

**CLOQUET PARKS COMMISSION  
AGENDA**

---

**City Hall  
Monday, August 8, 2016 4:30 p.m.**

---

**ACTION TAKEN**

- |           |  |       |
|-----------|--|-------|
| <b>1.</b> | <b>Call to Order.</b>  | _____ |
| <b>2.</b> | <b>Approval of Minutes.</b>  | _____ |
|           | a. July 11, 2016, Regular Commission Meeting.<br><i>(Additions, deletions, or corrections)</i> |       |
| <b>3.</b> | <b>Announcements, Agenda Adjustments, Correspondence, and Other Comments.</b>                  | _____ |
| <b>4.</b> | <b>Information and Reports.</b>  | _____ |
|           | a. Community Ed Report   |       |
|           | b. City Staff Report – Les/Caleb   |       |
|           | • Skatepark.   |       |
|           | • Project Updates.   |       |
|           | • Maintenance Activities.  |       |
|           | c. Commissioners Update/Other.   |       |
|           | • Park System Facebook Page.   |       |
|           | • Pine Valley Single Track Trail (To be discussed under Item 5a).                              |       |
| <b>5.</b> | <b>Action Items.</b>   |       |
|           | a. 2017-2021 CIP.<br><i>(Recommendation Requested)</i>   | _____ |
| <b>6.</b> | <b>Future Items.</b>   |       |
|           | • Next Meeting ( <b>Monday, September 12, 2016</b> – Athletic Park)                            |       |
| <b>7.</b> | <b>Adjourn.</b>  |       |

Regular Meeting.  
Parks Commission July 11, 2016 4:30 p.m.  
Pinehurst Park

Present: Urbanski, Krick, Krohn, Louhela, Stowell.  
Absent: Wyman, Badger.  
Staff: C. Peterson, L. Peterson.  
Others: L. Wilkinson, R.Reeves, B. Hoffman, J. Hoffman, E. Matzdorf.

### MINUTES

The minutes of the June 6, 2016 regular meeting were presented and approved.

### COMMUNITY ED REPORT

- Season Pass sales to the Beach are up in 2016.
  - Season ends August 26<sup>th</sup>.
- Age to Age interns will plan Sunday programs at the Beach in 2016.
- Update provided on other Rec programming.

### CITY STAFF REPORT

- Discussion was held regarding the new Pickle Ball lines at Sunnyside.
  - The Hoffman's expressed thanks to the Commission for their support and fast action.
  - Asked that the City consider dedicated facilities in the future if the use is supported by the community,
- E. Matzdorf presented his proposal for an Eagle Scout project at Pine Valley including new wayfinding signage for the trail system.
  - Staff support the project as it is identified as part of the Park Master Plan.
  - Group discussion held regarding the proposal.
  - Commissioners Urbanski, Krohn, and Krick expressed some interest in continued feedback as the project progresses.

### COMMISSIONERS UPDATE/OTHER

- Commissioners Krohn shared some observations along the riverfront.
  - Inquired about mowing of Pine Valley West.

### LUMBERJACK BLUE LINE CLUB REQUEST

Staff presented a brief overview of the request received to reserve a number of parking stalls during boys home hockey games as a fundraiser. A group discussion was held regarding past precedence, and potential concerns.

**Motion by Urbanski, 2<sup>nd</sup> by Krick, to recommend approval of the request for 2016-2017 hockey season only, with a report back to the Commission required at the mid-point and end of the season. Motion Carried, 5-0.**

Commissioner Louhela left the meeting.

### FDLTCC FIELD USE AGREEMENT

Staff presented an overview of the proposed lease of Field #4 at Hilltop Park to FDLTCC.

**Motion by Krick, 2<sup>nd</sup> by Krohn, to recommend approval of the lease agreement with FDLTCC for Field #4 at Hilltop Park. Motion Carried, 3-0. Commissioner Urbanski abstained as an employee of FDLTCC.**

### NEXT MEETING

The next meeting to be held August 1, 2016, 4:30 p.m. at Athletic Park.

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




---

Secretary

A skateboarder in a dark jacket and tan pants is captured mid-air, performing a trick on a dark-colored ramp. The ramp has a prominent yellow graphic consisting of two curved lines. In the background, a large, cylindrical concrete structure is visible against a clear blue sky. The overall scene is dynamic and action-oriented.

# Design Visioning Workshop

August 18, 2016  
6:30 pm

## Cloquet Skatepark

The City of Cloquet, MN invites you to participate in a design visioning workshop to gather information and feedback for the future design of your skatepark. Kanten Russell, former professional skateboarder and Stantec Lead Action Sport designer, will facilitate the session.

Meeting Location:  
1307 Cloquet Ave.  
Cloquet, MN 55720



## 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](http://www.ci.cloquet.mn.us)

### REQUEST FOR ACTION

---

To: Park Commission  
From: Caleb Peterson, City Engineer  
Date: August 4, 2016

---

**ITEM DESCRIPTION:** 2017-2021 Capital Improvement Plan (CIP).

---

#### **Proposed Action**

Staff recommends the Park Commission **MOVE TO RECOMMEND ADOPTION OF THE PROPOSED PARK SYSTEM CAPITAL IMPROVEMENT PLAN.**

#### **Background**

Each year Staff brings the CIP forward to Council and the Commission for review and comment. Projects identified for the coming year are most critical as they directly impact the budget and often require advance planning. That said, Capital projects are often associated with high costs and therefore a 5-year plan is used in order to evaluate long term financial planning.

The Park improvements identified as part of the 2017-2021 CIP are very similar to previous plans. The projects were prioritized by the Commission, Council and various work groups who participated in the Park Master Plan, and Riverfront Plan development.

#### **Policy Objectives**

MP Policy 1.1: All decisions related to parks shall focus on the benefits provided to the community.

MP Policy 1.2: Future planning efforts shall be in keeping with the community vision established during the master planning effort until or unless another vision is established through engagement of the community.

MP Policy 1.5: Trail connections to regional trails shall be the highest priority for implementation unless a community process determines that another use is higher priority.

MP Policy 2.5: All park resources shall be maintained in a way that ensures they are safe and attractive.

#### **Financial/Budget/Grant Considerations**

The 2017-2021 Park CIP is proposed to be funded using sales tax revenues.

#### **Supporting Documents Attached**

2017-2021 Sales Tax CIP.

**Sales Tax Funding (\$600,000 Collections)**

2017 Projects	Estimated Costs	2018 Projects	Estimated Costs	2019 Projects	Estimated Costs	2020 Projects	Estimated Costs
Dunlap Island	\$2,700,000.00	I-35/Hwy 33 Frontage Road	\$635,000.00	Regional Trail	\$100,000.00	Braun Park Irrigation	\$200,000.00
Hospital Landscaping	\$50,000.00	Pine Valley park	\$600,000.00	Antus/14th Street Utility Ext.	\$550,000.00		
Skate Park & Athletic Park	\$300,000.00	Pine Valley Facility	\$600,000.00				
Athletic Park Fencing	\$50,000.00	Cloquet Avenue	\$2,000,000.00				
Pinehurst Warming House	\$100,000.00	<b>Total Project 2018</b>	<b>\$3,835,000.00</b>	<b>Total Project 2019</b>	<b>\$650,000.00</b>	<b>Total Project 2020</b>	<b>\$200,000.00</b>
Riverfront North	\$150,000.00						
Broadway	\$1,000,000.00						
Dunlap/Spaff Landscaping	\$228,000.00						
<b>Total Project 2017</b>	<b>\$4,578,000.00</b>						
<b>Sales Tax Balance 1/1/2017</b>	<b>\$510,000.00</b>	<b>Sales Tax Balance 1/1/2018</b>	<b>\$4,932,000.00</b>	<b>Sales Tax Balance 1/1/2019</b>	<b>\$1,147,000.00</b>	<b>Sales Tax Balance 1/1/2020</b>	<b>\$547,000.00</b>
Additional Collection	\$600,000.00	Additional Collection	\$600,000.00	Additional Collection	\$600,000.00	Additional Collection	\$600,000.00
<b>Total</b>	<b>\$1,110,000.00</b>	<b>Total</b>	<b>\$5,532,000.00</b>	<b>Total</b>	<b>\$1,747,000.00</b>	<b>Total</b>	<b>\$1,147,000.00</b>
Issue Bond Feb 2017	\$8,400,000.00	Total Projects 2018	\$3,835,000.00	Total Projects 2019	\$650,000.00	Total Projects 2020	\$200,000.00
<b>Total Available W/Bond</b>	<b>\$9,510,000.00</b>	2017 Bond Debt Service	\$550,000.00	2017 Bond Debt Service	\$550,000.00	2017 Bond Debt Service	\$550,000.00
		Total Expense 2018	\$4,385,000.00	Total Expense 2019	\$1,200,000.00	Total Expense 2020	\$750,000.00
Total Expenses 2017	\$4,578,000.00						
<b>Balance as of 12/31/2017</b>	<b>\$4,932,000.00</b>	<b>Balance as of 12/31/2018</b>	<b>\$1,147,000.00</b>	<b>Balance as of 12/31/2019</b>	<b>\$547,000.00</b>	<b>Balance as of 12/31/2020</b>	<b>\$397,000.00</b>

**Sales Tax Funding (\$800,000 Collections)**

2017 Projects	Estimated Costs	2018 Projects	Estimated Costs	2019 Projects	Estimated Costs	2020 Projects	Estimated Costs
Dunlap Island	\$2,700,000.00	I-35/Hwy 33 Frontage Road	\$635,000.00	Regional Trail	\$100,000.00	Braun Park Irrigation	\$200,000.00
Hospital Landscaping	\$50,000.00	Pine Valley park	\$600,000.00	Antus/14th Street Utility Ext.	\$550,000.00		
Skate Park & Athletic Park	\$300,000.00	Pine Valley Facility	\$600,000.00				
Athletic Park Fencing	\$50,000.00	Cloquet Avenue	\$2,000,000.00				
Pinehurst Warming House	\$100,000.00	<b>Total Project 2018</b>	<b>\$3,835,000.00</b>	<b>Total Project 2019</b>	<b>\$650,000.00</b>	<b>Total Project 2020</b>	<b>\$200,000.00</b>
Riverfront North	\$150,000.00						
Broadway	\$1,000,000.00						
Dunlap/Spaff Landscaping	\$228,000.00						
<b>Total Project 2017</b>	<b>\$4,578,000.00</b>						
<b>Sales Tax Balance 1/1/2017</b>	<b>\$510,000.00</b>	<b>Sales Tax Balance 1/1/2018</b>	<b>\$5,132,000.00</b>	<b>Sales Tax Balance 1/1/2019</b>	<b>\$1,547,000.00</b>	<b>Sales Tax Balance 1/1/2020</b>	<b>\$1,147,000.00</b>
Additional Collection	\$800,000.00	Additional Collection	\$800,000.00	Additional Collection	\$800,000.00	Additional Collection	\$800,000.00
<b>Total</b>	<b>\$1,310,000.00</b>	<b>Total</b>	<b>\$5,932,000.00</b>	<b>Total</b>	<b>\$2,347,000.00</b>	<b>Total</b>	<b>\$1,947,000.00</b>
Issue Bond Feb 2017	\$8,400,000.00	Total Projects 2018	\$3,835,000.00	Total Projects 2019	\$650,000.00	Total Projects 2020	\$200,000.00
<b>Total Available W/Bond</b>	<b>\$9,710,000.00</b>	2017 Bond Debt Service	\$550,000.00	2017 Bond Debt Service	\$550,000.00	2017 Bond Debt Service	\$550,000.00
		Total Expense 2018	\$4,385,000.00	Total Expense 2019	\$1,200,000.00	Total Expense 2020	\$750,000.00
Total Expenses 2017	\$4,578,000.00						
<b>Balance as of 12/31/2017</b>	<b>\$5,132,000.00</b>	<b>Balance as of 12/31/2018</b>	<b>\$1,547,000.00</b>	<b>Balance as of 12/31/2019</b>	<b>\$1,147,000.00</b>	<b>Balance as of 12/31/2020</b>	<b>\$1,197,000.00</b>

