CLOQUET PARKS COMMISSION AGENDA

Web Meeting Monday, September 14, 2020 4:30 p.m.

Please join my meeting from your computer, tablet or smartphone.

https://www.gotomeet.me/KrisStArnold

You can also dial in using your phone.

United States: +1 (408) 650-3123

Access Code: 673-488-925

ACTION TAKEN

- 1. Call to Order.
- 2. Approval of Minutes.
 - a. March 2, 2020, 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.

Please give your name, and address. Visitors may share concerns on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. All comments will be taken under advisement by the Commission. No action will be taken at this time. Public Comments will be limited to 10 minutes per topic or 30 minutes total. The Commission may request an item be placed on a future agenda for further discussion as part of the regular meeting.

- Commissioner Comments/Updates.
- b. Community Ed Report –Ruth
- c. City Staff Report Caleb
 - Pine Valley Signage Review
 - Athletic Park Warming House/Rink Discussion
 - COVID Warming House Recommendations
 - Maintenance Activities
- 5. Action Items.
 - a. 2021 Park Budget and CIP
- 6. Future Items.
 - Next Meeting (Monday, November 2, 2020 Web Meeting)
- 7. Adjourn.

Regular Meeting.

Parks Commission March 2, 2020 - 4:30 p.m.

City Hall

Present:

C. Martinson, T. Krohn, T. Urbanski, J. Badger, J. Anderson, M. Krick

Absent:

J. Fryc

Staff:

C. Peterson, T, Johnson, K. Stedman, A. Chalberg, L. Anderson

Others:

R. Reeves, K. Kolodge, K. Taylor

MINUTES

The minutes of the February 3, 2020 regular meeting were presented. Motion by J. Anderson and 2nd by Krohn to approve, motion carried 4-0.

COMMUNITY ED

R. Reeves' update included news of the all the action at the indoor pool which includes: Friday Night swimming, 50 youth registered for a March Narwhals Junior Swim Club, a life-guard class beginning tomorrow and spring swim lessons in April. There are two family fun days left. Adult drop-in volleyball is going well and there were more than 50 kids for youth ice skating lessons. Tae Kwon Do is coming back to Cloquet and a bike maintenance class April 21. After school enrichment at all three buildings is going very well. There is a Star Gazing event on April 25th at 8:30 p.m. at Hilltop Park. She asked for input on possible sponsors for the skate park event. Last year the event was well attended by youth and by neighbors and the hope is to repeat it as it is positive PR.

COMMISSIONERS UPDATE

Commissioner Krohn reports that the application for the regional designation of Pine Valley to the Greater Minnesota Parks and Trails Commission has been submitted and results are expected by the end of March. The Snow Dog demo model is available for purchase. Discussion ensued as to who would own it, maintain it, where would it be stored, and who would be authorized to use it. Staff states the City would not assume responsibility. Commissioner Krohn also received a \$5000 donation from Enbridge for the mountain bike trail. Enbridge will attend the May 9th event to be acknowledged. The Rotary group has agreed to partner with the City and supply the 501c3 for fundraising activities. Lastly dog waste pick-up bags are requested for the north side of the river, east of Hwy. 33.

K. Taylor from the FDL Resource Management office presented information on their invasive species program. They are mostly targeting buckthorn around the Pine Valley Loop. They are asking to also treat adjacent City properties in the White Pine Loop Trail. They follow the strict environmental guidelines, install signage at the time they treat and mostly do target treatments on stumpage vs widespread spraying. Staff will prepare a Memorandum of Understanding stating the City is on board with the treatment program.

CITY STAFF REPORT

Staff reports that a mountain bike trail phase II pre-construction meeting with Trail Logic will be held Tuesday March 17th. For future discussion Staff asks the commissioners to consider possible action regarding the tapping of maple trees on City property and the equipment being left there. Also, the trash from hospital employees on City property is of concern and staff will discuss solutions with the Community Memorial Administration. Lastly Staff asks the Commission to consider the plans for the warming houses. Athletic Park needs a new furnace and as the lowest usage of all rinks.

The Park Dept. said all the rinks are now closed for the season. The final clean-up of Christmas decorations and some grooming of the ski trails continues. They will begin pruning shortly.

ACTION ITEMS

The FDL Trail agreement was discussed.

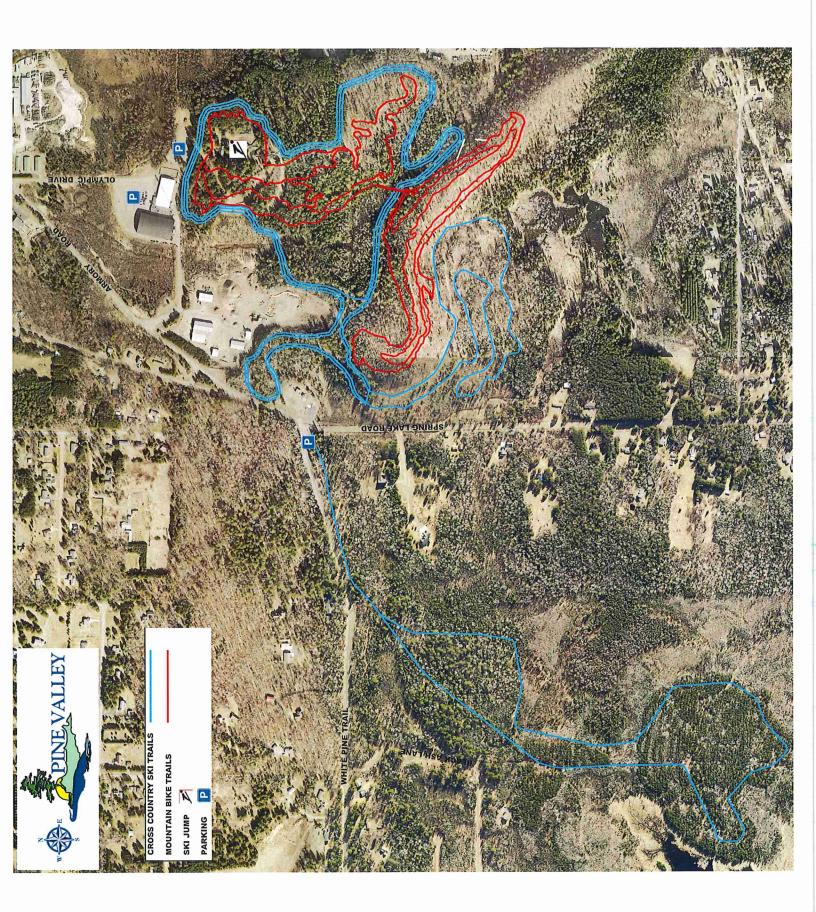
Motion by Badger and 2_{nd} by Martinson to recommend approval of amended agreement with FDL for operation and maintenance of the Pine Valley West trail system. Motion carried 5-0.

NEXT MEETING

The next meeting to be held Monday April 6, 2020 - 4:30 p.m. at City Hall.

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

Secretary	

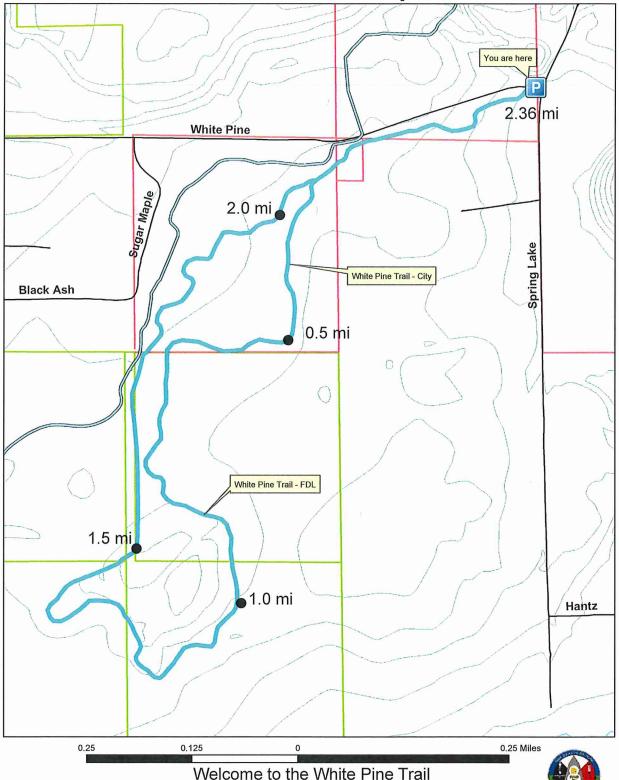








Pine Valley Trail System White Pine Loop



Legend

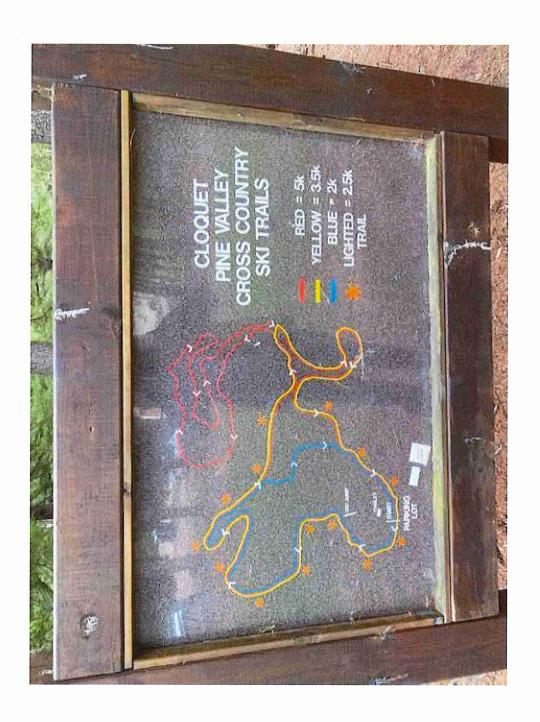
White Pine Loop Snowmobile trail 10 foot contours City Owned Lands Fond du Lac Lands Please be courteous

- Classic skiers use set tracks
- Skate skiers use trail center
- Hikers and snowshoers use side opposite classic tracks
- Single file
- Remove dog poop from trail
- No motorized vehicles









Caleb Peterson

From:

hlatikulu@aol.com

Sent:

Tuesday, September 08, 2020 10:28 AM

To:

Caleb Peterson

Subject:

Fwd: Pv trail name proposal

Attachments:

Cloquet Parks Board.docx

Hi Caleb

Attached is a Word document from the Milltown Miler's Mountain Bike group with suggestions to naming the mountain bike trails. I would like this to be put onto the agenda for discussion.

Some other items -

I think there are 5 things that need to be done on the MBT's - safety ramp on jump on new black trail, paint black or gray on white or red paint on trees on black trail, cut up a tree that fell and slightly blocking the new black trail, take down the fences blocking (in theory only) the new trails, put up or discuss a divider between the ski trail and MBT behind the ski jump, and there may need a by-pass at the 1st feature on the new black trail. Also, when Brad comes back, we need to mark out the volunteer built trail.

Did you get from Tom what needs to be ordered for the brown post signs? I have a group willing to put them up.

Will the Thursday night group take down the ribbons they put up when they are finished using the ski trail? If that was them.

We may need to put up more fencing on the big jump where the gate is padlocked (caught two guys on the big jump, they climbed around the existing gate.

The beaver have blocked the culverts completely again.

Thanks

-----Original Message----From: Jeff leno <chiroleno@gmail.com>
To: hlatikulu@aol.com
Sent: Tue, Sep 8, 2020 6:58 am

Subject: Pv trail name proposal



Cloquet Parks Board,

On behalf of the Milltown Milers mountain biking group, I am reaching out to submit trail segment names for the Multi-Use Pine Valley single-track trails. Naming trails provides two objectives; the first objective is to simply identify individual trails on stationary maps and while the trail is in use. The second objective is to provide a unique flavor to our trails for regional marketing and identity. After numerous conversations, our group decided that we would utilize lumberjack/logging themed names for our submission. With that said, we are also providing other signage suggestions as a way to better navigate Pine Valley Park and to pay homage to the various trails' founders.

Trail names:

Lower green loop – Haul Road
Climb to Ridge – Spring Board
Upper ridge, Blue loop – Hoot-Nanny
Blue flow trail down to ski crossing – Boom Run
(Early 2020) Ridge Black loop – Ripsaw
(Late 2020) New green climb – Chisel Grind
(Late 2020) New green spur trail – Bootlegger
(Late 2020) New ski-jump trail – Misery Whip
(Late 2020) New Black trail – Timber Cruiser

Bonus feature names:

Tree jump, off of ridge black trail – **Widow Maker** Wall climb on new black trail - **Gulch Wall**

Non-specific sign recommendations at base of trail:

- *Sign dedicating the trails to founders: Tim Krohn, Tom Urbanski, Greg Williams, Mark Hagen and possibly others (not know to this writer) to be included.
- *New maps of single track trails base of trail, top of ridge intersection, top of ski-jump intersection.
- *Signs pointing users in the direction of the:

Chalet

Ski trails

Ski jump

Single track trails

Sincerely, Jeff Leno, Milltown Milers organizer

Disclaimer: These trail suggestions are merely an idea brought forth by local mountain biking group, The Milltown Milers. These suggestions are not intended to override, offend, denigrate or to slight those who have been involved in creating the fine trails at Pine Valley. We simply would like to create identity for our community's trails and would like to pay homage to the men and women who made these trails possible.

Skating Rink Attendance 12/20/2019 - 2/23/2020

Pinenurst Sunnyside

20	53	20	53
2.2	9.88	6.46 (1.14)	12.15
110	524	323 (57)	644
7	96	29 (9)	65
32	133	159 (31)	338
71	295	135 (17)	241
	32 7 110 2.2	32 7 110 2.2 133 96 524 9.88	32 7 110 2.2 133 96 524 9.88 159 (31) 29 (9) 323 (57) 6.46 (1.14)

Numbers in () represent the number of people in the warming house at Pinehurst

Upcoming Maintenance Costs: The furnace needs replacing with an estimated cost of \$4000 -\$4400

Rink Attendant Cost: Approx. \$350 per week



DEPARTMENT OF PUBLIC WORKS

101 14th Street; Cloquet, MN 55720 Phone: (218) 879-6758 Fax: (218) 879-6555 Street - Water - Sewer – Engineering - Park www.cloquetmn.gov

REQUEST FOR ACTION

To:

Park Commission

From:

Caleb Peterson, Public Works Director

Date:

August 3, 2020

ITEM DESCRIPTION:

2021 Park Budget.

Proposed Action

Staff recommends the Park Commission MOVE TO RECOMMEND APPROVAL OF THE 2021 PARK FUND OPERATING BUDGET.

Staff further recommends the Park Commission MOVE TO RECOMMEND APPROVAL OF THE 2021-2025 PARK CIP.

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 2021 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.

The Commission may note this request includes an additional part time maintenance person in the Park Department. Last year's discussion started with a Park Supervisor position however the funding was ultimately deferred for future consideration. Due to budgetary uncertainty associated with the COVID-19 pandemic, staff recommends the 2021 request focus on the immediate need of additional maintenance staff with future consideration of a supervisor position.

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. 2021-2025 Draft CIP.

City of Cloquet 2021 Budget

		4,000.00 increase 1 year for chlorine equipmen	Wage Increases and Coordinator Time 2,300.00 new CTC Contract (\$190/month) 17,500.00 Rate Increases				85,000.00 Historic Use 10,000.00 Lots of Mechanical System			Discuss additional PT or FT maintenan 3,000.00 Campground Host Expense Account
		4,000.6	2,300.00				85,000.0			3,000.0
2024 PLANNING		3,100 2,500 500 6,100	50,000 1,500 1,000 1,500 1,500 1,500 1,500 1,000 1,1000	92,500		30	17,000 6,750 70,000 8,000 2,000 45,000 1,000 181,250	1	181,250	107,750 8,000 2,000 31,000 10,000 10,000 10,000 2,300 750 2,300 2,300
2023 PLANNING		3,100 2,500 500 6,100	50,000 1,500	92,500			17,000 6,750 70,000 6,000 32,000 45,000 1,000 1,000	j	181,250	107,750 8,000 2,000 31,000 10,000 10,000 2,300 2,300 2,500 2,500
2022 PLANNING		3,100 2,500 500 6,100	50,000 1,500 1,000 1,000 1,500 1,500 1,500 1,500 1,500 1,500 1,500 1,000	92,500			17,000 6,750 70,000 6,000 32,000 45,000 1,000 1,000 1,1250		181,250	102,850 8,000 2,000 31,000 10,000 8,500 2,300 750 25,200
2021 PROPOSED		3,100 2,500 600 6,100	1,500 1,500 1,600 1,000 11,500 1,500 1,500 1,000	92,500			17,000 6,750 70,000 6,000 32,000 2,500 45,000 1,000 1,000 1,000		181,250	98,200 8,000 2,000 31,000 10,000 15,000 15,000 2,250 2,200 2,000 2
2020 BUDGET		3,100 2,500 500 6,100	50,000 1,500 1,000 1,500 1,500 1,500 1,000 1,000	92,500			17,000 6,750 70,000 6,000 32,000 45,000 1,000 11,000	•]	181,250	92,100 8,000 2,000 31,000 10,000 7,700 8,300 2,100 2,100
6/12/2020 2020 YTD		, , 001	2,632 	7,732			5,813 2,118 42,795 2,723 13,222 1,345 26,489 		94,505	42,290 658 21 2,895 12,207 3,224 3,396 794 188
2019 ACTUAL		2,169 1,171 2,749 6,089	52,478 4,234 707 9,000 11,004 1,504 1,508	100,373		9,676	16,069 8,626 90,875 6,840 31,131 4,424 40,708 59,965 72,130	124,511	404,954	89,308 5,806 2,349 23,127 10,538 7,346 8,410 1,667 22,654
2018 ACTUAL		3,169 5,288 265 8,722	936 936 764 9000 12,707 14,229 1,773	87,862					j	176,548 8,375 3,784 29,362 6,757 44 13,842 13,842 13,435 3,143 1,575 14,786
GENERAL FUND FUND 101 (previously Fund 226) Acct # Account Description	PARKS SWIMMING POND	SUPPLES (101-45-514-2) CHEMICALS & CHEMICAL PRODUCTS OTHER MAINTERANCE SUPPLIES OTHER EQUIPMENT (-5,000)	OTHER SERVICES & CHARGES (101-45-514-3) CONTRACTED & OTHER LABOR MISCELLANEOUS EXPENSE TELEPHONEICELL PHONEINTERNET PROPERTY & LABILITY INSURANCE ELECTRIC SERVICE WATER, SEVNER, & STORMWATER NATURAL GAS SERVICE BUILDING MAINTENANCE EQUIPMENT MAINTENANCE	PUMP & MOTOR MAINT SUBTOTAL TOTAL SWIMMING POND EXPENDITURES	HOCKEY ARENA SUPPLIES (101 45-520-2)	OTHER MAINTENANCE SUPPLIES	OTHER SERVICES & CHARGES (101-45-520-3) MISCELLANEOUS EXPENSE TELEPHONE/CELL PHONE/INTERNET ELECTRIC SERVICE WATER, SERVICE, & STORMWATER NATURAL GAS SERVICE REFUSE DISPOSAL BUILDING MAINTENANCE EQUIPMENT MAINTENANCE BUILDING MAINTENANCE SUBTOTAL SUBTOTAL	CAPITAL OUTLAY (101-45-520-4) MOTOR VEHICLE	SUBTOTAL	PARK AREAS PERSONAL SERVICES (101-45-522-1) 0101 SALARIES - FT - REGULAR 0103 SALARIES - FT - 1.5 0104 SALARIES - FT - 2.0 0104 SALARIES - FT - 2.0 0109 SALARIES - PART TIME RINK ATTENDANT: 0112 SALARIES - JOB DIFFERENTAIL 0121 PERSO CONTRIBUTIONS 0122 MEDICARE CONTRIBUTIONS 0123 MEDICARE CONTRIBUTIONS 0124 VEBA CONTRIBUTIONS 0124 VEBA CONTRIBUTIONS 0125 MEDICARE CONTRIBUTIONS 0127 MEDICARE CONTRIBUTIONS 0128 MEDICARE CONTRIBUTIONS 0129 VEBA CONTRIBUTIONS
FUND Y	PARKS	0216 0229 0581	0307 0319 0321 0381 0382 0383 0401	0405	HOCK	0229	0319 0321 0381 0382 0383 0384 0401 0402	0550		PARK 0103 0104 0105 0105 0112 0122 0123

ance staff

	GENERAL FUND								
FUND 1	UND 101 (previously Fund 226)			6/12/2020					
		2018	2019	2020	2020	2021	2022	2023	2024
Acct #	Account Description	ACTUAL	ACTUAL	È	BUDGET	PROPOSED	PLANNING	PLANNING	PLANNING
0132	DENTAL INSURANCE	2,233	1,892	950	1,900	1,900	1,900	1,900	1,900
0133	LIFE INSURANCE	421	252	•	300	300	300	300	300
0142	UNEMPLOYMENT COMP BENEFITS	•	•	120	•	•	•		1
0151	WORKERS COMP INSURANCE	10,919	6,261	4,270	6,500	6,500	6,500	6,500	6,500
	SUBTOTAL	285,224		81,660	194,500	202,450	208,850	215,400	215,400

	30,000.00 Historic Use, more staff 7,500.00 Historic Use, more staff	17,500.00 Historic Use 15,000.00 Historic Use, Rate Increases 7,500.00 1 year increase for shelter roofs @ pinehurst 2,000.00 Historic Use, older fleet	Playground Replacement new CIP Items (Pinehurst, sunnyside, athletic, little peoples over 8 yrs)	
2024 PLANNING	300 13,000 22,000 5,000 \$	3,000 2,500 15,000 1,500 5,000 7,000 7,000 1,500	380,200	82,000 82,000 722,050
2023 PLANNING	300 13,000 5,000 5,000 1,000	3,000 3,500 15,000 15,000 17,000 5,000 7,000 1,5	60,000 60,000	82,000 82,000 782,050
2022 PLANNING	300 13,000 22,000 5,000 1,000	3,000 3,500 15,000 1,500	353,650	81,000
2021 PROPOSED	300 13,000 100 22,000 6,000	3,000 3,500 2,500 2,500 7,000 7,000 7,500 7,500 7,500 104,400	60,000 60,000 407,250	80,000
2020 BUDGET	300 13,000 100 22,000 5,000 1,0404	3,000 3,500 3,500 12,500 12,500 7,000 7,000 7,000 1,50	339,300	79,600
6/12/2020 2020 YTD	82 4,166 324 15,248 1,901	570 1,313 19,758 11,593 5,507 4,257 4,257 1,286 2,566 1,849 1,619 1,619 2,96 2,96 4,520	1,624	37,545 37,545 289,407
2019 ACTUAL	486 13,421 23,157 7,666	2,27 4 3,148 3,148 3,148 3,25 19,238 19,238 19,238 5,205 6,338 6,338 6,338 6,338	47,815	78,129 78,129 1,021,967
2018 ACTUAL	316 12,838 29,339 9,478 300 52,271	3) 26,626 3,114 590 32,485 3,097 17,785 17,785 17,785 15,090 5,217 5,090 5,217 15,701 15,701	1,500 15,208 4,936 1,613 3,388 722 722 82 82 82 499,938	76,635 76,635 673,157
GENERAL FUND FUND 101 (previously Fund 226) Acct # Account Description	SUPPLIES (101-45-522-2) 0200 OFFICE SUPPLIES 0212 MOTOR FUELS 0215 SHOP MATERIALS 0219 OTHER OPERATING SUPPLIES 0229 OTHER OPERATING SUPPLIES 0240 SMALL TOOLS & EQUIPMENT 0561 OTHER EQUIPMENT 5.000) SUBTOTAL	OTHER SERVICES & CHARGES (101-45-522-3) 0305 MEDICAL & DENTAL FEES 0319 MISCELLANEOUS EXPENSE 0321 TELEPHONECELL PHONECINTERNET 0331 TRAVELTRAINING/CONFERENCE 0380 FUEL OIL 0381 FUEL OIL 0382 NATURAL GAS SERVICE 0383 NATURAL GAS SERVICE 0407 BUILDING MAINTENANCE 0402 EQUIPMENT MAINTENANCE 0402 VEHICLE MAINTENANCE 0403 VEHICLE MAINTENANCE 0403 VEHICLE MAINTENANCE 0403 VEHICLE MAINTENANCE 0404 EQUIPMENT MAINTENANCE 0405 VEHICLE MAINTENANCE 0407 VEHICLE MAINTENANCE 0408 VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE VE	CAPITAL OUTLAY (101-45-5224) BUILDINGS & STRUCTURES GSSO OTHER EQUIPMENT OTHER THAN BLDG OSSS SKI JUMP, TUBING HILL MAINTIMPROV GSSS SKI JUMP, TUBING HILL MAINTIMPROV GSSS SKI TRAIL MAINTIMPROV GSSS SKI TRAIL MAINTIMPROV GSSS SKI TRAIL MAINTIMPROV GSSS SKI CHALET MAINTIMPROV GSSS LIGHTING MAINTIMPROV GSSS LIGHTING MAINTIMPROV GSSS PLAYGROUND EQUIP MAINTIMPROV GSSS PLAYGROUND EQUIP MAINTIMPROV GSSS TENNIS, BASKETBALL MAINTIMPROV GSSS TENNIS, BASKETBALL MAINTIMPROV GSSS TENNIS, BASKETBALL MAINTIMPROV GSSS SUBTOTAL	PARK ACTIVITIES OTHER SERVICES & CHARGES (101-45-533-3) 0652 COMMUNITY EDUCATION CONTRACT TOTAL PARK ACTIVITIES EXPENDITURES TOTAL EXPENDITURES

City of Cloquet, Minnesota Capital Plan 2021 thru 2025

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2021				
2011 John Deere Front Mower	Parks	PE-602	2	48,000
2013 Toro Groundmaster Mower	Parks	PE-614	3	65,000
Pinehurst Playground Replacement	Parks	PP-045	2	60,000
14th Street Utility Infrastructure	Street & Utilities	STUP-012	2	1,065,000
	Total for 2021			1,238,000
2022				
2010 Single Axle Ford Dump Truck	Parks	PE-601	2	55,000
2012 Ford Dump Truck	Parks	PE-604	2	70,000
Antus Addition/14th Street Utility Extension	Street & Utilities	STUP-008	4	650,000
Tall Pine Lane Area	Street & Utilities	STUP-009	3	1,138,000
14th Street Utility Infrastructure	Street & Utilities	STUP-012	2	1,100,000
	Total for 2022			3,013,000
2023				
Athletic Park Playgound	Parks	PP-046	3	60,000
Ped Rive Bridge	Parks	PP-048	2	240,000
17th Street Reconstruct #2	Street & Utilities	STUP-016	3	645,000
	Total for 2023			945,000
2024				
2014 SkiDoo Skandic Grooming Snowmobile	Parks ,	PE-608	2	17,000
	Total for 2024			17,000
2025				
2015 GMC Crew Cab Pickup	Parks	PE-605	3	45,000
Little Peoples Playground	Parks	PP-047	3	60,000
Prospect Avenue #2	Street & Utilities	STUP-020	3	1,945,685
	Total for 2025			2,050,685
GRAND TOTAL				7,263,685