

Regular Meeting.
 Parks Commission June 5, 2017 4:30 p.m.
 City Hall

Present: Wyman, Krick, Fryc, Martinson, Urbanski, Badger.
 Absent: Krohn.
 Staff: C. Peterson.
 Others: R. Reeves, A. Bilden Camps .

MINUTES

The minutes of the May 1, 2017 regular meeting were presented and approved.

COMMUNITY ED REPORT

- Beach Opens June 6th.
 - 118 family passes sold to date.
- The Community Ed Office will close July 29th to move to its temporary home in the High School.
- Two disc gold tournaments are planned for summer 2017 at Hilltop.

CITY STAFF REPORT

- A status update on 2017 Capital Projects was presented.
 - Skatepark is on hold pending a soils report.
 - Thanks to those who were able to attend the Veterans Park wall dedication.
- Staff reviewed a request to consider allowing food cart service during softball games Pinehurst Park. City code currently only allows sales on public property for special events.
 - The Commission expressed concern over the can of worms which may be opened.
 - The group would like to conduct further research on the issue but all felt clear criteria and restrictions need to be in place if such a change were to be considered.

UNITED WAY BORN LEARNING TRAIL

Ali Bilden Camps of the Cloquet United Way addressed the Commission regarding placement of a Born Learning Trail in the Cloquet Park System. They have secured funding to make the improvement and are searching for a location. 750 have been built across the US with only four in MN. The materials are ordered as part of a kit with install typically performed by volunteers.

- Discussion was held on different locations within the Cloquet Parks.
- Ms. Biden to discuss feedback with her staff and return with a proposed location at a future meeting.

POTLATCH LAND ACQUISITION

Motion by Urbanski, 2nd by Wyman, to authorize distribution of a letter requesting donation of property owned by Potlatch Timberlands located along the St. Louis River. Motion Carried, 6-0.

NEXT MEETING

The next meeting to be held June 26, 2017, 4:30 p.m. at City Hall.

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



Secretary

City of Cloquet, MN

Capital Plan

2016 thru 2025

PROJECTS BY DEPARTMENT

Department	#	Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Administration													
Cable TV Equipment Replacement	A-004	3	10,000	15,000	5,000	2,500	2,500						35,000
City Hall Network Server Replacement	A-007	2					25,000				20,000		45,000
City Building Energy & Renovation Projects	A-012	2	23,000		5,400,000			9,500,000			2,775,000		17,698,000
City Hall Technology and Laserfish Project	A-014	3	100,000										100,000
Administration Total			133,000	15,000	5,405,000	2,500	27,500	9,500,000			2,795,000		17,878,000
Community Development													
Highway 33 - I35 Development Project	CD-003	2				1,460,000		5,000,000					6,460,000
Community Development Total						1,460,000		5,000,000					6,460,000
Parks													
Replacement of 2010 Single Axle Ford Dump Truck	PE-601	3					40,000						40,000
Replacement of 2011 John Deere Front Mower	PE-602	3					41,000						41,000
Replacement of 1999 Chevrolet 3500 One Ton Dump	PE-603	3										58,500	58,500
Replacement of 2012 Ford Dump Truck	PE-604	3							54,000				54,000
Replacement of 2014 Ford Crew Cab Pickup #605	PE-605	3								50,000			50,000
Replacement of John Deere 1145 Tractor/Mower	PE-606	3	40,000										40,000
Replace 2014 SkiDoo Skandic Grooming Snowmobile	PE-608	2									17,000		17,000
Replacement of 2003 Toro Workman Groomer	PE-611	3			20,000								20,000
Replacement of Parks Trailer #613	PE-613	4		15,000									15,000
Replacement of 2013 Toro Groundmaster Mower	PE-614	3						55,000					55,000

Department	#	Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Riverfront Improvements - North Shoreline	PP-002	4		150,000									150,000
Hilltop Park Improvements	PP-004	5	35,000										35,000
Fauley Park Improvements	PP-008	2	150,000										150,000
Pine Valley Park Improvements	PP-010	5			500,000								500,000
Braun Park Field Irrigation	PP-011	1					200,000						200,000
Pinehurst Park Equipment Improvements	PP-013	1				100,000							100,000
Reroof Park Shelter Buildings	PP-014	2		10,000									10,000
Athletic Park Re-design and Development	PP-015	3						1,000,000					1,000,000
Regional Trail Development	PP-017	2			100,000								100,000
General Park Development Design	PP-018	2	20,000	20,000	20,000	20,000							80,000
Pine Valley Facility Improvements	PP-019	2			600,000								600,000
New Community Sign	PP-021	3	35,000										35,000
Skyline Blvd Landscaping	PP-023	1	100,000										100,000
Veterans Park Improvements	PP-024	2	565,000						250,000				815,000
New Skate Park Construction	PP-025	3	100,000										100,000
Wentworth Park Redevelopment	PP-026	3		150,000									150,000
Veterans Park/Highway 33 Landscaping	PP-027	3	57,000										57,000
Fauley Park/Highway 33 Landscaping	PP-028	3	40,000										40,000
Riverview Park/Hospital/Highway 33 Landscaping	PP-029	3		50,000									50,000
Dunlap/Spafford Parks/Highway 33 Landscaping	PP-030	3		228,000									228,000
Walmart Intersection/Highway 33 Landscaping	PP-031	3			550,000								550,000
Applebees Intersection/Highway 33 Landscaping	PP-032	3				1,000,000							1,000,000
Dunlap Island Redevelopment	PP-033	2		2,300,000									2,300,000
Parking Fencing Replacement	PP-034	2	140,000										140,000
Parks Total			1,282,000	2,923,000	1,790,000	1,120,000	281,000	1,055,000	304,000	50,000	17,000	58,500	8,880,500
Police													
Squad Car Replacement	PD-002	2	53,000	90,000	90,000	90,000	90,000						413,000
Computer Server/System Upgrade	PD-006	2		15,000									15,000
Early Warning Sirens	PD-009	2		18,000									18,000
Development of Crime Lab	PD-010	2	12,000										12,000
Police Total			65,000	123,000	90,000	90,000	90,000						458,000
Street													
Replacement of John Deere Loader #202	SE-202	3			150,000								150,000
Replacement of 2000 Grader # 203	SE-203	3				350,000							350,000

Department	#	Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Replacement of 2004 Single Axle Dump Truck #211	SE-211	3					60,000						60,000
Replacement of Dump Truck #212	SE-212	3										270,000	270,000
Replacement of Backhoe #223	SE-223	2								320,000			320,000
Replacement of 2005 Dump Truck #224	SE-224	3		215,000									215,000
Replacement of 2012 One-Ton Dump Truck #226	SE-226	3							65,000				65,000
Replace 2012 Engineering Transit Van #503	SE-503	3							35,000				35,000
Miscellaneous Street Repair and Overlays	STP-010	3	0	685,000	660,000	622,000	665,000						2,632,000
Safe Routes to School Pedestrian Improvements	STP-034	2	152,000										152,000
Highway 33 Frontage Road (L&M to Walmart)	STP-037	n/a	361,000										361,000
Broadway Street Overlay and Streetscape	STP-038	n/a		1,000,000									1,000,000
Street Total			513,000	1,900,000	810,000	972,000	725,000		100,000	320,000		270,000	5,610,000

Street & Utilities

Replacement of Air Compressor #218	SE-218	4			30,000								30,000
West Selmser Avenue and Side Street Reconstruction	STUP-002	5						750,000					750,000
3rd Street Reconstruction - Cloquet to Carlton Ave	STUP-004	3	765,000										765,000
Jasper Street Reconstruction (Phase 1)	STUP-005	2						901,000					901,000
West End Arch Street/Park Avenue Reconstruction	STUP-006	3						697,000					697,000
Antus Addition/14th Street Utility Extension	STUP-008	n/a				1,250,000							1,250,000
Street & Utilities Total			765,000		30,000	1,250,000		2,348,000					4,393,000

Utilities

Dunlap Island Lift Station Generator	SE-002	n/a		25,000									25,000
Portable Lift Station Generator	SE-003	3		35,000									35,000
I & I Reduction Improvement Program	SP-001	2	50,000	50,000	50,000	50,000							200,000
Sanitary Sewer CIPP Lining	SP-005	1		150,000									150,000
Replacement of 1996 Chevrolet Pickup #232	WE-004	4					40,000						40,000
Replacement of John Deere 1445 Tractor/Mower	WE-306	3	42,000										42,000
Replacement of 2007 Pickup Truck #307	WE-307	3							35,000				35,000
Replacement of Hydraulic Breaker	WE-308	2	15,000										15,000
Construction of New Well	WP-003	3	150,000										150,000

Department	#	Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
West Side Water Extension Project	WP-013	4						1					1
Station 1 Electrical System Upgrades	WP-018	2		1,070,000									1,070,000
Painting of 2MG Station 2 Reservoir	WP-019	2				570,000							570,000
Painting of 5MG Harris Reservoir	WP-020	3				945,000							945,000
Replacement of 2005 One-Ton Pickup #301	WSE-001	3					50,000						50,000
Replacement of Mainline Sewer Televising Camera	WW-406	2									120,000		120,000
Utilities Total			257,000	1,330,000	50,000	1,565,000	90,000	1	35,000		120,000		3,447,001
GRAND TOTAL			3,015,000	6,291,000	8,175,000	6,459,500	1,213,500	17,903,001	439,000	370,000	2,932,000	328,500	47,126,501

Report criteria:

- Active Projects
- All Categories
- All Departments
- All Priority Levels
- All Projects
- All Source Types
- All What Else Do We Need data
- Type: E or I or V or Z

Capital Plan

2017 thru 2021

City of Cloquet, Minnesota

Department Parks

Contact City Engineer

Type Improvement

Useful Life 20 Years

Category Park Improvement

Priority 4 Less Important

Project # **PP-002**
 Project Name **Riverfront Improvements - North Shoreline**

Description Total Project Cost: \$280,490

This project would involve the patching of current paved trails on the north side of the St. Louis River as well as the development and construction of additional trail loop(s) east of Highway 33. Possible routes include paved bike/pedestrian trails, natural surface hiking trails and a designated ATV route as identified in the 2015 Waterfront Master Plan.

Justification

The project is consistent with the recommendations of the former Riverfront Task Force. The Park Master Plan identified the development of additional trails along the riverfront as one of its major priorities. The Park Commission has supported this effort by identifying this project for possible 2017 construction. Existing ATV traffic in the area has also resulted in problem erosion areas which need to be addressed to ensure slope stability.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
130,490	Construction/Maintenance	150,000					150,000
Total	Total	150,000					150,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
130,490	Sales Tax	150,000					150,000
Total	Total	150,000					150,000

Budget Impact/Other

It is possible that additional grant funds through the Lake Superior Coastal Council may be available for this and future phases of riverfront improvements.

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Park Improvement
 Priority 5 Future Consideration

Project # PP-004
 Project Name Hilltop Park Improvements

Description Total Project Cost: \$225,000
 This project involves the construction of a new sidewalk system in and around the area of the park shelter and fields.

Justification
 This project is a carryover of 2015 and 2016 improvements which included development of an additional athletic field, new disc golf course, playground equipment and irrigation on the new field.
 All improvements are identified in the Master Plan for Hilltop Park. Current and projected field use at Hilltop is in high demand with little room in the schedule to allow for field rest and maintenance. The addition of disc golf and the new playground are the first steps towards creating a neighborhood focal park identified as one of the three big ideas in the Park Master Plan.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
210,000	Construction/Maintenance	15,000					15,000
Total	Total	15,000					15,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
210,000	Sales Tax	15,000					15,000
Total	Total	15,000					15,000

Budget Impact/Other
 Funding for this project was designated as part of the 2015 Budget.

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Park Improvement
 Priority 5 Future Consideration

Project # **PP-010**
 Project Name **Pine Valley Park Improvements**

Description Total Project Cost: \$695,000
 Project involves the renovation of the ski chalet, construction of a new single track mountain bike trail and parking lot improvements.

Justification
 These improvements are identified as part of the Pine Valley Master Plan. The Park Commission and Task Force have recommend these improvements as a high priority for Pine Valley creating facilities which generate high year-round use a fairly minimal cost.
 The possibility exists that this project may also incorporate the expansion of the existing ski trail lighting and maintenance/painting of the ski jumps. The existing ski jumps are approximately 40 years old, and have received very little maintenance. The City commissioned a structural engineer to examine the jumps in 2012. Repairs are as recommended in order to preserve the jump structures. It is anticipated that the project will be completed as a joint effort in coordination with the ski-club and local donors. However, the current identified project scope does not include any capital improvement of the ski jump.
 Estimates include:
 Bike Trail - \$120,000
 Chalet renovation - \$250,000
 Parking Lot Improvements - \$200,000
 Engineering/Contingency - \$100,000

Prior	Expenditures	2017	2018	2019	2020	2021	Total
25,000	Construction/Maintenance	120,000	550,000				670,000
Total	Total	120,000	550,000				670,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
25,000	Sales Tax	120,000	550,000				670,000
Total	Total	120,000	550,000				670,000

Budget Impact/Other
 The City applied for regional designation under the Legacy Fund program in 2015 and was denied. The scope of these improvements may be subject to change depending on the availability of outside funding. The bike trail project is roughly estimated between \$70,000 and \$120,000. For conservative budgeting purposes the higher number is used here.

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 15 years
 Category Park Improvement
 Priority 1 Urgent

Project # PP-011
 Project Name **Braun Park Field Irrigation**

Description Total Project Cost: \$200,000
 Project involves improvements to the playing surface of two baseball fields along with the installation of a grandstand, scoreboard and other improvements in order to facilitate the move of high school baseball from Athletic Park to Braun.

Justification
 The existing stands, fencing, scoreboard and concessions facilities at Athletic Park have served their useful life and are in need of replacement or significant investment. The Park Master Plan calls for the relocation of baseball from Athletic to Braun making more efficient use of the existing baseball infrastructure and opening space at Athletic for redevelopment as a "neighborhood park." The project is seen as a joint effort with the CYBSA and School District. The feasibility of the improvements hinge on the extension of City Water to the Park as identified elsewhere in the CIP.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				200,000		200,000
Total				200,000		200,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sales Tax				200,000		200,000
Total				200,000		200,000

Budget Impact/Other
 The budgetary estimates included above assume a shared project cost with the CYBSA and School District.

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 15 years
 Category Equipment
 Priority 1 Urgent

Project # **PP-013**
 Project Name **Pinehurst Park Equipment Improvements**

Description Total Project Cost: \$100,000
 This project involves the replacement of the existing slides and filter media at the pond. It also anticipates replacement of the softball field lighting system.

Justification
 Certain aspects of the pond and lighting system will have reached the end of their useful life and require replacement or major maintenance.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			100,000			100,000
Total			100,000			100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Permanent Improvement			100,000			100,000
Total			100,000			100,000

Budget Impact/Other

Capital Plan

2017 thru 2021

Department Parks

City of Cloquet, Minnesota

Contact City Engineer

Project # **PP-014**
 Project Name **Reroof Park Shelter Buildings**

Type Improvement

Useful Life 20 Years

Category Park Improvement

Priority 2 Very Important

Description Total Project Cost: \$10,000

Purchase of materials to reroof the following park buildings: Athletic Warming House, Sunnyside Warming House and Pinehurst Bathhouse.

Justification

All of these buildings were re-roofed in 2004, however, there was apparently a problem with the shingles manufactured by CertainTeed Corporation at that time. The shingles on all four buildings have started to curl up and need to be removed and replaced. Efforts have been made to recover losses under the manufacturer's warranty, however, at this time no money has been paid out as a result of class action lawsuits.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	10,000					10,000
Total	10,000					10,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Fund	10,000					10,000
Total	10,000					10,000

Budget Impact/Other

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Park Improvement
 Priority 3 Important

Project # PP-015
 Project Name Athletic Park Re-design and Development

Description Total Project Cost: \$1,000,000
 This project would involve the redevelopment of the baseball field and the construction of new fencing, shelters/warming house, skating areas and other improvements consistent with the Parks Master Plan.

Justification
 This project requires the relocation of the existing high school ball field to Braun Park as well as the extension of municipal water along 14th Street to the Park and the installation of irrigation.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance					1,000,000	1,000,000
Total					1,000,000	1,000,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sales Tax					1,000,000	1,000,000
Total					1,000,000	1,000,000

Budget Impact/Other
 The final Parks Master Plan will determine the full scope, cost and timing of this project. As currently projected, the City may not have the funding available to schedule this project in 2021. The project could get delayed by as much as twelve years (2033) subject to revenues or other funding sources.

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 10 years
 Category Park Improvement
 Priority 2 Very Important

Project # PP-017
 Project Name **Regional Trail Development**

Description Total Project Cost: \$100,000
 This project involves the extension of the St Louis River Trail system into and thru Cloquet connecting the Munger Trail with the City's Riverfront Trail System.

Justification
 This regional trail connection was listed as a priority project in the Park Master Plan, and Cloquet Trial Plan. The project is a joint effort of multiple jurisdictions who participate in the Chamber of Commerce Trail Committee.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			100,000			100,000
Total			100,000			100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sales Tax			100,000			100,000
Total			100,000			100,000

Budget Impact/Other
 The larger trail system was recently awarded regional designation under the Legacy Funding Program. The first phase from the Scanlon park-and-ride to County Hwy 61 has also been awarded TAP funding by the Minnesota DOT. The timing of subsequent phases, will be largely dependent on grant availability and are subject to change.

Capital Plan

2017 thru 2021

Department Parks

City of Cloquet, Minnesota

Contact City Engineer

Project # PP-025

Type Improvement

Project Name **New Skate Park Construction**

Useful Life 10-15 years

Category Park Improvement

Priority 3 Important

Description

Total Project Cost: \$350,000

This project involves the construction of a new skatepark in Athletic Park, Cloquet MN.

Justification

For a number of years the local skatepark club has lobbied the Council and Park Commission to replace the previous skatepark which was located in Wentworth Park. To date, the Commission and Council have supported the effort by agreeing to fund up to \$300,000 towards construction of a new facility to be located in Athletic Park. In addition to the skatepark, this project includes \$50,000 for the installation of a new decorative fence or fencing in the area of the skatepark and 14th Street. The fencing in this location is old, rusted, broken and deteriorated.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	350,000					350,000
Total	350,000					350,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sales Tax	350,000					350,000
Total	350,000					350,000

Budget Impact/Other

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Park Improvement
 Priority 2 Very Important

Project # **PP-033**
 Project Name **Dunlap Island Redevelopment**

Description Total Project Cost: \$2,700,000
 This project involves the redevelopment of Dunlap Island to include a regional scale playground, skating ribbon, warming house, picnic shelters, paved parking areas, lighting, and trails.

Justification
 The proposed improvements are as identified in the recently adopted Waterfront Master Plan. The Park System Masterplan identifies riverfront development as a top priority for investment.

Estimated project costs include:
 \$500,000 - Destination Play
 \$400,000 - Shoreline enhancement
 \$210,000 - Small picnic shelter
 \$250,000 - Large picnic shelter
 \$250,000 - Restroom
 \$150,000 - Lighting
 \$ 70,000 - Parking lot
 \$200,000 - Trails
 \$470,000 - Other
 \$400,000 - Engineering/Contingency

Also to be completed in conjunction with this project is the landscaping along highway 33 as identified under PP-030.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	2,700,000					2,700,000
Total	2,700,000					2,700,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sales Tax	2,700,000					2,700,000
Total	2,700,000					2,700,000

Budget Impact/Other

Capital Plan
City of Cloquet, Minnesota

2017 thru 2021

Department Parks
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Park Improvement
 Priority 3 Important

Project # **PP-037**
 Project Name **Pinehurst Park Warming House**

Description Total Project Cost: **\$100,000**
 Project includes construction of a new warming house/bathroom facility at Pinehurst Park.

Justification
 Park Master Plan called for a portable warming house to serve the skating rink at Pinehurst Park. Subsequent discussion of City Council directed staff to replace existing shelter with permanent warming house facility. The City will in 2016/2017 attempt to utilize the swimming pond bath house as the warming house. If that is successful this project may be eliminated.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		100,000				100,000
Total		100,000				100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sales Tax		100,000				100,000
Total		100,000				100,000

Budget Impact/Other



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, Director of Public Works
Date: June 26, 2017

ITEM DESCRIPTION: Wood City Music Festival.

Proposed Action

Staff recommends the Park Commission **MOVE TO WAIVE THE PARK RESERVATION FEE AND APPROVE THE USE OF VETERANS PARK FOR THE 2017 WOOD CITY MUSIC FESTIVAL.**

Background/Overview

Veterans Park has been host to the Wood City Music Festival on the second weekend in August for a number of years. Free to the public, the two day festival is funded and organized solely by a local group of volunteers who have organized into the nonprofit organization Kingdom Builder Ministries. Widely attended as a relatively new event, the festival drew and estimated 3,000 participants in 2016. This year, Kingdom Builder Ministries is once again requesting to use Veterans Park as the venue for the festival and have also requested the City to waive the \$300 park reservation fee. As a local not for profit event, past practice would allow use of the facility at no change with Commission approval.

Any interested parties can learn more about the event at <http://woodcitymusicfest.com/>

Policy Objectives

N/A.

Financial/Budget/Grant Considerations

As a condition of the fee waiver, the City will not provide extra services or incur costs from outside vendors for this event.

Supporting Documentation Attached

E-mail Request
Brian Smith, President
Kingdom Builder Ministries

Caleb Peterson

From: Brian Smith <hamrtime@q.com>
Sent: Wednesday, June 07, 2017 5:43 PM
To: Caleb Peterson
Cc: Lee Harris; Julie Harris; Ron & Shanon Thomsen; BRIAN SKYE SMITH
Subject: veterans Park/WCMF

Hello Caleb,

Please forgive me I have been a little presumptuous.

Kingdom Builders Ministries requests the use of Veterans Park on August 12th to hold the Wood City Music Festival. Set up will be the entire day of the 11th, Festival on the 12th and All Community Worship Service on Sunday.

We thank the City for waiving last years Park fee and request the same for 2017.

Also, Kingdom Builders Ministries requests the use of Veterans Park the second weekend of August each year as we look forward to serving our community in this way well into the future as God directs.

Thank you,
Brian D Smith
President
Kingdom Builders Ministries