackaged concessions at Pinehurst Park during church softball league games from 5 pm-10 pm Monday evenings, approval is granted for the 2018 softball season and includes only fundraising activities for local church youth groups, motion carried 5-0.

Barb Wyman, representing the 4th of July Committee presented a request of the Park Commission to waive the rental fee for Veteran's Park, as has been done in previous years, for the 4th of July festivities. The 4th of July Committee is also looking for volunteers.

Motion by Urbanski and 2nd by Krick to waive the rental fees for Veteran's Park for the 4th of July festivities as has been done in previous years, motion carried 5-0.

CORRESPONDENCE

Barb Wyman read her resignation letter as she is now a member of the City Council. She states she enjoyed her years as a Parks Commission member and will miss working with the group.

NEXT MEETING

The next meeting to be held July 2, 2018 - 4:30 p.m. at City Hall.

On motion duly carried by a unanimous ye a vote of all members present, the Parks Commission adjourned.

Secretary

City of Cloquet, Minnesota

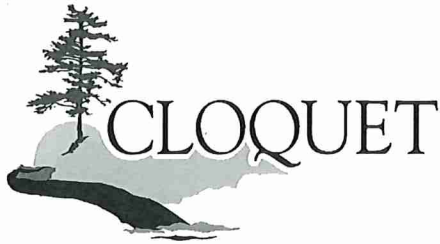
Capital Plan

2018 thru 2022

PROJECTS BY YEAR

| Project Name | Department | Project # | Priority | Project Cost |
|--|--------------------|------------|----------|-------------------|
| 2018 | | | | |
| Cable TV Equipment Replacement | Administration | A-004 | 3 | 5,000 |
| City Hall Network Server Replacement | Administration | A-007 | 2 | 20,000 |
| City Hall Technology and Laserfiche Project | Administration | A-014 | 3 | 10,000 |
| Blank | Administration | Blank - 01 | n/a | 0 |
| (New) - Engineering Survey Equipment | Engineering | EE-004 | 3 | 25,000 |
| Replacement of 2003 Toro Workman Groomer | Parks | PE-611 | 3 | 20,000 |
| Pine Valley Park Improvements | Parks | PP-010 | 5 | 550,000 |
| General Park Development Design | Parks | PP-018 | 2 | 20,000 |
| Pine Valley Facility Improvements | Parks | PP-019 | 2 | 600,000 |
| Squad Car Replacement | Police | PD-002 | 2 | 90,000 |
| Records Management/Computer Aided Dispatch Systems | Police | PD-011 | 3 | 46,500 |
| Replacement of John Deere Loader | Street | SE-202 | 3 | 150,000 |
| Replacement of Air Compressor | Street | SE-218 | 4 | 30,000 |
| Miscellaneous Street Repair and Overlays | Street | STP-010 | 3 | 660,000 |
| Public Works Garage Roof Replacement | Street | STP-021 | 2 | 20,000 |
| Pine Tree Plaza Frontage Road | Street | STP-032 | 1 | 470,000 |
| Cloquet Avenue Streetscape | Street | STP-040 | 2 | 2,000,000 |
| West End Arch Street/Park Avenue Reconstruction | Street & Utilities | STUP-006 | 3 | 1,895,000 |
| Replacement of 1998 John Deere 1445 Tractor/Mower | Water | WE-306 | 3 | 42,000 |
| Filter Plant - Spring Lake | Water | WP-021 | 3 | 5,200,000 |
| Total for 2018 | | | | 11,853,500 |
| 2019 | | | | |
| Cable TV Equipment Replacement | Administration | A-004 | 3 | 2,500 |
| Blank | Administration | Blank - 01 | n/a | 0 |
| Pinehurst Park Equipment Improvements | Parks | PP-013 | 1 | 100,000 |
| Regional Trail Development | Parks | PP-017 | 2 | 100,000 |
| General Park Development Design | Parks | PP-018 | 2 | 20,000 |
| Pinehurst Park Warming House | Parks | PP-037 | 3 | 100,000 |
| Squad Car Replacement | Police | PD-002 | 2 | 90,000 |
| Sanitary Sewer CIPP Lining | Sewer | SWP-005 | 1 | 150,000 |
| Replacement of 2000 Grader | Street | SE-203 | 3 | 350,000 |
| Replacement of 2007 GMC K2500 Pick-up Truck | Street | SE-231 | 3 | 25,000 |
| Replace 1997 Chevrolet K1500 Pick-up Truck | Street | SE-233 | 3 | 25,000 |
| Miscellaneous Street Repair and Overlays | Street | STP-010 | 3 | 622,000 |
| (New) - Trunk Hwy 33/Cloquet Ave Ped Crossing | Street | STP-041 | 3 | 15,000 |
| Antus Addition/14th Street Utility Extension | Street & Utilities | STUP-008 | n/a | 1,250,000 |
| Painting of 2MG Station 2 Reservoir | Water | WP-019 | 2 | 570,000 |
| Painting of 5MG Harris Reservoir | Water | WP-020 | 3 | 945,000 |
| Filter Plant - Well 11 | Water | WP-022 | 3 | 1,700,000 |
| Total for 2019 | | | | 6,064,500 |
| 2020 | | | | |

| Project Name | Department | Project # | Priority | Project Cost |
|---|--------------------|------------|----------|-------------------|
| Cable TV Equipment Replacement | Administration | A-004 | 3 | 2,500 |
| City Building Energy & Renovation Projects | Administration | A-012 | 2 | 6,400,000 |
| Blank | Administration | Blank - 01 | n/a | 0 |
| Replacement of 2010 Single Axle Ford Dump Truck | Parks | PE-601 | 3 | 40,000 |
| Braun Park Field Irrigation | Parks | PP-011 | 1 | 200,000 |
| Squad Car Replacement | Police | PD-002 | 2 | 90,000 |
| (Chg) Replacement of 1996 Single Axle Dump Truck | Street | SE-208 | 4 | 200,000 |
| Replacement of 1969 John Deere Dozer | Street | SE-219 | 5 | 0 |
| Replacement of 2005 Chevrolet K1500 Pick-Up | Street | SE-504 | 2 | 20,000 |
| Miscellaneous Street Repair and Overlays | Street | STP-010 | 3 | 665,000 |
| Public Works Garage Roof Replacement | Street | STP-021 | 2 | 20,000 |
| 17th Street Reconstruction | Street & Utilities | STUP-002 | 5 | 725,000 |
| (New) 14th Street Utility Infrastructure | Street & Utilities | STUP-012 | 2 | 2,000,000 |
| Replacement of 2005 One-Ton Pickup | Water | WE-301 | 3 | 50,000 |
| Replacement of 2000 ABU Trailer | Water | WE-304 | 3 | 10,000 |
| Total for 2020 | | | | 10,422,500 |
| 2021 | | | | |
| Cable TV Equipment Replacement | Administration | A-004 | 3 | 8,000 |
| City Hall Network Server Replacement | Administration | A-007 | 2 | 25,000 |
| Blank | Administration | Blank - 01 | n/a | 0 |
| (New) - Engineering Survey Equipment | Engineering | EE-004 | 3 | 35,000 |
| (Chg) Replace 2011 John Deere Front Mower | Parks | PE-602 | 3 | 41,000 |
| Athletic Park Re-design and Development | Parks | PP-015 | 3 | 1,000,000 |
| Squad Car Replacement | Police | PD-002 | 2 | 90,000 |
| Sanitary Sewer CIPP Lining | Sewer | SWP-005 | 1 | 150,000 |
| Replacement of 2008 Loader | Street | SE-201 | 3 | 160,000 |
| (Chg) Replacement of 2004 Single Axle Dump Truck | Street | SE-211 | 3 | 80,000 |
| (Chg) 2006 Towmaster Light Equipment Trailer | Street | SE-217 | 3 | 12,000 |
| Replacement of 2006 Case Rubber Tired Backhoe | Street | SE-227 | 3 | 150,000 |
| Miscellaneous Street Repair and Overlays | Street | STP-010 | 3 | 665,000 |
| 20th Street Reconstruction | Street & Utilities | STUP-005 | 2 | 945,000 |
| Water Tower | Water | WP-023 | 3 | 2,000,000 |
| Total for 2021 | | | | 5,341,000 |
| 2022 | | | | |
| Blank | Administration | Blank - 01 | n/a | 0 |
| Replacement of 2012 Ford Dump Truck | Parks | PE-604 | 3 | 54,000 |
| Veterans Park Improvements | Parks | PP-024 | 2 | 250,000 |
| Squad Car Replacement | Police | PD-002 | 2 | 90,000 |
| (Chg) 2011 Towmaster Equipment Trailer | Street | SE-216 | 2 | 30,000 |
| Replacement of 2007 Ford F-250 Pickup Truck | Street | SE-220 | 4 | 28,000 |
| Replacement of 2012 Ford F-350 One-Ton Dump Truck | Street | SE-226 | 3 | 65,000 |
| (New) - Armory Road Area | Street | STP-043 | 3 | 2,400,000 |
| (New) - Selmser Ave Reconstruct | Street & Utilities | STUP-013 | 3 | 1,275,000 |
| Replacement of 2012 Ford Pickup | Water | WE-303 | 4 | 33,000 |
| (Chg) Replace 2011 Hyundai Tracked Excavator | Water | WE-305 | 2 | 300,000 |
| Total for 2022 | | | | 4,525,000 |
| GRAND TOTAL | | | | 38,206,500 |



DEPARTMENT OF PUBLIC WORKS

1307 Cloquet Avenue; Cloquet, MN 55720
Phone: (218) 879-6758 Fax: (218) 879-6555
Street - Water - Sewer – Engineering - Park
www.ci.cloquet.mn.us

REQUEST FOR ACTION

To: Park Commission
From: Caleb Peterson, Public Works Director
Date: July 2, 2018

ITEM DESCRIPTION: 2019 Park Fund Budget.

Proposed Action

Staff recommends the Park Commission **MOVE TO RECOMMEND APPROVAL OF THE 2019 PARK FUND OPERATING BUDGET.**

Background/Overview

According to your by-laws, each year the Commission should submit an operating budget request to the City Council. As is typical, staff has prepared the 2019 budget request for Commission review. Most items in the operating budget are fixed costs such as staffing, utility bills, and basic supplies. Costs are adjusted annually to keep up with inflation and changes to facility operations due to capital improvements.

Due to the upcoming retirement of our Street/Park Supervisor, Public Works has been doing some long-term planning on the future of our organizational structure. It has long been a goal to hire a full time Park Director as identified in the Park Master Plan. To achieve reorganization thru attrition, this new position has been included in the draft budget. If supported by the Commission this would be a logical time to make such a request for future consideration.

Policy Objectives

Master Plan Goal 10.2: To better orchestrate parks programs, activities, and outreach, the city should consider establishing a staff-level position responsible for scheduling and program oversight; volunteer training, recruitment, and recognition; maintaining working agreements with partners; and reporting to the Parks Commission.

Financial/Budget/Grant Considerations

N/A.

Supporting Documentation Attached

Draft Budget Request.

**City of Cloquet
2019 Budget**

| GENERAL FUND | | | | | | | | | |
|--|---|----------------|----------------|--------------------------|----------------|-------------------|------------------|------------------|------------------|
| FUND 101 (previously Fund 226) | | | | | | | | | |
| Acct # | Account Description | 2016 ACTUAL | 2017 ACTUAL | 5/22/2018 2018 YTD | 2018 BUDGET | 2019 PROPOSED | 2020 PLANNING | 2021 PLANNING | 2022 PLANNING |
| PARK | | | | | | | | | |
| SWIMMING POND | | | | | | | | | |
| SUPPLIES (101-45-514-2) | | | | | | | | | |
| 0216 | CHEMICALS & CHEMICAL PRODUCTS | 2,433 | 4,552 | 38 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 0229 | OTHER MAINTENANCE SUPPLIES | 2,480 | 2,347 | 68 | 100 | 100 | 100 | 100 | 100 |
| 0581 | OTHER EQUIPMENT (-5,000) | 3,699 | 950 | - | - | - | - | - | - |
| | SUBTOTAL | 8,612 | 7,849 | 106 | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 |
| OTHER SERVICES & CHARGES (101-45-514-3) | | | | | | | | | |
| 0307 | CONTRACTED & OTHER LABOR | 52,042 | 43,268 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 0319 | MISCELLANEOUS EXPENSE | 713 | 1,215 | 315 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 0321 | TELEPHONE/CELL PHONE/INTERNET | 967 | 750 | 121 | 500 | 500 | 500 | 500 | 500 |
| 0361 | LIABILITY INSURANCE | 6,200 | 9,000 | - | 8,500 | 8,500 | 8,500 | 8,500 | 8,500 |
| 0381 | ELECTRIC SERVICE | 10,041 | 10,870 | 1,460 | 9,700 | 9,700 | 9,700 | 9,700 | 9,700 |
| 0382 | WATER, SEWER, & STORMWATER | 14,173 | 16,656 | 617 | 13,000 | 13,000 | 13,000 | 13,000 | 13,000 |
| 0383 | NATURAL GAS SERVICE | 1,380 | 1,308 | 883 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 0401 | BUILDING MAINTENANCE | 932 | 3,008 | 279 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 0402 | EQUIPMENT MAINTENANCE | 4,134 | 190 | - | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 0405 | PUMP & MOTOR MAINT | 925 | - | - | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| | SUBTOTAL | 93,507 | 86,265 | 3,675 | 90,200 | 90,200 | 90,200 | 90,200 | 90,200 |
| | TOTAL SWIMMING POND EXPENDITURES | 102,119 | 94,114 | 3,781 | 92,800 | 92,800 | 92,800 | 92,800 | 92,800 |
| PARK SUPERVISION | | | | | | | | | |
| PERSONAL SERVICES (101-45-521-1) | | | | | | | | | |
| 0101 | SALARIES - FT - REGULAR | 34,098 | 31,797 | 19,788 | 48,200 | - | - | - | - |
| 0103 | SALARIES - FT - 1.5 | 1,113 | 1,431 | 579 | 800 | - | - | - | - |
| 0104 | SALARIES - FT - 2.0 | 242 | 154 | 262 | 200 | - | - | - | - |
| 0121 | PERA CONTRIBUTIONS | 2,645 | 2,421 | 1,529 | 3,600 | - | - | - | - |
| 0122 | FICA CONTRIBUTIONS | 2,139 | 1,981 | 1,269 | 3,000 | - | - | - | - |
| 0123 | MEDICARE CONTRIBUTIONS | 500 | 463 | 297 | 700 | - | - | - | - |
| 0124 | VEBA CONTRIBUTIONS | 526 | 634 | 38 | - | - | - | - | - |
| 0131 | HEALTH INSURANCE | 1,777 | 3,072 | 2,065 | 7,200 | - | - | - | - |
| 0132 | DENTAL INSURANCE | 217 | 164 | 107 | 375 | - | - | - | - |
| 0133 | LIFE INSURANCE | 72 | 58 | 26 | 100 | - | - | - | - |
| 0134 | DEFERRED COMPENSATION | - | 277 | - | - | - | - | - | - |
| 0151 | WORKERS COMPENSATION | 3,149 | 3,651 | 2,072 | 2,000 | - | - | - | - |
| | SUBTOTAL | 46,478 | 46,103 | 28,031 | 66,175 | - | - | - | - |
| OTHER SERVICES & CHARGES (101-45-521-3) | | | | | | | | | |
| 0321 | TELEPHONE/CELL PHONE/INTERNET | 100 | 145 | 75 | 150 | - | - | - | - |
| 0331 | TRAVEL/TRAINING/SCHOOL | - | 13 | 121 | - | - | - | - | - |
| | SUBTOTAL | 100 | 158 | 196 | 150 | - | - | - | - |
| | TOTAL SUPERVISION EXPENDITURES | 46,578 | 46,261 | 28,227 | 66,325 | - | - | - | - |

2019 Budget

| GENERAL FUND | | | | | | | | | | |
|--|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------------------------|
| FUND 101 (previously Fund 226) | | | | 5/22/2018 | | | | | | |
| Acct # | Account Description | 2016 | 2017 | 2018 | 2018 | 2019 | 2020 | 2021 | 2022 | |
| | | ACTUAL | ACTUAL | YTD | BUDGET | PROPOSED | PLANNING | PLANNING | PLANNING | |
| OTHER PARK AREAS | | | | | | | | | | |
| PERSONAL SERVICES (101-45-522-1) | | | | | | | | | | |
| 0101 | SALARIES - FT - REGULAR | 109,480 | 114,665 | 53,063 | 120,150 | 86,400 | 134,550 | 142,750 | 142,750 | Add Park Director Position |
| 0103 | SALARIES - FT - 1.5 | 7,333 | 10,619 | 4,200 | 2,500 | 3,500 | 2,500 | 2,500 | 2,500 | \$ 10,000 Additional Employee |
| 0104 | SALARIES - FT - 2.0 | 1,693 | 2,871 | 2,172 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | \$ 2,000 Additional Employee |
| 0105 | SALARIES - TEMP - REGULAR | 18,530 | 19,750 | 1,525 | 30,250 | 32,000 | 33,500 | 35,000 | 35,000 | |
| 0107 | SALARIES - TEMP - 1.5 | - | - | - | - | - | - | - | - | |
| 0109 | SALARIES - PART TIME | 1,966 | 3,368 | 4,265 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 0112 | SALARIES - JOB DIFFERENTIAL | 501 | 759 | 44 | 250 | - | 250 | 250 | 250 | |
| 0121 | PERA CONTRIBUTIONS | 8,826 | 9,665 | 4,461 | 9,350 | 6,850 | 10,400 | 11,000 | 11,000 | |
| 0122 | FICA CONTRIBUTIONS | 8,311 | 8,976 | 3,943 | 9,900 | 8,000 | 12,000 | 12,600 | 12,600 | |
| 0123 | MEDICARE CONTRIBUTIONS | 1,944 | 2,099 | 922 | 2,300 | 1,850 | 2,800 | 2,900 | 2,900 | |
| 0124 | VEBA CONTRIBUTIONS | 2,252 | 1,960 | 375 | 1,000 | 760 | 1,000 | 1,000 | 1,000 | |
| 0131 | HEALTH INSURANCE | 5,937 | 9,034 | 3,730 | 9,000 | 9,700 | 11,000 | 12,000 | 12,000 | |
| 0132 | DENTAL INSURANCE | 1,925 | 1,925 | 802 | 2,250 | 1,900 | 2,250 | 2,250 | 2,250 | |
| 0133 | LIFE INSURANCE | 397 | 360 | 150 | 450 | 300 | 450 | 450 | 450 | |
| 0142 | UNEMPLOYMENT COMP BENEFITS | - | 855 | - | - | - | - | - | - | |
| 0151 | WORKERS COMP INSURANCE | 11,127 | 12,580 | 8,847 | 9,000 | 9,500 | 11,000 | 12,000 | 12,000 | |
| | SUBTOTAL | 180,222 | 199,286 | 88,499 | 202,900 | 167,250 | 228,200 | 241,200 | 241,200 | |
| SUPPLIES (101-45-522-2) | | | | | | | | | | |
| 0200 | OFFICE SUPPLIES | 344 | 318 | 13 | 100 | 100 | 100 | 100 | 100 | |
| 0212 | MOTOR FUELS | 5,316 | 9,579 | 4,021 | 8,000 | 9,000 | 9,000 | 9,000 | 9,000 | |
| 0215 | SHOP MATERIALS | - | - | - | 100 | 100 | 100 | 100 | 100 | |
| 0219 | OTHER OPERATING SUPPLIES | 10,968 | 19,281 | 8,958 | 12,000 | 12,900 | 12,000 | 12,000 | 12,000 | \$ 15,000 Additional Facilities |
| 0229 | OTHER MAINTENANCE SUPPLIES | 7,111 | 3,133 | 2,979 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 0240 | SMALL TOOLS & EQUIPMENT | 1,685 | - | - | - | - | - | - | - | |
| 0581 | OTHER EQUIPMENT (-5,000) | - | - | - | 300 | 300 | 300 | 300 | 300 | |
| | SUBTOTAL | 25,424 | 32,311 | 15,972 | 25,500 | 26,500 | 26,500 | 26,500 | 26,500 | |
| OTHER SERVICES & CHARGES (101-45-522-3) | | | | | | | | | | |
| 0305 | MEDICAL & DENTAL FEES | - | 193 | - | - | - | - | - | - | |
| 0307 | CONTRACTED LABOR (TUBING HILL) | - | - | - | 6,500 | 6,500 | 6,500 | 6,500 | 6,500 | |
| 0319 | MISCELLANEOUS EXPENSE | 1,078 | 842 | 1,048 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 | \$ 3,000 |
| 0321 | TELEPHONE/CELL PHONE/INTERNET | 2,790 | 5,630 | 905 | 2,000 | 3,000 | 2,000 | 2,000 | 2,000 | |
| 0331 | TRAVEL/TRAINING/CONFERENCE | - | - | 440 | - | - | - | - | - | |
| 0361 | PROPERTY & LIABILITY INSURANCE | 14,892 | 14,880 | 32,485 | 18,000 | 18,000 | 18,000 | 18,000 | 18,000 | \$ 33,000 CAHA insurance |
| 0380 | FUEL OIL | 1,724 | 2,269 | 1,837 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | \$ 2,500 |
| 0381 | ELECTRIC SERVICE | 14,192 | 15,006 | 4,975 | 15,700 | 15,700 | 15,700 | 15,700 | 15,700 | |
| 0382 | WATER, SEWER, & STORMWATER | 12,529 | 12,154 | 3,396 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | \$ 13,500 Rate Increases |
| 0383 | NATURAL GAS SERVICE | 4,190 | 4,588 | 2,653 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | \$ 5,000 New Facilities/Use |
| 0384 | REFUSE DISPOSAL SERVICE | 5,877 | 5,303 | 1,374 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 0401 | BUILDING MAINTENANCE | 1,726 | 6,670 | 175 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 0402 | EQUIPMENT MAINTENANCE | 6,431 | 7,372 | 2,079 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | |
| 0403 | VEHICLE MAINTENANCE | 2,124 | 1,333 | - | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 0417 | UNIFORM/SAFETY BOOTS | - | - | 300 | - | - | - | - | - | \$ 1,500 |
| 0530 | IMPROVEMENT OTHER THAN BLDG | 15,047 | 5,021 | 5,528 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | |
| | SUBTOTAL | 82,600 | 81,261 | 57,195 | 92,700 | 93,700 | 92,700 | 92,700 | 92,700 | |
| CAPITAL OUTLAY (101-45-522-4) | | | | | | | | | | |
| 0520 | BUILDINGS & STRUCTURES | - | - | - | - | - | - | - | - | |
| 0530 | IMPROVEMENT OTHER THAN BLDG | 14,596 | 7,483 | 2,033 | 20,000 | 20,000 | - | - | - | \$ - No longer needed |
| 0580 | OTHER EQUIPMENT (+5,000) | - | 10,912 | - | - | - | - | - | - | |
| 0585 | SKI JUMP, TUBING HILL MAINT/IMPROV | - | 8,277 | - | - | - | - | - | - | |
| 0586 | SKI TRAIL MAINT/IMPROV | - | - | - | - | - | - | - | - | |
| 0587 | PARKING LOT MAINT/IMPROV | - | - | - | - | - | - | - | - | |
| 0588 | SKI CHALET MAINT/IMPROV | - | - | 4,600 | - | - | - | - | - | |
| 0590 | BALLFIELD MAINT/IMPROV | 1,477 | 1,328 | - | - | - | - | - | - | |
| 0591 | LIGHTING MAINT/IMPROV | 385 | 232 | - | - | - | - | - | - | |
| 0592 | WARMING HOUSE, PICNIC SHELTER | 345 | 3,379 | - | - | - | - | - | - | |
| 0593 | PLAYGROUND EQUIP MAINT/IMPROV | 22,950 | 221 | 722 | - | - | - | - | - | |
| 0594 | LANDSCAPE, SITE, TREE MAINT/IMPROV | 2,855 | 3,067 | 82 | - | - | - | - | - | |
| 0595 | HARD SERVICE, TRAILS, MAINT/IMPROV | - | - | - | - | - | - | - | - | |
| 0596 | TENNIS, BASKETBALL MAINT/IMPROV | - | - | - | - | - | - | - | - | |
| 0599 | OTHER MAINT/IMPROV | 11,037 | 3,220 | - | - | - | - | - | - | |
| | SUBTOTAL | 53,645 | 38,119 | 7,437 | 20,000 | 20,000 | - | - | - | |
| TOTAL PARK AREAS EXPENDITURES | | 341,891 | 350,977 | 169,102 | 341,100 | 307,450 | 347,400 | 360,400 | 360,400 | |

2019 Budget

| GENERAL FUND | | | | | | | | | |
|--------------------------------|---|---------|---------|-----------|---------|-------------------|----------|----------|--------------------------|
| FUND 101 (previously Fund 226) | | | | 5/22/2018 | | | | | |
| Acct # | Account Description | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | |
| | | ACTUAL | ACTUAL | YTD | BUDGET | PROPOSED | PLANNING | PLANNING | PLANNING |
| OTHER PARK ACTIVITIES | | | | | | | | | |
| | OTHER SERVICES & CHARGES (101-45-533-3) | | | | | | | | |
| 0652 | COMMUNITY EDUCATION CONTRACT | 69,700 | 70,750 | 36,088 | 72,500 | 72,500 | 72,500 | 72,500 | 72,500 \$ 73,600 2% COLA |
| | TOTAL OTHER PARK ACTIVITIES EXPEND | 69,700 | 70,750 | 36,088 | 72,500 | 72,500 | 72,500 | 72,500 | 72,500 |
| | TOTAL EXPENDITURES | 560,288 | 562,102 | 237,197 | 572,725 | 472,750 | 512,700 | 525,700 | 525,700 |

**City of Cloquet
2019 Budget**

| GENERAL FUND | | 2016 | 2017 | 5/22/2018 | 2018 | 2019 | 2020 | 2021 | 2022 |
|---|------------------------------------|------------------|------------------|----------------|------------------|------------------|------------------|------------------|------------------|
| FUND 101 | | ACTUAL | ACTUAL | 2018 | BUDGET | PROPOSED | PLANNING | PLANNING | PLANNING |
| Acct # | Account Description | | | YTD | | | | | |
| REVENUES | | | | | | | | | |
| TAXES (101-31-310 & 340-0) | | | | | | | | | |
| 1010 | CURRENT PROPERTY TAXES | 1,800,113 | 2,071,724 | - | 2,042,000 | 2,060,000 | 2,300,000 | 2,280,000 | 2,280,000 |
| 1020 | DELINQUENT PROPERTY TAXES | 34,554 | 39,688 | 20,516 | - | - | - | - | - |
| 1410 | LODGING TAX | 57,534 | 54,509 | 14,300 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| | SUBTOTAL | 1,892,201 | 2,165,921 | 34,816 | 2,097,000 | 2,115,000 | 2,355,000 | 2,335,000 | 2,335,000 |
| LICENSES AND PERMITS (101-32-320 & 322-0) | | | | | | | | | |
| 2110 | ALCOHOLIC BEVERAGES | 31,410 | 33,821 | 22,430 | 36,500 | 35,000 | 35,000 | 35,000 | 35,000 |
| 2170 | AMUSEMENT | 990 | 758 | 775 | 1,600 | 1,000 | 1,000 | 1,000 | 1,000 |
| 2190 | OTHER BUSINESS LICENSE | 10,388 | 7,075 | 4,750 | 9,000 | 9,000 | 9,000 | 9,000 | 9,000 |
| 2210 | BUILDING PERMIT - CITY | 64,373 | 81,246 | 11,088 | 75,000 | 85,000 | 85,000 | 85,000 | 85,000 |
| 2211 | BUILDING PERMIT - SCANLON | - | 1,832 | 2,460 | - | - | - | - | - |
| 2220 | BUILDING PERMITS - STATE | 3,144 | 4,218 | 300 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| 2221 | BUILDING PERMITS - SCANLON - STATE | - | - | 26 | - | - | - | - | - |
| 2225 | MECHANICAL PERMITS | 4,050 | 4,840 | 1,395 | 2,500 | 5,000 | 5,000 | 5,000 | 5,000 |
| 2230 | PLUMBING PERMITS - CITY | 3,450 | 4,170 | 1,275 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| 2235 | PLUMBING PERMITS - WLSSD | 5,678 | 564 | - | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 2260 | EXCAVATION LICENSES | 425 | 800 | 300 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 2270 | GRADING PERMITS | 773 | 186 | 137 | 500 | 500 | 500 | 500 | 500 |
| 2280 | RENTAL PERMITS & INSPECTIONS | - | - | - | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 2290 | OTHER PERMITS | 2,530 | 1,111 | 725 | 2,000 | 2,000 | 2,500 | 2,500 | 2,500 |
| | SUBTOTAL | 127,211 | 140,621 | 45,661 | 211,600 | 222,000 | 222,500 | 222,500 | 222,500 |
| INTERGOVERNMENTAL (101-33-331, 334 & 336-0) | | | | | | | | | |
| 3160 | FEDERAL GRANTS-OTHER | 2,747 | 1,857 | - | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 3401 | LOCAL GOVT AID (LGA) | 2,356,480 | 2,363,635 | - | 2,478,000 | 2,478,000 | 2,478,000 | 2,478,000 | 2,478,000 |
| 3402 | MARKET VALUE CREDIT | 340 | 374 | - | - | - | - | - | - |
| 3407 | PERA AID | 11,608 | 11,608 | - | 11,600 | 11,600 | 11,600 | 11,600 | 11,600 |
| 3418 | MSA MAINTENANCE | 241,267 | 241,825 | 160,286 | 250,000 | 255,000 | 260,000 | 260,000 | 260,000 |
| 3430 | INSUR PREM TAX-P.D. | 166,754 | 177,743 | - | 175,000 | 180,000 | 180,000 | 180,000 | 180,000 |
| 3460 | STATE GRANTS - HIGHWAYS | - | - | - | - | - | - | - | - |
| 3490 | STATE GRANTS - OTHER | 6,253 | 6,676 | - | 7,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 3495 | POLICE OT GRANTS | - | 8,721 | 909 | 10,000 | 15,000 | 20,000 | 25,000 | 25,000 |
| 3619 | COUNTY GRANTS - HWYS | 1,800 | 1,800 | 900 | 1,800 | 1,800 | 1,800 | 1,800 | 1,800 |
| 3690 | COUNTY/LOCAL GRANTS - OTHER | - | - | - | - | - | - | - | - |
| 3695 | SCHOOL GRANTS - OTHER | - | - | - | - | - | - | - | - |
| | SUBTOTAL | 2,787,249 | 2,814,239 | 162,095 | 2,935,900 | 2,953,900 | 2,963,900 | 2,968,900 | 2,968,900 |
| CHARGES FOR SERVICES (101-34-341, 342 & 343-0) | | | | | | | | | |
| 4103 | ZONING & SUBD FEES | 8,899 | 8,475 | 2,375 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 4104 | PLAN CHECK FEES | 17,142 | 12,761 | 814 | 20,000 | 30,000 | 35,000 | 35,000 | 35,000 |
| 4105 | SALE OF MAPS | - | - | 18 | - | - | - | - | - |
| 4106 | LABOR, EQUIP - PLANNING AND ZONING | 400 | 400 | 280 | - | - | - | - | - |
| 4107 | ASSESSMENT SEARCHES | 10,700 | 8,950 | 3,945 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 4108 | PLAN CHECK FEES - SCANLON | - | 379 | 909 | - | - | - | - | - |
| 4190 | OTHER FEES - GENERAL GOVERNMENT | 26,915 | 39,084 | 13,142 | 27,000 | 28,000 | 29,000 | 29,000 | 29,000 |
| 4201 | SCANLON POLICING SERVICES | 114,500 | 117,650 | 50,148 | 120,350 | 123,000 | 125,000 | 127,000 | 127,000 |
| 4202 | SCHOOL POLICE OFFICER | - | 29,902 | 30,526 | 76,500 | 78,000 | 79,500 | 80,000 | 80,000 |
| 4203 | POLICE REPORTS | 1,011 | 1,257 | 746 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 4206 | CREDIT BUREAU COLLECTIONS | - | 270 | - | - | - | - | - | - |
| 4250 | LABOR, EQUIP - PUBLIC SAFETY | 1,186 | - | 75 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 4255 | POLICE REIMBURSEMENTS | 9,560 | 10,501 | 913 | 10,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 4290 | OTHER FEES - PUBLIC SAFETY | 2,814 | 2,820 | 1,854 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 4350 | LABOR, EQUIP - STREETS | 26,791 | 23,882 | 10,830 | 35,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 4390 | OTHER FEES - STREETS | 6,244 | - | - | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 4720 | SWIMMING POOL FEES | 51,119 | 47,058 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 4730 | PARK FEES | 417 | 6,958 | 2,875 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| 4740 | PARK & RECREATION CONCESSIONS | 11,821 | 8,150 | - | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 4755 | CAMPING REVENUES | 52,482 | 50,126 | 2,464 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 4760 | PINE VALLEY SKI & TUBING FEES | - | - | - | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 4790 | OTHER FEES - PARK | 873 | 2,189 | 817 | 5,500 | 5,000 | 5,000 | 5,000 | 5,000 |
| | SUBTOTAL | 342,874 | 370,812 | 122,730 | 437,850 | 462,500 | 472,000 | 474,500 | 474,500 |

Recommend 2019 Fee Increase

**City of Cloquet
2019 Budget**

| GENERAL FUND | | 2016 | 2017 | 5/22/2018 | 2018 | 2019 | 2020 | 2021 | 2022 |
|--|--|------------------|------------------|----------------|------------------|------------------|------------------|------------------|------------------|
| FUND 101 | | ACTUAL | ACTUAL | 2018 | BUDGET | PROPOSED | PLANNING | PLANNING | PLANNING |
| Acct # | Account Description | | | YTD | | | | | |
| FINES & FORFEITS (101-35-351-0) | | | | | | | | | |
| 5110 | COURT FINES | 52,488 | 57,835 | 23,973 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 5150 | POLICE FORFEITURES & RPA | 4,835 | 12,960 | 8,803 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5160 | ADMINISTRATION FINES | - | - | - | - | - | - | - | - |
| 5190 | OTHER FINES | - | - | - | - | - | - | - | - |
| | SUBTOTAL | 57,323 | 70,795 | 32,777 | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 |
| MISCELLANEOUS (101-36-362-0) | | | | | | | | | |
| 6210 | INTEREST EARNINGS | 34,772 | 64,486 | 56,365 | 155,000 | 125,000 | 150,000 | 175,000 | 200,000 |
| 6217 | LOAN REPAYMENTS | 3,565 | 3,345 | 5,364 | 12,900 | - | - | - | - |
| 6220 | RENTS & ROYALTIES | 70,209 | 75,399 | 25,479 | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 |
| 6230 | CONTRIBUTIONS & DONATIONS | 17,422 | 2,350 | 15,935 | 400 | - | - | - | - |
| 6240 | CYBSA LEASE | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6245 | CAHA ICE ARENA LEASE & BOND | 51,930 | 51,930 | 51,930 | 52,000 | 52,000 | 52,000 | 52,000 | 52,000 |
| 6246 | CAHA LOAN - ZAMBONI & STUDY | - | - | - | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| 6247 | FDLTCC - HILLTOP LEASE | - | 4,500 | - | 4,700 | 4,800 | 4,900 | 5,000 | 5,100 |
| 6250 | MISCELLANEOUS REFUNDS | 5,911 | 2,890 | 974 | 1,000 | - | - | - | - |
| 6251 | WORK COMPENSATION REFUNDS | 13,215 | 4,317 | - | - | - | - | - | - |
| 6252 | LIABILITY INSURANCE REFUNDS | 1,233 | 1,094 | - | - | - | - | - | - |
| 6260 | CHARITABLE GAMBLING PROCEEDS | 12,315 | 12,653 | 3,372 | 15,000 | 12,500 | 12,500 | 12,500 | 12,500 |
| 6290 | OTHER REVENUE | 15,149 | 20,549 | 5,145 | 12,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6291 | SENIOR CENTER - AEOA | 5,700 | 6,175 | 1,900 | 5,700 | 5,700 | 5,700 | 5,700 | 5,700 |
| 6292 | SENIOR CENTER RENT | 4,240 | 5,670 | 3,420 | 5,800 | 5,800 | 5,800 | 5,800 | 5,800 |
| 6299 | TIF REIMBURSEMENT 10% FEE | - | - | - | - | 15,500 | 15,500 | 15,500 | 15,500 |
| | SUBTOTAL | 238,661 | 258,358 | 172,883 | 345,000 | 321,800 | 346,900 | 372,000 | 397,100 |
| | TOTAL REVENUES | 5,445,519 | 5,820,746 | 570,961 | 6,097,350 | 6,145,200 | 6,430,300 | 6,442,900 | 6,468,000 |
| OTHER FINANCING SOURCES | | | | | | | | | |
| OTHER (101-39-391-0) | | | | | | | | | |
| 9110 | SALE OF CAPITAL ASSETS | - | - | - | - | - | - | - | - |
| | SUBTOTAL | - | - | - | - | - | - | - | - |
| TRANSFERS (101-39-392-0) | | | | | | | | | |
| 9213 | TFR FROM PERMANENT IMPROVEMENT | - | - | - | - | - | - | - | - |
| | TFR FROM BUSINESS PARK BONDS | - | - | - | - | 58,261 | - | - | - |
| | TFR FROM TIF DISTRICT FUNDS | - | - | - | - | 46,357 | - | - | - |
| 9217 | TFR FROM STORMWATER FUND | 35,000 | 37,000 | 40,000 | 40,000 | 195,000 | 50,000 | 60,000 | 60,000 |
| 9218 | TFR FROM WATER IN TOWN | 75,000 | 78,000 | 80,000 | 80,000 | 235,000 | 90,000 | 100,000 | 100,000 |
| 9219 | TFR FROM SEWER FUND | 75,000 | 78,000 | 80,000 | 80,000 | 235,000 | 90,000 | 100,000 | 100,000 |
| 9220 | TFR FROM WATER LSW | 45,000 | 47,000 | 50,000 | 50,000 | 155,000 | 60,000 | 70,000 | 70,000 |
| | SUBTOTAL | 230,000 | 240,000 | 250,000 | 250,000 | 924,618 | 290,000 | 330,000 | 330,000 |
| | TOTAL FINANCING SOURCES | 230,000 | 240,000 | 250,000 | 250,000 | 924,618 | 290,000 | 330,000 | 330,000 |
| | TOTAL REV & FINANCING SOURCES | 5,675,519 | 6,060,746 | 820,961 | 6,347,350 | 7,069,818 | 6,720,300 | 6,772,900 | 6,798,000 |
| | CHANGE IN FUND BALANCE | (472,018) | (10,152) | (1,720,232) | 9,200 | 68,768 | 54,925 | (1,700) | (3,850) |
| | FUND BALANCE JANUARY 1ST | 4,353,362 | 3,881,344 | | 3,871,192 | 3,880,392 | 3,949,160 | 3,949,160 | 4,004,085 |
| | FUND BALANCE DECEMBER 31ST | 3,881,344 | 3,871,192 | | 3,880,392 | 3,949,160 | 4,004,085 | 3,947,460 | 4,000,235 |
| | Committed for cash flows | 2,078,297 | 2,217,680 | | 2,260,000 | 2,269,000 | 2,389,000 | 2,379,000 | 2,379,000 |

4,500 Per Lease Agreement

Note: Park, Senior Center, and Community Development combined with General Fund.