



# City Administrator's Weekly Update

Week Ending October 16, 2015



## Upcoming Events

**October 19, 7:00 pm**  
Public Informational Meeting, Safe Routes to School

**October 20, 5:30 pm**  
Council Work Session  
City Hall

**October 20, 7:00 pm**  
City Council Meeting  
City Hall

**October 21, 6:00 pm**  
CAFD  
District Office

**October 27, 4:15 pm**  
Library Board  
Library

**October 27, 7:00 pm**  
Planning Commission  
City Hall

**November 2, 4:30 pm**  
Parks Commission  
City Hall

**November 3, 5:30 pm**  
Council Work Session  
City Hall

**November 3, 7:00 pm**  
City Council Meeting  
City Hall

**November 4, 8:00 am**  
EDA  
City Hall

Brian Fritsinger  
1307 Cloquet Ave  
Cloquet MN 55720  
Ph: 218-879-3347  
Fax: 218-879-6555

## ADMINISTRATION

### PERSONNEL

The advertisement for the Assistant City Administrator/Human Resources Director is now posted. Applications will be accepted through November 6th or until the position is filled.

### LMC POLICIES

The League's Policy Committees adopted the 2016 Draft City Policies during their final meetings earlier this month. The draft policies are now available for members to review at the LMC website ([www.lmc.org](http://www.lmc.org)).

Cities are encouraged to submit comments on the draft policies no later than October 30th to [policycomments@lmc.org](mailto:policycomments@lmc.org). All member comments are shared with the League Board of Directors before the Board takes final action on the policies on Nov. 19th. The policies will serve as a framework for the League's advocacy efforts during the 2016 legislative session, which begins March 8, 2016.

Feel free to share your comments directly or pass them on to me and I will forward them as a group. If anyone sees value in having a discussion at the October 20th Council meeting, please let me know and we can amend the agenda.

### BOARD VACANCIES

Vacancies still remain for the Citizen's Advisory Board and Shaw Memorial Library Foundation. I encourage the City Council and staff to make contact with your friends and neighbors asking them to help by serving the citizens of our community.

### WATER HEATER DEATH

The water heater is in its death throes at the Public Safety Building. Unfortunately, its replacement cannot wait. Looks like approximately \$7,000 for the total bill of replacement and installation.

## Community Development

### HOUSING

Staff attended a meeting with DEED related to workforce housing programs. Housing continues to be a major topic of conversation with our economic development partners in Cloquet. A number of challenges are coming to light in terms of roles and responsibilities which are going to require some discussion with these partners.

### LANDFILL AUDIT

The audit of the Shamrock Host Fee Agreement is now complete. There is general compliance with most items and staff will now be sitting down with the company to review the audit results. One major finding was that the company has overpaid its host fees to the City which results in the City needing to reimburse the company.

## Public Works/Parks

### 8th STREET

The 8th street reconstruction project is for the most part wrapped up for the year.

### WEST TAYLOR PAVING

The City finished paving the new West Taylor Avenue this week. With all of the changes to the cul-de-sac area, the final project appears to have turned out quite well.

### PINEHURST PARK

Work continues at the Park with asphalt and concrete work now getting put down. The project continues to move along at a good pace and if the weather holds out, everything will remain on schedule.

### HILLTOP PARK

The Hilltop Park improvements are also nearing completion for the year. The new disk golf course has been installed and looks to be a real challenge weaving through the trees. There is still some signage and other minor things to complete, but be sure to stop and check it out.

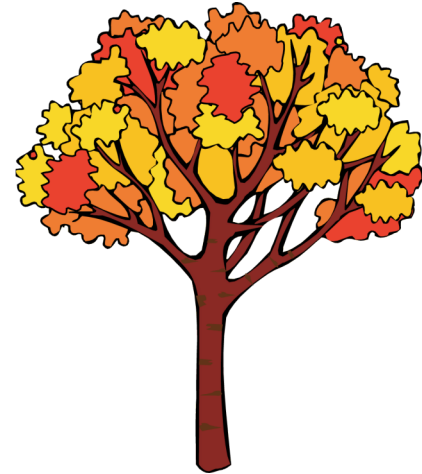
## MISCELLANEOUS

The hockey boards started to go up at Sunnyside this week. The crew has also been out doing spot repairs on the streets that are related to the asphalt.

The utility crew has unfortunately been busy with a couple of water leaks over the past few weeks. Hopefully this isn't a sign of what winter will bring us.

## CHRISTMAS DECORATIONS

Alyson Leno has been working with Nathan Bentley to obtain some additional Christmas decorations from the items he is no longer using to be used as part of the Home for the Holidays Celebration on Dunlap Island. As you know, the lights would be used to expand the City's current lighting efforts on the Island to enhance the experience for event participants.



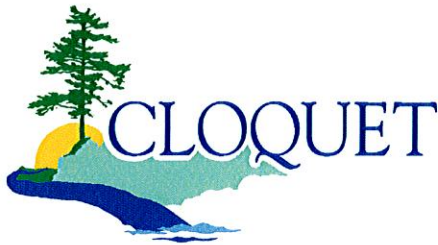
***"Some people drink from the fountain of  
knowledge. Others just gargle."***

*-- Robert Anthony,  
American business professor*



Other Information Attached:

\*10/05/15 Safe Routes to School letter to  
Sunnyside Residents



## DEPARTMENT OF PUBLIC WORKS

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

October 5, 2015

### **RE: Safe Routes to School Grant and Proposed Slate Street Sidewalk Extension**

Dear Resident:

In 2012, the Cloquet School District successfully applied (with assistance from the Arrowhead Regional Development Commission) for a Minnesota Department of Transportation (MnDOT) Safe Routes to School (SRTS) planning grant. SRTS is a federally funded program intended to encourage children of all abilities to walk and bicycle to school. The Cloquet SRTS process was kicked-off in September 2012 with a site assessment and distribution of surveys to parents. The data collected was intern used by a local Safe Routes to School Committee to assemble a Cloquet Safe Routes to School Plan. One of recommendations to come out of this Plan was the extension of a sidewalk thru and east of Sunnyside Park connecting the Erickson Acres neighborhood which is currently without sidewalks.

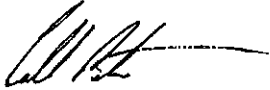
Last year, a second allocation of SRTS dollars was made available for construction projects in the form of a competitive grant process. The City applied for funding as the local road authority and was awarded 80 percent matching funds towards the extension of a new sidewalk east along Slate Street. As staff begins to plan for possible 2016 construction, now is an excellent time to reach out to area residents.

Enclosed please find a map of the proposed project route. At this time, the City is proposing to extend the new walk from Sunnyside Park east along the north side of Slate Street to Jackson Avenue. The proposed walk would be five feet wide and located directly behind the existing curb in order to minimize impacts to the adjacent properties. While other routing options were explored, the North side of Slate appears the most feasible from a construction and financial standpoint.

The estimated cost of this project is approximately \$130,000, 80% of which would be funded using federal grant funds. The remaining \$25,000 would be matched locally using moneys from the City's municipal state-aid street, or general tax levy. As a designated state-aid street, **none of the construction costs would be assessed or charged back to properties along the route.**

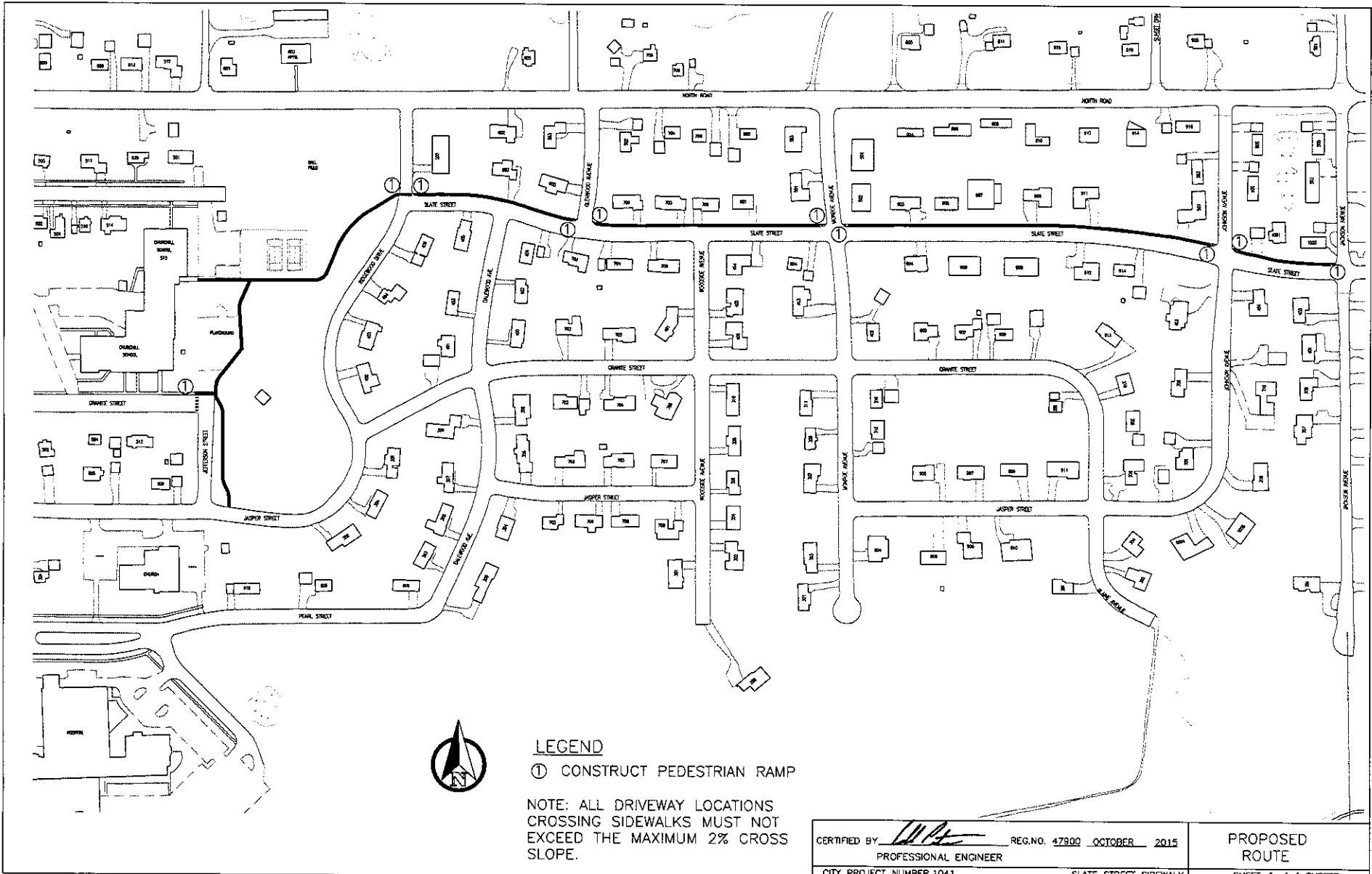
On **Monday, October 19, 2015 at 7:00 PM**, the City has scheduled an informal Public Information Meeting to be held in the Council Chambers at City Hall (1307 Cloquet Avenue). At this meeting, staff will present the preliminary design, answer questions and take public input on the project. In the meantime, if you have any questions or particular concerns regarding the proposed improvements, feel free to call the City Engineer's Office at 879-6758.

Sincerely,



Caleb Peterson  
Assistant City Engineer

Cc Mayor and City Council  
Brian Fritsinger  
Jim Prusak



**LEGEND**

① CONSTRUCT PEDESTRIAN RAMP

NOTE: ALL DRIVEWAY LOCATIONS CROSSING SIDEWALKS MUST NOT EXCEED THE MAXIMUM 2% CROSS SLOPE.

CERTIFIED BY *[Signature]* REG. NO. 47900 OCTOBER 2015  
 PROFESSIONAL ENGINEER  
 CITY PROJECT NUMBER 1041 SLATE STREET SIDEWALK

PROPOSED ROUTE  
 SHEET 1 of 1 SHEETS