



**CITY OF CLOQUET
City Council Agenda
Tuesday, February 20, 2018
7:00 p.m.
City Hall Council Chambers**

CITY COUNCIL WORK SESSION

- *6:00 Joint meeting with EDA
- 6:30 PLA Ordinance Update
- 6:45 Legislative Assistance Agreement

**Please Note Change in Start Time*

Roll Call.

2. Pledge of Allegiance.

3. Approval of Agenda.

- a. Approval of February 20, 2018 Council Agenda

4. Approval of Council Minutes.

- a. Work Session Minutes from the January 16, 2018 meeting
- b. Regular Council Minutes from the January 16, 2018 meeting

5. Consent Agenda.

Items in the Consent Agenda are considered routine and will be approved with one motion without discussion/debate. The Mayor will ask if any Council members wish to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- a. Resolution No. 18-08, Authorizing the Payment of Bills and Payroll
- b. Consideration of Appointments to Boards and Commissions
- c. Transfer Single Family Residential County Tax Forfeit Property for Affordable Housing
- d. Fond du Lac Water Agreement
- e. Authorization to Bid Skatepark Improvements

6. Public Hearings.

- a. Second Public Hearing on the 2015-2017 Small Cities Development Program



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7. **Presentations.**

None.

8. **Council Business.**

- a. Set Hearing Date for Arch Street Reconstruction
- b. Advance of State Aid Construction Funds

9. **Public Comments.**

Please give your name, address, and your concern or comments. Visitors may share their concerns with the City Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor 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 Council. No action will be taken at this time.

10. **Council Comments, Announcements, and Updates.**

11. **Adjournment.**



Annual Report 2017 for the Community Development Department

The core functions of the Community Development Department are to provide building inspections and housing code compliance; planning, zoning, and subdivision of land services, and economic development services. This is the annual report reviewing the activities of the Community Development Department during the year 2017. As such, the below report is broken up into these service function areas.

Department staffing consists of four employees: one economic development staff (Community Development Director), one planning staff (City Planner / Zoning Administrator), one building and housing staff (Building Official), and a shared secretary with the Public Works Engineering Division (Public Works Secretary). The Department utilizes the consultant services of Duane Grace for commercial and industrial building code reviews.

Additionally, the Department uses the Northsp an Group for business loan reviews, Ehlers as financial advisors, and Briggs and Morgan as our Development Attorney. Periodically, the Department utilizes the services of Pro-West and Associates to create GIS data layers unique to the City's regulatory information.

In terms of staff development and leadership roles this year, Matt Munter, Building Official was asked to serve as the Northeast Minnesota Representative from the Arrowhead Chapter to the Association of Minnesota Building Officials (AMBO). Mr. Munter also serves in the role of Vice President for the Arrowhead Chapter of Building Officials.

Staff maintains the following professional memberships:

- *Laurie Anderson, Secretary: MN Minnesota Building Permit Technicians Association (MBPTA)*
- *Al Cottingham, City Planner/Zoning Administrator: Minnesota Chapter of the American Planning Association (MnAPA and APA)*
- *Matt Munter, CBO Building Official/Code Enforcement: Association of Minnesota Building*



Community Development Staff: Matt Munter, Laurie Anderson, Holly Hansen, and Al Cottingham.



Commercial Code Review Consultant Duane Grace.



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Officials (AMBO) Board Member, Arrowhead Chapter of Building Officials.

- *Holly Hansen, EDFP/AICP Community Development Director: Economic Development Association of Minnesota (EDAM), Iron Range Economic Alliance (IREA), Minnesota Chapter of the American Planning Association (MnAPA)*

Building Code Administration

Building permits, inspections, and plan reviews are conducted by the Building Official Matt Munter with plan review for commercial and industrial projects reviewed by consultant Duane Grace. Inspection requests and data are organized by Secretary Laurie Anderson.

In 2017, the total building permits issued were 584 compared to 482 permits in 2016.

The large commercial projects this year were:

- Taco Bell \$750,0000
- Dunlap Island Warming House \$664,914
- Friends of Animals \$400,000
- Community Memorial Hospital Wound Care Center \$340,000
- Gordy's Exterior Restroom Building \$120,000
- Evergreen Knoll Renovations \$670,329
- Dominos \$100,000
- ISD 94 Churchill School Security Entry, Office and Conference Space \$136,186
- ISD 94 Washington School Security Entry, Addition, Renovation, HVAC \$116,272
- ISD 94 Garfield Administration Building Renovation, HVAC, Office Space \$170,000
 - High School: Security Entry and reroof done in 2016
 - Middle School: permits pulled 2015

Annual building values for 2017 totaled \$7,939,594 which were up from \$6,282,853 in 2016. Additionally, half way through the year the City began administering building permits and inspections for the City of Scanlon generating \$2,446.31 in revenue. There were 15 new single-family homes constructed this year compared to four in 2016, 13 of which were prefabricated factory stick (12 of which were part of the County Club Patio Homes project) and two were traditional stick built homes both constructed along West Taylor. In terms of Capacity Availability Fees (CAF), which are connections to the Western Lake Superior Sanitary sewer, numbers normalized after an upswing in this category during 2016 with a new Middle School, and numerous commercial projects.

Housing Code Enforcement

Chapter 10 of City Code outlines the building and housing code requirements. In 2017, the department placarded 18 properties for water shut offs or other lack of utilities



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(electric or heat), 24 of these were turned back on. Staff continues to work with owners, managers, and the Carlton County Assessor's Office in creatively addressing property distress. Staff managed a vast spectrum of types of housing code violations covering a broad spectrum of issues:

- Ongoing work related to a structural condemnation tear down on 20th Street
- Private property retaining wall collapse mediation and technical assistance
- Abandoned garbage house on Avenue B
- Vacant commercial buildings
- Illegal parking on city property

COMMERCIAL BUILDING HIGHLIGHTS



The New Taco Bell Site on Hwy 33 South.



ABOVE: The New Dunlap Island Warming House near the St. Louis River. BELOW the new Gordy's restroom center.



ABOVE: Friends of Animals purchased the former County Human Services Building on Avenue B and 10th Street in Downtown Cloquet. Boldt Construction was the General Contractor and volunteered significant time as did many other businesses in the region to bring this project to reality. BELOW: new interior kennels.



BELOW: Community Memorial Hospital constructed a wound clinic and kidney care, above is the new canopy entrance for that center.



TABLE 1: 2017 BUILDING PERMIT COMPARISON

CITY OF CLOQUET PERMITS Type	2017			2016		
	No.	Value	Amount	No.	Value	Amount
ADDITION/REMODEL COMMERCIAL/INDUSTRIAL	5	1,273,298.00	10,197.34	3	417,500.00	4,618.19
ADMIN COMMERCIAL/INDUSTRIAL	39	3,202,873.00	26,358.67	17	1,064,038.00	10,907.82
ADMINISTRATIVE PERMIT	89	588,984.00	8,517.78	102	774,495.00	12,439.16
BUILDING NEW RESIDENTIAL	15	807,000.00	10,892.15	4	1,042,500.00	11,910.93
BUILDING NEW MULTIFAMILY RESIDENTIAL	0	0	0	0	0	0
BUILDING PERMIT ADDITION OR REMODEL	6	220,346.00	3,184.57	9	710,500.00	9,923.34
BUILDING PERMIT DECK	12	63,093.00	1,812.69	15	71,294.00	2,179.21
BUILDING PERMIT NEW COMMERCIAL	3	1,435,174.00	15,008.94	4	1,733,500.00	14,992.99
BUILDING PERMIT NEW GARAGE	22	348,828.00	6,824.21	21	469,026.00	8,174.47
DEMO - ACCESSORY	1	0	26.00	0	0	0
DEMO – COMMERCIAL	1	0	1.00	1	0	1.00
DEMO – RESIDENTIAL	1	0	0	2	0	102.00
GRADING PERMIT	3	0	304.40	8	0	284.46
MECHANICAL PERMIT	103	0	1,510.00	88	0	4,050.00
PLUMBING	70	0	3,180.00	40	0	3,405.00
RE-ROOF OR RE-SIDE	151	0	10,451.00	100	0	10,500.00
SIGN	9	0	989.00	20	0	1,163.00
ACCESSORY BUILDING SITE LOCATION	9	0	250.00	13	0	325.00
FENCE PERMIT	45	0	1,250.00	35	0	775.00
TOTAL	584	\$7,939,594.00	\$83,954.70	482	\$6,282,853.00	\$95,751.57
CITY OF SCANLON PERMITS	16	\$96,111.00				



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TABLE 2: 2017 SEWER CONNECTIONS (CAFS)

<u>TYPE</u>	<u>Total CAF Units</u>
Capacity Availability Fee/Permits (4 Cloquet homes)	14
Capacity Availability Fee/Permits (Town House)	0
Capacity Availability Fee/Permits (Commercial/Industrial)	1
TOTAL	15

TABLE 3: 2017 ZONING AND SUBDIVISION APPLICATIONS PROCESSED

<u>TYPE OF APPLICATION</u>	<u>NUMBER</u>
Appeals	0
City Owned Land Requests	0
Conditional Use Permit Applications	2
Residential	2
Commercial/Industrial	0
House Moving Permit Applications	0
Gravel Extraction (new)	0
Gravel Extraction (renewals)	4
Other	3
Planned Developments	1
Residential	1
Commercial/Industrial	0
Site Plan Reviews (Design Standards)	5
Subdivision Plat	1
Subdivision Lot Splits or Consolidations (Administrative Review)	6
Variance Applications	5
Subdivision Regulations	1
Zoning Ordinance	4
Wetland Review	2
Zoning Amendment Applications	2
Map	0
Text (Subd. Regs. Amendment)	2
TOTAL	31

TABLE 4: 2017 INSPECTIONS PERFORMED

<u>TYPE OF INSPECTION</u>	<u>NUMBER</u>
Building permits (include plumbing, fences, signs etc.)	950
Gravel Mine Operations	4
Housing Code Violations (added Habitation Condemnation)	41
<u>Zoning Ordinance Violations</u>	<u>4</u>
TOTAL	999

TABLE 5: 2017 FEES COLLECTED

<u>TYPE OF FEE</u>	<u>AMOUNT</u>
Building Permits (City)	\$81,245.73
Plan Review Fees	12,760.92
Mechanical Permits	4,840.00



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Grading Permits	186.00
Plumbing Permits	4,170.00
City CAF Fee Retained	564.00
Sign & Other Permits	1,111.50
<u>Zoning Administration Special Application Fees</u>	<u>8,475.00</u>
TOTAL	\$113,353.15

Zoning and Subdivision Administration

There were 31 zoning and subdivision applications in 2017, compared with 38 in 2016 and there were 2 Wetland Conservation Act (WCA) cases. Community discussion on these issues are administered and facilitated by the City Planner Al Cottingham and the volunteer Planning Commission whose participation remains actively engaged with seven members:

Cloquet Planning Commission 2017

- **Jesse Berglund**, Vice Chair
- **Kelly Johnson**
- **John Sanders**
- **Terri Lyytinen**
- **Nathaniel Wilkinson**
- **Uriah Wilkinson**, Chair
- **Elizabeth Polling**

Notable Zoning Cases in 2017 included:

- SKB Shamrock Landfill Proposed CUP Amendment (to Hours of Operation and SRFI percentage volume modification)
- Country Club Patio Homes Single Family Subdivision
- White Pine Apartments Site Plan Review
- Wetland Conservation Act: Country Club Patio Homes Single Family Subdivision

Staff continues to use materials purchased as part of the Blue Cross Blue Shield Active Places Demonstration Project, during summer months the last few years demonstration bump-outs have been placed along Cloquet Avenue in order to receive feedback from the public and businesses. The Bump-Outs decrease the number of lanes of traffic pedestrians had to cross from 5 to 3 lanes. We continue creating these temporary situations at various locations along Cloquet Avenue this year leading up to the possible changes planned for the 2018 construction season.

Staff has begun working with the architects and engineers for CAFD site plan and the water treatment facility. These site plans will require review and recommendation by the Planning Commission and City Council approval.



Economic Development

Economic Development work for Cloquet is facilitated by Community Development Director Holly Hansen and led by the Cloquet Economic Development Authority (EDA), a seven member volunteer commission, provide the community platform for local economic discussion and decision making.

Cloquet EDA Commissioners 2017

- President Ross Peterson, Frandsen Bank and Trust
- Vice President David Bjerkness, City Councilor
- Russ Smith, Retired Cloquet Schools
- Adam Bailey, City Councilor
- Steve Micke, Reliable Insurance
- Mike Schultz, Sappi Fine Papers North America Division
- Shelly Peterson, Boldt Construction

EDA Goals for 2017

Goal #1 - Downtown Redevelopment/Revitalization

Strategy: Increase the number and variety of retail, office, commercial, and mixed-use destinations to maintain Downtown as a vibrant destination and place of commerce.

Goal #2 - Develop the Cloquet Business Park

Strategy: To increase sustainable business and employment opportunities within the Cloquet Business Park while broadening the commercial/industrial sector and tax base.

Goal #3 - Promote the Development & Maintenance of Housing by implementing the 2014 Cloquet Housing Study

Strategy: Ensure that the City's housing stock supports the needs of local employers, employees, and targeted businesses including the adequate marketing of the City's housing (re)development opportunities.

Goal #4 - Develop Business and Community Marketing Program

Goal #5 - Business Retention, Expansion (BRE) and Attraction

Goal #6 - Provide Proactive Economic and Community Development Leadership and Support

Strategy: Economic Development projects to be considered and pursued within Cloquet will be communicated proactively with the City to successfully transition projects through various approval processes.

Goal #7 – Proactively Participate in Private Redevelopment of Underutilized Properties and Land along South Highway 33 for Retail/Office Development and North Highway 33 for Commercial/Mixed-use Development Opportunities



Strategy: To increase the diversity of retail shopping alternatives for the residents of the City and attract others to shop in Cloquet and to craft viable office employment centers in Cloquet.

SUMMARY

The year 2017 began featuring the 50th Anniversary of Upper Lakes Foods in *Twin Cities Business*, and later in the year the Boldt Company was featured on the cover as the highlight in the *Duluthian*. In January 2017, the EDA was faced with the tricky situation of a short sale of the Cloquet Home Center to Best Oil Company, writing off the remainder of the Cloquet EDA loan as a loss of roughly \$31,000. The overall picture was positive news, the sale was a reflection of business retention and the building was an attractive opportunity to the new owners of Best Oil as their headquarters. After multi-generational Cloquet resident owned Best Oil, it was sold to a southern Minnesota based company in late 2016, that company could easily have located elsewhere in the state. In January 2017, the Avenue C Restaurant opened bringing a unique venue into the West End Business District.



Best Oil purchased the former Cloquet Home Center and renovated the building into their office headquarters.

In May 2017, the century plus Cloquet business Diamond Match (Jarden Home Brands) closed their product line was sold to a company in the southern United States who did not wish to acquire the Cloquet Plant. The building was sold and purchased by local business partners who opened the building to cold storage warehousing and opened the office area for lease space (now occupied by TCC Accounting).



Cloquet's Voyageur was refurbished and relocated in 2017.

In the spring of 2017 the EDA completed the Cloquet Business and Community Marketing Strategy with Ady Advantage. From this project, various marketing brochures were developed and will be featured on the new stand alone EDA website in 2018.

During the summer of 2017, MnDOT District 1 who partnered with the City of Cloquet to obtain special safety funding to address crash factors at the base of South Hwy 33 at Interstate 35, finalized the design concept for a roundabout. The riverfront parks area underwent transformation and the Voyageur was refurbished and returned to Dunlap Island, creating a stronger transportation draw through the West End Business District.

In September, the new Cloquet Middle School opened to student occupancy and later in the month Sappi received the MN Office of Foreign Direct Investment Award which was presented by statewide representatives. In the fall the EDA completed 2017 Downtown



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Cloquet Revitalization Strategy identifying unique needs for the Cloquet Avenue and West End Business Districts. The EDA issued a resolution of support for the Enbridge Line 3 Project. During the course of the year, the EDA provided gap financing loans to Viking Properties and the Northeast Barbeque for building renovation projects. Manufacturing Appreciation Month (October), led to ISD 94 student manufacturing tours of Sappi and USG and also SCS Interiors in Duluth were coordinated with DEED.

By November 2017, the Avenue C Restaurant closed its doors and the owner is not able to reopen. During 2018 that lending institution will complete liquidation steps keeping the City informed, as the City purchased a percentage of the bank's SBA loan (City has roughly \$18,000 outstanding in loan funding). Staff compiled Small Business Saturday promotions and advertised those in the Pine Journal, City Facebook page and on WKLK radio.

Major Projects by the EDA in 2017 Included:

HOUSING PROJECTS:

- The EDA continued implementation efforts related to the 2015 award from the state for \$885,500 in Small Cities Development Program funding for owner occupied, rental, and commercial improvements in the City of Cloquet. The City hired Lakes and Pines to administer **owner occupied and rental projects** as selected by the City.
- The EDA issued an application for the MN City Participation Program for various first time home buyer programs to provide dedicated bonding dollars for Cloquet. Cloquet was issued \$192,730.67 in program funding, but instead overused available program dollars with local participating banks for four Cloquet projects in the amount of \$475,730.
- The EDA issued Tax Increment Financing for a single-family home subdivision at Country Club Patio Homes.

BUSINESS PROJECTS:

- The EDA continued implementation efforts related to the 2015 award from the state for \$885,500 in Small Cities Development Program funding for owner occupied, rental, and commercial improvements in the City of Cloquet. The City hired Carlton County to administer **commercial projects** as selected by the City.
- The EDA provided a gap financing loans for renovations at 1003 Avenue B and 7 N. 8th Street (NE BBQ).

STUDIES & DATA:



- The EDA completed both the Cloquet Business and Community Marketing Strategy and the 2017 Downtown Cloquet Revitalization Strategy.
- Staff maintains available buildings and land opportunities in Cloquet and monitors them on the Northland Connection website.

BUSINESS PROMOTION:

- During Manufacturing Appreciation Month (October), the City Council issued a proclamation and ISD 94 coordinate student manufacturing tours of local businesses were coordinated with DEED.
- Staff compiled Small Business Saturday promotions and advertised those in the Pine Journal, City Facebook page and on a WKLK radio show.
- The EDA issued a resolution of support for the Enbridge Line 3 Project.

TABLE 6: 2017 EDA LOANS

<u>TYPE OF PROJECT</u>	<u>CITY \$</u>	<u>BUSINESS</u>	<u>GRANT/ BANK</u>	<u>TOTAL</u>
1) Viking Properties	\$75,000	\$100,000	\$0	\$175,000
2) NE BBQ	\$10,475	\$11,823	\$25,000	\$47,298

TABLE 7: 2017 HOUSING PROJECTS

- 1) Country Club Patio Homes Subdivision \$3.5 million project, Tax Increment Financing (TIF) issued, the TIF Note has not yet issued but is not to exceed \$488,444
- 2) MN City Participation Program, 4 income qualified first time home buyers used the direct program bonding dollars for Cloquet \$475,730

TABLE 8: SUMMARY OF SMALL CITIES GRANT PROJECTS: OWNER, RENTAL, COMMERCIAL 2015-2017

OWNER OCCUPIED

- 1) 103 18th Street: \$17,482 Grant, \$7,493 Owner Loan Match (\$24,975 Total). This project involved roofing, windows, doors, electrical, plumbing, gutters, landscaping, flooring, drywall, countertop, and ceiling repair/fan removal.
- 2) 110 7th Street: \$15,844.32 Grant, \$6,273.68 Owner Loan Match (\$22,118 Total). This project involved roofing, soffit/fascia, gutters, doors, plumbing, electric, windows, and drywall.
- 3) 202 Carlton Avenue: \$17,248 Grant, \$7,392 Owner Loan Match (\$24,640 Total). This project involved siding, roofing, HVAC, electric, windows, drywall, and soffit/fascia.



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- 4) 318 4th Street: \$16,389 Grant, \$7,024 Owner Loan Match (\$23,413 Total). This project involved roofing, windows, door, electrical, plumbing, stairs, soffit/fascia, and lead.
- 5) 325 10th Street: \$17,286 Grant, \$7,409 Owner Loan Match (\$24,695 Total). This project involved roofing, windows, handicapped platform, doors, gutters, electrical, grab bars, handrail, risers, exterior, driveway, painting, lead work, floors, doors, windows, and front entry.
- 6) 336 10th Street: \$14,000 Grant, \$7,356 Owner Loan Match (\$21,356 Total). This project involved soffit/fascia, handrail, electric, doors, and windows.
- 7) 344 10th Street: \$17,500 Grant, \$12,140 Owner Loan/Cash Match (\$29,640 Total). This project involved roofing, electric, lead exterior/windows, doors, baseboard, and cabinets.
- 8) 414 10th Street: \$17,409 Grant, \$7,461 Owner Loan Match (\$24,870 Total). This project involved siding, soffit/fascia, flooring, chimney, handicapped shower, electric, windows.
- 9) 426 10th Street: \$7,644 Grant, \$3,576 Owner Loan Match (\$11,220 Total). This project involved gutters, windows, doors, landscaping, drywall, risers, countertop, kitchen sink, electrical, oil tank.
- 10) 427 12TH Street: \$16,373 Grant, \$7,017 Owner Loan Match (\$23,390 Total). This project involved roofing, windows, doors, gutters, rear entry, electrical, plumbing, lead, landscaping, and soffit/fascia.
- 11) 1605 Selmsler: \$15,611 Grant, \$6,690 Owner Loan Match (\$22,301 Total). This project involved furnace, windows, doors, entry platform, firewall, basement waterproofing, plumbing, and bathroom fan.

RENTAL OCCUPIED (SINGLE FAMILY) REHABILITATION PROJECTS

- 12) 309 14th Street: \$17,524 Grant, \$7,510 Owner Cash Match (\$25,034 Total). This project involved furnace, insulation, tuck pointing, stucco, roof, gutters, soffit/fascia, doors, and windows.
- 13) 425 9th Street: \$13,541.50 Grant, \$5,803.50 Owner Cash Match (\$19,345 Total). This project involved roofing, windows, handrail, risers, flooring, electrical, lead, bathroom fan, trim/siding/gable, and bathroom tiles.

COMMERCIAL PROJECTS

- 14) 602 Cloquet Avenue (Lamberts Auto Glass): \$22,680 Grant, \$9,720 Owner Cash Match (\$32,400 Total). This project targeted the exterior building façade and included



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concrete masonry, stucco/trim, signage, carpentry, insulation, lighting, and demolition work.

15) 7-8th Street (NE BBQ): \$25,000 Grant, \$23,398 Owner Loan Match (\$48,398 Total). This project involved removing the existing roofing and replacing that roof with an adhered EPDM roofing system.

16) 1007 Cloquet Avenue (TJ's Gun & Pawn): \$25,000 Grant, \$43,139.47 Owner Cash Match (\$68,139.47 Total). This project upgraded the front façade, windows, doors, and replaced the roof.

17) 1013 Cloquet Avenue (former Ed's Bakery, now Farmers Insurance) Front Façade Project: \$24,105 Grant, \$10,331 Owner Cash Match (\$34,436 Total Farmers Insurance Project) Side Façade Project: \$25,000 Grant (Cloquet EDA leverage to DEED for \$885,500), \$2,670 Cornerstone Bank Match (\$27,670 Total EDA/Bank Project). Overall total SCDP project total \$62,106. This project involved the removal of existing siding to install dryvit stucco, steel siding, manufactured stone and slate, and added roof flashing. The project also removed asbestos and improved plumbing and electrical. Signage, door, and lower east trim will be done in the spring of 2018.

18) 1110 Cloquet Avenue (Pack N Mail Station): \$19,183 Grant, \$8,222.05 Owner Cash Match (\$27,405.05 Total). This project involved roofing, mechanical and electrical upgrades. While there was no exterior façade work done with this project, core building maintenance was tackled including roofing insulation, the installation of a tankless water heater, and electrical upgrades.

19) 1402 Cloquet Avenue (Shooting Stars Dance Studio): \$17,745 Grant, \$7,605 Owner Cash Match (\$25,250 Total). This project involved front and side façade upgrades adding masonry, carpentry, windows, moisture/thermal protection, and signage.

20) 1618 Cloquet Avenue (Split Rock Private Trading): \$23,842 Grant, \$11,003 Owner Loan Match (\$34,845 Total). This project implemented exterior stonework, funded carpentry to address a portion of rotten exterior wall, replaced 7 windows and a door, and implemented signage.



COMMERCIAL SMALL CITIES GRANT PROJECTS 2015-2017

Before/After Photos of 602 CLOQUET AVENUE (Lamberts Auto Glass)

- Cloquet Commercial Storefront Grant (\$22,680), Owner Match (\$9,720) Total investment: \$32,400.
 - This project included concrete masonry, stucco/trim, signage, carpentry, insulation, lighting, and demolition work.



Before/After Photos of 7 – 8th STREET (NE BBQ)

- Roof: Cloquet Commercial Storefront Grant (\$25,000) & Owner Match (\$23,398) Total investment: \$48,398.
 - This project involved removing the existing roofing and replacing that roof with an adhered EPDM roofing system.





Before/After Photos of 1007 CLOQUET AVENUE (TJ's Gun & Pawn)

- Front Façade, Windows & Roofing, Cloquet Commercial Storefront Grant (\$25,000) & Owner Match (\$43,139.47) Total investment: \$68,139.47.
 - This project involved roof repair/asbestos abatement, brick, window and door replacements.



Before/After Photos of 1013 CLOQUET AVENUE (former Ed's Bakery, now Farmers Insurance).

- Front Façade, Cloquet Commercial Storefront Grant (\$24,105) & Owner Match (\$10,331) Total investment \$34,436.
- Side Façade, Cloquet EDA leverage project to secure total state grant funding (\$25,000) & Cornerstone Bank Collaboration as bank owned property (\$2,670) Total investment \$27,670.
- Total project investment: \$62,106.
 - This project involved the removal of existing siding to install dryvit stucco, steel siding, manufactured stone and slate, and added roof flashing. The project also removed asbestos and improved plumbing and electrical. Signage, door, and lower east trim will be done in the spring of 2018.





Upgrade Photos of 1110 CLOQUET AVENUE (Pack N Mail Project)

- Roofing, Mechanical & Electrical Upgrades, Cloquet Commercial Grant (\$19,183) & Owner Match (\$8,222.05)
Total investment: \$27,405.05.

- While there was no exterior façade work done with this project, core building maintenance is important to tackle, that is what owners targeted with this project. Upgrades done included roofing insulation, the installation of a tankless water heater, and electrical upgrades.



Before After Photos of 1402 CLOQUET AVENUE (Shooting Stars Dance Studio)

- Exterior Façade Upgrades, Cloquet Commercial Grant (\$17,745) & Owner Match (\$7,605) Total investment: \$25,250.
 - This project involved masonry, carpentry, windows, moisture/thermal protection, and signage.



Before-After Photos of 1618 CLOQUET AVENUE (Split Rock Private Trading)

- Exterior Façade Upgrades, Cloquet Commercial Grant (\$23,842) & Owner Match (\$11,003) Total investment: \$34,845.
 - This project implemented exterior stonework, funded carpentry to address a portion of rotten exterior wall, replaced 7 windows and a door, and implemented signage.





Cloquet EDA 2018 EDA Work Plan

Goal #1 - Promote the Development & Maintenance of Housing by implementing the 2014 Cloquet Housing Study and Taskforce Recommendations

Strategy: **Ensure that the City's housing stock supports the needs of local employers, employees, and targeted businesses including the adequate marketing of the City's housing (re)development opportunities.**

Implementation Steps:

1. The EDA will continue housing efforts playing a crucial role in housing development and redevelopment in Cloquet, maintaining clear economic development housing incentives for market and affordable housing projects in Cloquet (e.g. Housing TIF/Abatement Policy) and assistance in securing grant funding to assist with key community projects.
2. Provide technical expertise, as requested by the Cloquet School District ISD 94/Developer related to the adaptive re-use of the Carlton Avenue Middle School building into housing.
3. Support new single-family projects and housing subdivision projects, especially those that will connect with public utilities.

Goal #2 - Develop the Cloquet Business Park

Strategy: **To increase sustainable business and employment opportunities within the Cloquet Business Park while broadening the commercial/industrial sector and tax base.**

Implementation Steps:

1. Launch a new standalone EDA website working with Granicus featuring Ady prepared brochures, other Cloquet EDA programs, and an updated Business Park brochure (listing acceptable exterior finishes and removing pricing).
2. Engage in business lead generation activity work with Ady Advantage.
3. Conduct BRE (Business Retention Expansion visits) with regional economic development partners to leverage incentives and share marketing information on Cloquet EDA programs and sites such as the Business Park.
4. Outreach to past leads and site selectors.
5. Consider the Marketing Study recommendation to hire a Twin Cities based broker to generate more statewide exposure on the site.
6. Stay apprised of FDL and NESC broadband fiber opportunities for the Business Park.
7. At this time the EDA is not interested in expending additional dollars on required alta survey work to pursue DEED's Shovel Ready Certification.
8. Hold an informational business resources meeting for Cloquet businesses with regional ED partners, marketing Cloquet EDA programs.



Cloquet EDA 2018 EDA Work Plan

Goal #3 - Downtown Revitalization

Strategy: Increase the number and variety of retail, office, commercial, and mixed-use destinations to maintain Downtown as a vibrant destination and place of commerce.

Implementation Steps:

1. **ATTRACT BUSINESS AND RESTORE BUILDINGS:** The Downtown Revitalization Strategy 2017 noted that the Cloquet Avenue and West End Districts have different needs and approaches to accomplish revitalization. With successes along Cloquet Avenue, create a program for the West End Business District to attract interested businesses who want to purchase, renovate and create jobs in the district. Consider a program similar to what Duluth created for the Lincoln Park District.
 - a. Devise a program for the West End to encourage building purchases, upgrades, and job creation by owner occupied businesses. Consider naming that program in a similar manner to what Duluth has named theirs for Lincoln Park which is “*Advance West Loan Program*” so for example Cloquet’s could be “*Advance the West End.*”
 - b. Hold an informational business resources meeting for Cloquet businesses with regional ED partners.
 - c. Conduct ongoing BRE visits with Cloquet businesses.
 - d. Examine partnership opportunities with FDL and NESC on potential broadband opportunities.
 - e. Review off street parking standards in the West End to allow more onstreet parking use year round in this zero lot line district and/or increase the number of municipal parking lots in the West End district. Ensure downtown municipal parking lots are signed and there is wayfinding signage to them. Again, off street parking requirements are key to examine to restore vibrancy in a district built without off-street individual lot accommodations which necessitates the importance of onstreet and municipal lot infrastructure. In the past the EDA has discussed the concept of a gateway municipal parking lot entry into the West End with improved aesthetics and connectivity into the district (concept in the 2017 Downtown Strategy and 1998 Sketch Plan).
 - f. Ensure there is business district wayfinding signage visible from Hwy 33 for both Downtown Districts.
2. **CREATE A DRAW:** Work with FDL and others on a destination anchor for the district that is cultural, artist, or craft production related to generate a traffic draw into the district.
3. **ENFORCEMENT:** Initiate appropriate tools to enforce against irresponsible property owners that create a net negative property value drag.
 - a. Devise a commercial vacant building registry: The EDA should create and recommend to Council a vacant commercial building registry with a financial disincentive for buildings that have utilities off and/or lack of consistent use/occupancy, the largest concentrated number of which are located in the West End. What has developed in the West End is a standing pattern of completely vacant commercial buildings or in other cases vacant mainlevel storefronts being used for storage while upper story residential rentals are strong, but storefront vibrancy is not. Owners of completely vacant buildings are paying minimal taxes on vacant buildings in which the utilities are off, with no enforcement stick by the City or County, creating a net negative property value drag throughout the District with a high number of building vacancies.



Cloquet EDA 2018 EDA Work Plan

4. IMPROVE DISTRICT AESTHETICS AND NATURAL/RECREATIONAL AMENITIES:

- a. Work on Implementation of the Downtown Revitalization Strategy adopted in 2017. Leverage and build upon completed Parks and Riverfront aesthetic and functional investments and planned future streetscaping investments for the West End and Cloquet Avenue Downtown Districts.
- b. Continue roadway, park, trail development drawing attraction to the Riverfront area bringing traffic past the West End. Continue work for off-road trail connection to Munger along Cloquet's downtown riverfront corridor. Meet with the railroad and other large industry landowners to convey the importance of the project to the City.
- c. Work with FDL and others on cultural mural opportunities in the West West End to convey Cloquet's unique history of both cultures

5. PROMOTE, ENCOURAGE & EMPOWER:

- a. Provide meeting space in City Hall for Downtown Businesses interested in reestablishing the Downtown Committee to plan events in Downtown.
- b. Leverage and explore partnership opportunities with the City's Special Events contract with the Chamber to hold events in Downtown Cloquet.
- c. Celebrate successes and create positive Cloquet community PR– ribbon cutting for Riverfront Parks when complete, Small Cities tour with DEED etc.

6. MARKETING LAUNCH – CLOQUET'S HISTORIC DISTRICT:

- a. proactively market Cloquet to attract new business investment.
- b. Market the program developed for West End owner occupied business development
- c. Hold an informational business resources meeting for Cloquet businesses with regional ED partners, marketing Cloquet EDA programs
- d. Conduct ongoing BRE visits with Cloquet businesses sharing Cloquet EDA marketing information.

SECOND TIER EDA PRIORITIES

Goal #4 – Workforce Development

Strategy: **To ensure local industries have the opportunity to educate local students on career opportunities in their community.**

Implementation Steps:

1. Further workforce development initiatives between major businesses and ISD 94, work towards career days in the gym similar to the City of Grand Rapids and speaking opportunities in the classrooms from local industrial/manufacturing/engineering/trades leaders in Cloquet to create knowledge. Hold trade events such as Construct Tomorrow at ISD 94.
2. Continue manufacturing promotion of Cloquet within the region connecting college workforce opportunities.
3. Engage in manufacturing issues locally as relevant.



Cloquet EDA 2018 EDA Work Plan

4. Continue to promote manufacturing month and student facility tours.
5. Encourage local industry college and student apprenticeship opportunities.

Goal #5 – Proactively Participate in Private Redevelopment of Underutilized Properties and Land along South Highway 33 for Retail/Office Development and North Highway 33 for Commercial/Mixed-use Development Opportunities

Strategy: **To increase the diversity of retail shopping alternatives for the residents of the City and attract others to shop in Cloquet and to craft viable office employment centers in Cloquet stimulating job creation.**

Implementation Steps:

1. Private developers and businesses will proactively work with the City of Cloquet on development and redevelopment opportunities that benefit the community.

Goal #6 - Business Retention, Expansion (BRE) and Attraction

Strategy: **To increase the positive interactions and engagement with existing businesses through partnerships and networking in support of our desirable small town atmosphere.**

Implementation Steps:

1. The City will schedule and implement visits on an ongoing basis inviting other area economic development stakeholders as they are available, or the visit relevant.

Goal #7 - Provide Proactive Economic and Community Development Leadership and Support

Strategy: **Economic Development projects to be considered and pursued within Cloquet will be communicated proactively with the City to successfully transition projects through various approval processes.**

Implementation Steps:

1. Regional and area economic development stakeholders are community partners proactively engaging on the onset of projects with the City of Cloquet.
2. Bolster collaboration with the Fond Du Lac Reservation.



ADMINISTRATIVE OFFICES

1307 Cloquet Avenue • Cloquet MN 55720
Phone: 218-879-3347 • Fax: 218-879-6555
email: areeves@cloquetmn.gov
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Honorable Mayor and City Council
From: Aaron S. Reeves, City Administrator *ASR*
Date: February 20, 2018

ITEM DESCRIPTION: PLA Ordinance Update

Proposed Action

Review and discuss proposed PLA update.

Background/Overview

The City has received input from the City Attorney, staff, local contractors, and business owners with concern over the current PLA Ordinance requiring PLA's for private projects that receive any City financial assistance. To address this issue staff recommends changing the ordinance to make the City financial assistance contribution threshold to private projects match that of the City construction project threshold of \$175,000. I have reviewed this with Mr. Olson of the Duluth Business Trades and they do not have an objection to this change.

Supporting Documentation Attached

- Draft Section 9.2 of City Code.
- Letters of Concern

Section 9.2: Project Labor Agreements

9.2.01 Policy. The City desires to advance or preserve its own proprietary interest in a Project where it acts as an owner, investor or developer. That interest is best served when construction of Covered Projects, as a purchase of construction services, has a compelling interest in ensuring that the City construction contracts proceed in a timely, cost-effective manner with the highest degree of quality and with minimal delays and disruptions. City contracts should be performed with the highest degree of safety for workers and the public, and in a manner, that provides meaningful training and employment opportunities for residents. Throughout the state and country, public and private construction owners regularly utilize and require project labor agreements for billions of dollars' worth of construction each year. Project labor agreements that establish uniform terms and conditions of employment for the contractors and other parties working on a project have been shown to provide an effective mechanism for construction management because they allow project owners to:

- (1) Predict their labor costs and requirements, and, therefore, more accurately estimate actual total project costs;
(2) Promote cost-efficient, timely and safe construction project delivery, by providing access to a reliable supply of properly trained and skilled construction craft personnel for all aspects of the project;
(3) Assure greater productivity and workmanship quality from construction craft personnel, thereby yielding high quality, cost-efficient projects, while also reducing maintenance and repair costs over the life of the project;
(4) Integrate work schedules and standardize work rules for the project to provide a well-coordinated, efficiently functioning construction worksite that will minimize delays, promote quality, and maintain project safety; and
(5) Assure that construction will proceed without interruption from staffing shortages, high employee turnover, safety incidents, and labor disputes by providing reliable project staffing, contractual guarantees against work stoppages and mutually binding procedures for resolving disputes.

9.2.02 Project Labor Agreement Required. A project labor agreement, is substantially the form adopted by resolution of the Council from time to time and kept by the city clerk as a public document, shall be required to be used on any Covered Project each city construction project, as Covered Project is defined below, with a total City investment project cost of \$175,000 or more. Any project labor agreement entered into by the City shall be made binding on all contractors and subcontractors working on the Covered Project. The City shall implement the project labor agreement by requiring adherence to the agreement in the bid specifications in all relevant bid documents. No contractor shall be required to be or become a party to a collective bargaining agreement on any other construction project in order to qualify to work under a project labor agreement implemented for a particular city project.

Project Defined. "Project" shall mean the erection, destruction, demolition, painting, remodeling or repairing of any building, highway, sidewalk, bridge, water or gas line, sewer and sewage treatment facility or other similar work.

Covered Project Defined. For purposes of this Section, "Covered Project" shall means that work performed under Contract with the City has a contract for construction services on a Project owned by the City with a total Project cost of \$175,000 or more, or work performed where the City has a proprietary interest because one or more of the following conditions are met:

- (1) The City makes a payment or grant to assist the development of a Project of \$175,000 or more.
(2) The City guarantees loan payments, lease payments or contract for deed payments to assist the development of a Project of \$175,000 or more
(3) The City receives ongoing revenue from a Project to repay loans provided by the City to assist the development of said Project, including incremental tax revenues generated by the Project and used directly or indirectly, to repay the loan by the City where the proceeds of the loan are used for development of that Project and the amount of the loan is \$175,000 or more.
(4) The City receives ongoing revenue from a Project to pay debt service on bonds provided by the City to assist in the development of said Project, including incremental tax revenues generated by the Project and used, directly or indirectly, to pay debt service on bonds by the City where the proceeds of the bonds issued are used for development of the Project and the amount of the bonds are \$175,000

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or more.

(5) That the City otherwise has assets at risk equal to or in excess of \$175,000 because it has agreed to underwrite or guarantee the development of a Project.

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~~provides any \$175,000 or more in financial assistance or payment (including but not limited to Contract payments, grants, loans, loan guaranties, tax increment financing, tax abatements, tax payments, lease payments, loan payments, contract for deed payments or revenue for bonds) for the erection, destruction, demolition, painting, remodeling or repairing of any building, highway, sidewalk, bridge, water or gas line, sewer and sewage treatment facility or other similar work.~~

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November 24, 2017

Mayor Dave Hallback
Cloquet City Councilors:
Adam Bailey
David Bjerkness
Roger Maki
Kerry Kolodge
Steve Langley
Jeff Rock

Re: City of Cloquet's requirement for Project Labor Agreements

Mayor and City Councilors,

I voiced my opinion in our joint EDA City Council meeting in June in opposition of the current City Ordinance requiring PLA's (Project Labor Agreements) in cases where the city is providing EDA assistance to private businesses. I have had many conversations regarding the PLA requirement with several business people, some working in the City of Cloquet, some working outside the City of Cloquet, some of which would be potentially impacted in the recent ordinance. The feedback I received was that this requirement was a deal killer and projects that they were contemplating with some anticipated EDA assistance would not work with the PLA requirement.

The goal of the Cloquet EDA is to provide encouragement and assistance to businesses in the City of Cloquet and those that have expressed interest in investing and locating in our community. We work hard to encourage businesses to invest and locate in our city and use what we have in economic development tools to assist businesses in their business goals. The requirement of a PLA in private projects exceeding total investment of \$175,000 is a disincentive and deal killer. Many small businesses have limited resources and cannot afford the added burden and expense to go outside their normal course of business that a PLA would require.

I am not against union labor or the use of union labor should a business decide that they wish to pursue a PLA. Requiring the use of a PLA is bad business when we (EDA) make it a requirement in order to access city economic development tools, especially when the economic development tool is a small piece of their project.

I believe the PLA requirement will be a significant disincentive for economic development in our city. I request that you please consider the amendment or elimination of the PLA requirement in cases where private businesses are utilizing any of the Cloquet Economic Development Agency development tools.

Thank You for your consideration in this matter.

Sincerely,



Ross Peterson
President, Cloquet Economic Development Authority



December 1st, 2017

Mayor Hallback and City Councilors
City of Cloquet
1307 Cloquet Avenue
Cloquet MN 55720-1657

RE: PROJECT LABOR AGREEMENTS

I would like to provide you with some information to consider regarding your recent decision to enact an ordinance that requires a Project Labor Agreement on City financed and City assisted projects.

The main reason PLAs do not work for us at this time in Cloquet is that we have a system of construction. We prefer to use modular construction. The subs we work with are familiar with how to put together this type of building system.

When I bid out electrical for example, there was \$60K between the low bidder (non-union) and the next bidder (union). The low bidder is used to working on mods, and the next bidder is not. The third bidder was \$65K higher than the second bidder and was non-union. In this case, the bids were all over the place, not because of union vs non-union, but because of product familiarity. If I had a PLA, I'd have to hire the second bidder and be \$60K down on one trade. What about the other trades? The union plumber I bid out doubled his price between our last apartment and the current proposal, even though the amount of on-site work has been cut in half with the mods vs site constructed.

All this talk about having non-union contractors hire guys off the bench and sign a PLA doesn't work. Think about it. We have 270,000 unfilled construction jobs in this country. That was before we were hit with three hurricanes and wildfires in CA. Why would a successful contractor want to deal with union paperwork and an inexperienced benchwarmer when he could just work on a project that does not require extra hoops?

In the time since we were ready to submit our TIF application and now, construction materials prices have gone up at least 10%. I've talked to builders that are adding \$15K to a standard house price, making them even less affordable, especially in our region where there is a massive disparity between income and home or rental affordability. By the time the Mayor and Council reviews the PLA policy next May or so, we will have a \$180,000 cost increase in our project, minimum. This is a real liability, and if interest rates go up, it will be more.

Look at the rental rates for apartments constructed in Duluth. \$1000 per month for a one bedroom apartment in Duluth or Superior? \$1250 for a two bedroom? This isn't realistic or sustainable for the average incomes we have in our region. I just read an article in Business north, where a new housing development in Duluth was being labeled as "workforce housing". That sounds nice, doesn't it? Well, the starting one bedroom rent for that development is \$1,100 per month. Our rates in Cloquet for our newest properties are just over \$700 per month for a large one bedroom apartment.

We construct market rate housing that people can afford. We don't construct low income housing, although TIF does have provisions for that. We work with the HRA whenever possible and I believe they would confirm that. We haven't constructed "luxury" apartments. We have been in the middle, because that market is underserved due to the way housing finance and income works.

I live here, shop here and work here. My daughter goes to school in Cloquet. I have invested millions of dollars in this community and pay over \$50,000 in property taxes in Cloquet alone. But now, I am a second class citizen. My non-union subs who live and work in the area are now second class citizens. I look at other parts of the state and the country and they are booming- on fire economically (and literally in the case of California).

I don't have time to work in a system that is "indexed" and further regulated in an environment that is already heavily regulated at all levels. If I could, or if any business could work in a different market that does not have unnecessary restrictions to business growth or development, why wouldn't they?

I do understand the political aspects and personal desire to "protect" the brotherhood. Organizing and getting local union supporters elected does exactly what it was intended to do. You put your members in a position to get more work, have less competition and get paid better. Makes sense to me, if I were a union member. The trouble is that 84% of our workforce is non- union in this state, and when you take public dollars or influence and use it to protect or reward the minority, there tends to be trouble. There is also the moral aspect of taking the majority's money and giving it to a specific group of people at a higher cost. The resolution that the City Council passed that extends the PLA requirement to City assisted financing, like TIF, appears to be illegal. I have verified this with other legal counsel. I also believe that if challenged, the State Law allowing jurisdictions to require PLA's on general fund money would not be upheld. There are very few places in the Country where this occurs. Northeastern Minnesota is one of them.

To my knowledge, Cloquet is the only City in the United States that requires a PLA on City assisted financing. As I said, I respect the decision of the Mayor and Council and the clear position they have taken. I would rather have that, then be half way through an approval and have a reversal of policy. I am simply writing this letter to let you know

how your decision has affected your community, from my perspective. If I didn't live here, I wouldn't have taken the time.

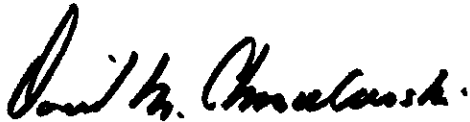
In housing, with the labor shortages and increased material costs we are experiencing, further restricting development will only make the housing shortage worse- far worse. Don't just ask me. Ask any builder in this region. Ask any employer trying to find good help. This is a real problem and is holding us back when we should be advancing our community.

I have done a fair amount of work in Duluth for other developers. This is the reason I have thus far, chosen not to do my own development in Duluth. I strongly recommend not using Duluth as a role model for economic policy.

We intend to begin production on mods this winter and complete a project this summer. Hopefully it can be in Cloquet.

Sincerely,

BLACKHOOF DEVELOPMENT

A handwritten signature in black ink, appearing to read "David M. Chmielewski". The signature is written in a cursive, flowing style.

DAVID M. CHMIELEWSKI

C: PLA



Jim Kuklis Construction Company
1593 Evergreen Drive
Cloquet, MN 55720

27 November 2017

Mayor Hallback
City of Cloquet
1307 Cloquet Avenue
Cloquet, MN 55720

Dear Mayor Hallback & Cloquet City Council Members,

We are writing to your attention concerning PLA requirements as recently imposed by the City of Cloquet.

Lisa was at the first part of the 5:30 meeting on October 17th and appreciated hearing the discussion firsthand as well as the suggestion that the developers present be invited to speak, which did not, unfortunately, occur.

It can't be stressed enough that time is of the essence. Developers need to plan and orchestrate work at least 6-12 months out. Based on the lack of legal decision from the State on this issue, the next building season will likely result in an even greater gap in housing options for Cloquet residents and potential residents.

Local small businesses, including Jim Kuklis Construction, contribute the growth and vibrancy of our community at personal risk and expense. According to Stephen B. Friedman, a consultant with decades of TIF experience in Illinois and Wisconsin and a member of ULI's Public/Private Partnership Council, "TIF works because government looks the private sector in the eye and puts public money where the private sector is also willing to put private money. You have to have a meeting of the minds about what works for the communities and the developers."

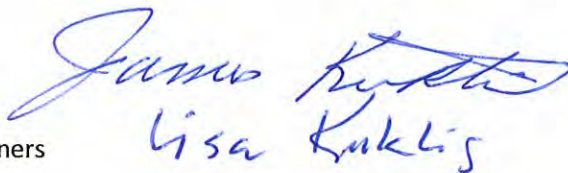
As you know, we would love to finish Trails Edge - preferably in 2 to 3 big phases. We have not paid for advertising in over 7 years, yet we receive calls almost daily and have had to routinely turn away prospective residents - many who are then forced to relocate to other cities and townships instead of being able to reside in the community they love. That being said, I feel we have reached the tipping point for market rent rates in this community, so we are very mindful of costs and expenses. Building multiple buildings in a single phase would help to control costs as well as make for a beautiful expansion of Cloquet's Senior living options.

There are many reasons we have waited to submit a TIF application, and we can outline them more thoroughly later. However the two points I will share now are 1) We agree that to inflate the request for funding to satisfy prevailing wage parameters is definitely not good stewardship of public money, and 2) We value the preservation of small business in our community - all of our subcontractors are small, family businesses, mostly LLC's and they verbalize no interest in being a part of prevailing wage requirements. They would likely pass on any jobs Jim offered as they currently have and anticipate no shortage of work in Hermantown and other areas to remain in business. To echo another local builder's comment, PLA "imposes a system" on my small business company that we are not equipped to handle.

Let's not be the community that gets left behind while others grow and flourish around us - let the market and not the Unions control the cost of developing.

Sincerely,

Jim & Lisa Kuklis, Owners

Handwritten signatures of Jim and Lisa Kuklis in blue ink. The signature for Jim is written above the signature for Lisa.

Trails Edge Townhomes

(218) 940-5383

kuklisconstruction@live.com



November 1, 2017

Holly Hansen
Community Development Director
City of Cloquet
1307 Cloquet Avenue, Cloquet Minnesota 55720

Re: White Pine Apartments and Response to Project Labor Agreement Inquiry.

Dear Holly:

Thank you for reaching out to us regarding Cloquet's Project Labor Agreement (PLA) Requirement on Private Economic Development Projects using gap financing with a total project cost over \$175,000.

White Pine Apartments is not currently utilizing any gap financing from the City of Cloquet, so it does not fall under these requirements.

If it did, we are estimating it would add approximately \$495,000 (9%) - \$940,000 (16%) of additional cost to the project.

Sincerely,

Vice President of Development – Midwest Region
Commonwealth Development Corporation
CC: Aaron Reeves



North America

Cloquet Operations

Sappi Cloquet LLC
2201 Avenue B
PO Box 511
Cloquet MN 55720
Tel +1 218 879 2300

Michael Schultz
Managing Director

October 30, 2017

TO: Mayor Dave Hallback
Members, Cloquet City Council
Jeff Rock
David Bjerkness
Roger Maki
Kerry Kolodge
Steve Langley
Adam Bailey

FROM: Mike Schultz, Managing Director

RE: Cloquet's Requirement for Project Labor Agreements

To address your request regarding the impact of the PLA requirement on private economic development projects utilizing financing through the City of Cloquet, I can simply state that the requirement would deter Sappi from seeking any such financing opportunities. Interestingly, we are a union facility and have very robust and constructive relationships with our union leaders. In addition, when contracting work, we seek to utilize union contractors whenever practicable. However, based on my personal experience when Potlatch built the pulp mill through the 90's under a PLA, we had very significant negative economic impact trying to force the use of union labor where the expertise we needed for certain specialty work was non-union. Given the state of the pulp and paper industry, we cannot afford even the slightest inefficiency in any project that we do. As such, especially for large projects, we generally would not consider signing on to a PLA and tie our hands. The Cloquet mill has not signed onto a PLA since being part of Sappi even though I would conservatively estimate that well over 95% of all contract labor we utilize is union. This isn't a union vs. nonunion issue for us. This is an efficiency issue.

Both as an EDA commissioner and as my role as Managing Director of Sappi's Cloquet mill, I can also speak to how disheartened I am to hear that some housing development projects in Cloquet have been scrubbed as a result of the PLA requirement. The absolute number one complaint that I hear of new employees hired into Cloquet is the lack of housing. Most will spend six months to a year to find a home, which of course becomes an added expense to Sappi. It is very difficult to hire professional and skilled labor into our mill as it is. This is just one more aspect that hurts our overall competitiveness as a mill.

We take our responsibility to the City very seriously. It is even in our Vision statement for the Cloquet mill which reads: "Our vision for the Sappi Cloquet mill is to be a dynamic, world class operation that secures a sustainable future for our employees, business partners, and community". Constraints added by the City, such as the PLA requirement, make it just that much harder for us to live up to that vision. It also gives one pause to wonder what the vision is for the City of Cloquet?

Thank you for your request to provide my thoughts on this issue.

Regards,

Mike Schultz
Managing Director
Sappi Cloquet Mill



ADMINISTRATIVE OFFICES

1307 Cloquet Avenue • Cloquet MN 55720
Phone: 218-879-3347 • Fax: 218-879-6555
email: areeves@cloquetmn.gov
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Honorable Mayor and City Council
From: Aaron S. Reeves, City Administrator *AR*
Date: February 20, 2018

ITEM DESCRIPTION: Legislative Assistance Agreement

Proposed Action

Review and discuss proposed legislative assistance agreement with Flaherty & Hood for the revision of our Sales Tax Legislation.

Background/Overview

The City's approved Sales Tax Legislation has three approved uses. One of those uses is \$5.8 million for extension of utilities and the construction of all improvements associated with the development of property adjacent to Highway 33 and Interstate Highway 35. Since the Sales Tax Legislation was approved further review of this area has been completed and it has been determined that the land is not suitable for development. The City needs to have the legislation amended to allow for the \$5.8 million to be allocated for the other two approved uses. To assist in this process I have asked for a proposal from Flaherty & Hood to assist in drafting the legislation, monitoring its process, and lobbying for its approval. This will be done along with the City staff's lobbying efforts. The work will be billed on an hourly basis not to exceed \$10,000 but I believe that it will come in lower than this amount.

Supporting Documentation Attached

- Flaherty & Hood Legislative Assistance Proposal
- Sales Tax Legislation

January 25, 2018

Aaron Reeves, City Administrator
City of Cloquet
1307 Cloquet Ave.
Cloquet, MN 55720

Dear Aaron:

Thank you for your inquiry regarding legislative services for the 2018 Session of the Minnesota Legislature. This letter serves as proposal and agreement for Flaherty & Hood, P.A. (“the Firm”) to provide legislative services to the City of Cloquet (“the City”) as it relates to potential changes to the city’s current local option sales tax authorization.

Qualifications. Flaherty & Hood has extensive experience in assisting cities with local option sales tax, food and beverage tax, and lodging tax issues at the legislature. Previous local sales tax clients include Rochester, Mankato, North Mankato, and the six cities that collaborate on the St. Cloud area sales tax (St. Cloud, Sartell, St. Joseph, Waite Park, St. Augusta, and Sauk Rapids) among others.

Scope of Services. Flaherty and Hood, P.A shall provide legislative services as directed by the City of Cloquet. These services may include the following activities:

- Strategic advice related to legislative initiatives
- Assistance with drafting of legislation and appropriate amendments
- Assistance with production of lobbying and informational materials in support of the City’s sales tax effort
- Direct lobbying of members of the legislature including chairs and members of key committees and legislative leadership as appropriate
- Direct lobbying of the Governor’s administration and state agencies
- Legislative monitoring
- Assistance with the preparation of testimony in front of committees if necessary

Delivery of Services. Bradley Peterson will be responsible for providing services from Flaherty & Hood, P.A. on a day-to-day basis. Mr. Peterson will be assisted by other members of the Firm as necessary. Aaron Reeves will have responsibility to direct services on behalf of the City. No services will be provided that have not been approved by Mr. Reeves.

Term of Agreement. Services under this agreement will begin upon approval by the Cloquet City Council and will be provided through December 31, 2018.

Compensation. Flaherty & Hood will bill the City for services based on the hourly rate schedule attached. Reasonable fees for photocopies, postage and mileage if required will also be invoiced to the City. The City will be invoiced on a monthly basis.

The total cost of the contract will be capped at \$10,000.

Conflict of Interest. The Firm is not aware of any current conflict of interest in representation of the City and any of its other clients. If the Firm becomes aware of a conflict, it will notify both parties immediately and will seek a waiver of the conflict from both parties.

Amendment to Agreement. This agreement may be amended by mutual consent of both parties. The amendment must be in writing, describe the additional services, terms or compensation agreed to, and be signed by the designated representative of the City and a representative of the Firm.

If this letter adequately outlines your understanding of our agreement, please return a signed copy to our office, to the attention of Bradley Peterson. We look forward to working with you and the whole team at the City of Cloquet.

By: 
Bradley Peterson, Shareholder

Accepted by: _____
On Behalf of the City of Cloquet

ATTACHMENT A: Hourly Rates

Shareholder Attorney	\$166 per hour
Tim Flaherty	
Chris Hood	
Brandon Fitzsimmons	
Bradley Peterson	
Senior Attorney (3 or more years' experience)	\$145 per hour
Robert Scott	
Elizabeth Wefel	
Mike Flaherty	
Associate Attorney (less than 3 years' experience)	\$125 per hour
Daniel Marx	
Shane Zahrt	
Erica Heikel	
Sr. Lobbyist.....	\$166 per hour
Marty Seifert	
Legislative Intern	\$ 52 per hour
Policy and Fiscal Analyst	\$130 per hour
Chris Henjum	
Senior Media Consultant	\$145 per hour
Glen Fladeboe	
Communications Specialist	\$99 per hour
Julie Liew	\$114 for web and graphic design

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authorized in subdivisions 1 and 2 until December 31, 2012. The question put to the voters must indicate that an affirmative vote would allow sales tax revenues be raised for an extended period of time and an additional \$139,500,000 of bonds plus an amount equal to the costs of issuance of the bonds, to be issued above the amount authorized in the previous elections required under paragraphs (a) and (b) for the projects and amounts specified in subdivision 3. If the taxes authorized in subdivisions 1 and 2 are extended under this paragraph, the taxes expire when the city council determines that \$139,500,000 has been received from the taxes to finance the projects plus an amount sufficient to prepay or retire at maturity the principal, interest, and premium due on any bonds issued for the projects under subdivision 4, including any bonds issued to refund the bonds. Any funds remaining after completion of the projects and retirement or redemption of the bonds may be placed in the general fund of the city.

EFFECTIVE DATE. This section is effective the day after compliance by the governing body of the city of Rochester with Minnesota Statutes, section 645.021.

Sec. 8. Laws 2008, chapter 366, article 7, section 19, subdivision 3, is amended to read:

Subd. 3. Use of revenues. Notwithstanding Minnesota Statutes, section 297A.99, subdivision 3, paragraph (b), the proceeds of the tax imposed under this section shall be used to pay for the costs of acquisition, construction, improvement, and development of a regional parks, bicycle trails, park land, open space, and pedestrian bridge walkways, as described in the city improvement plan adopted by the city council by resolution on December 12, 2006, and land and buildings for a community and recreation center. The total amount of revenues from the taxes in subdivisions 1 and 2 that may be used to fund these projects is \$12,000,000 plus any associated bond costs.

EFFECTIVE DATE. This section is effective the day after compliance by the governing body of the city of Clearwater with Minnesota Statutes, section 645.021.

Sec. 9. Laws 2010, chapter 389, article 5, section 6, subdivision 1, is amended to read:

Subdivision 1. Authorization. Notwithstanding Minnesota Statutes, section 297A.99, subdivisions 1, 2, and 3, or 477A.016, or any other law, ordinance, or city charter, the city of Marshall, if imposed within two three years of the date of final enactment of this section, may impose any or all of the taxes described in this section.

EFFECTIVE DATE. This section is effective the day following final enactment.

Sec. 10. CITY OF CLOQUET; TAXES AUTHORIZED.

Subdivision 1. Sales and use tax. Notwithstanding Minnesota Statutes, section 297A.99, subdivision 1, 477A.016, or any other provision of law, ordinance, or city charter, if approved by the voters pursuant to Minnesota Statutes, section 297A.99, the city of Cloquet may impose by ordinance a sales and use tax of up to one-half of one percent for the purposes specified in subdivision 3. Except as provided in this section, the provisions of Minnesota Statutes, section 297A.99, govern the imposition, administration, collection, and enforcement of the tax authorized under this subdivision.

Subd. 2. Excise tax authorized. Notwithstanding Minnesota Statutes, section 297A.99, subdivision 1, 477A.016, or any other provision of law, ordinance, or city charter, the city of Cloquet may impose by ordinance, for the purposes specified in subdivision 3, an excise tax of up to \$20 per motor vehicle, as defined by ordinance,

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purchased or acquired from any person engaged within the city in the business of selling motor vehicles at retail.

Subd. 3. Use of revenues. Revenues received from taxes authorized by subdivisions 1 and 2 must be used by the city to pay the cost of collecting the taxes and to pay for the following projects:

(1) \$4,500,000 for construction and completion of park improvement projects, including St. Louis River riverfront improvements; Veteran's Park construction and improvements; improvements to the Hilltop Park soccer complex and Braun Park baseball complex; capital equipment and building and grounds improvements at the Pine Valley Park/Pine Valley Hockey Arena/Cloquet Area Recreation Center; and development of pedestrian trails within the city;

(2) \$5,800,00 for extension of utilities and the construction of all improvements associated with the development of property adjacent to Highway 33 and Interstate Highway 35, including payment of all debt service on bonds issued for these; and

(3) \$6,200,000 for engineering and construction of infrastructure improvements, including, but not limited to, storm sewer, sanitary sewer, and water in areas identified as part of the city's comprehensive land use plan.

Authorized expenses include, but are not limited to, acquiring property and paying construction expenses related to these improvements, and paying debt service on bonds or other obligations issued to finance acquisition and construction of these improvements.

Subd. 4. Bonding authority. (a) The city may issue bonds under Minnesota Statutes, chapter 475, to pay capital and administrative expenses for the improvements described in subdivision 3 in an amount that does not exceed \$16,500,000. An election to approve the bonds under Minnesota Statutes, section 475.58, is not required.

(b) The issuance of bonds under this subdivision is not subject to Minnesota Statutes, sections 275.60 and 275.61.

(c) The debt represented by the bonds is not included in computing any debt limitation applicable to the city, and any levy of taxes under Minnesota Statutes, section 475.61, to pay principal of and interest on the bonds is not subject to any levy limitation.

Subd. 5. Termination of taxes. The taxes imposed under subdivisions 1 and 2 expire at the earlier of (1) 30 years, or (2) when the city council determines that the amount of revenues received from the taxes to finance the improvements described in subdivision 3 first equals or exceeds \$16,500,000, plus the additional amount needed to pay the costs related to issuance of bonds under subdivision 4, including interest on the bonds. Any funds remaining after completion of the project and retirement or redemption of the bonds may be placed in the general fund of the city. The taxes imposed under subdivisions 1 and 2 may expire at an earlier time if the city so determines by ordinance.

EFFECTIVE DATE. This section is effective the day after the governing body of the city of Cloquet and its chief clerical officer timely comply with Minnesota Statutes, section 645.021.

Sec. 11. CITY OF FERGUS FALLS; SALES AND USE TAX AUTHORIZED.

Subdivision 1. Sales and use tax. Notwithstanding Minnesota Statutes, section 297A.99, subdivision 1, or 477A.016, or any other provision of law, ordinance, or city

Cloquet City Council Work Session
Tuesday, January 16, 2018

 **DRAFT**

Present: A. Bailey, D. Bjerkness, K. Kolodge, S. Langley, R. Maki

Absent: Mayor Hallback, J. Rock

Staff: J. Barclay, N. Klassen, C. Peterson, C. Ferrell

Other: J. Peterson, Pine Journal; Bob Nelson, HRA; Frank Yetka, City Attorney

2018 Point in Time Count

- Bob Nelson, HRA Section 8 Coordinator, gave an update on the Carlton County Housing & Redevelopment Authority programs and initiatives.
- Mr. Nelson explained the Point In Time Count that will take place in Carlton County January 22-26. This HUD mandate counts the number homeless in Carlton County which can lead to increased funding for homeless programs, greater awareness in Carlton County and could raise a stronger case for a homeless shelter.

Ten Commandments Monument

- Discussion of the 10 Commandments monument that was hit and tipped by a vehicle in December. The city has received a letter from the Freedom from Religion Foundation requesting the monument be moved off public property or no city money be expended on repairs as this would be advocating religion. Staff is looking for direction on whether to repair it onsite in the spring or discuss other options. The insurance company of the driver has contacted the City requesting the cost of repair.
- Mr. Yetka explained that the monument was donated to the City in the 1950's by the Eagles. The monument has been damaged previously in 2005 and 2012, at which times the same correspondence was received. Courts ruled that because the monument was a donation to the city and no city monies were spent on repairs, it can remain on public property. In this latest incident, simply repairing the monument and passing costs on to the responsible party isn't advocating for religion.
- Council agreed to repair the monument on site in the spring and pass the cost on to the driver's insurance company. However, if a church or private entity were to come forward with interest to take the monument, the city should engage in conversation.

SEH CIP Study

- Mr. Reeves recommends acceptance of the proposal by SEH to develop a comprehensive planning document creating a priority list of the major reconstruction projects identified in the 5 year CIP budget. SEH will identify and collect data while adding their review and work with staff on a priority list as well with Ms. Klassen on the budgeting aspect. This plan will also include the sales tax projects. It will take approximately 3-4 months to gather data and put a plan together at which time Mr. Reeves will present to Council. This will give a big picture of the infrastructure with a more thorough review.

There being no further business, the meeting adjourned at 6:50 p.m.

Respectfully Submitted,

Aaron Reeves
City Administrator

Regular Meeting

Roll Call

 **DRAFT**

Councilors Present: Bailey, Bjerkness, Kolodge, Langley, Maki

Councilors Absent: Rock, Mayor Hallback

Pledge of Allegiance

AGENDA

MOTION: Councilor Langley moved and Councilor Kolodge seconded the motion to approve the January 16, 2018 agenda. The motion carried unanimously (5-0).

MINUTES

MOTION: Councilor Bailey moved and Councilor Maki seconded the motion to approve the minutes of the Work Session and Regular Meeting of January 2, 2018. The motion carried unanimously (5-0).

CONSENT AGENDA

MOTION: Councilor Langley moved and Councilor Maki seconded the motion to adopt the consent agenda of January 16, 2018. The motion carried unanimously (5-0).

- a. Resolution No. 18-06, Resolution Authorizing the Payment of Bills
- b. Ordinance No. 471A, An Ordinance Amending and Replacing Cloquet City Code Chapter 11 Regarding the Regulation of Utilities Within the City of Cloquet, For Purposes of Adopting an Integrated Utility Rate, Fee and Usage Schedule Which Can Be Amended from Time to Time by the City Council
- c. Resolution No. 18-07, Resolution Authorizing the Publication of a Summary of Ordinance No. 471A
- d. Resolution No. 18-05, Amending the Utility Rates
- e. Approval of Teamsters Local Union No. 346 and AFSCME Local Union No. 545 Labor Agreements
- f. Approval of Personnel Policies Handbook
- g. 2017 Pay Equity Implementation Report
- h. Approval of 2018 Remaining Business License Renewals
- i. Wal-Mart Liquor Box Off Sale Liquor License Amendment

PUBLIC HEARINGS

There were none.

PRESENTATIONS

There were none.

COUNCIL BUSINESS

There was none.

PUBLIC COMMENTS

There were none.

COUNCIL COMMENTS, ANNOUNCEMENTS, AND UPDATES

There were none.

On a motion duly carried by a unanimous yeas vote of all members present on roll call, the Council adjourned.



ADMINISTRATIVE OFFICES

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email: admin@ci.cloquet.mn.us
www.ci.cloquet.mn.us

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Nancy Klassen, Finance Director *(Signature)*
Reviewed/Approved by: Aaron Reeves, City Administrator
Date: February 16, 2018

ITEM DESCRIPTION: Payment of Bills and Payroll

Proposed Action

Staff recommends the Council move to adopt **RESOLUTION NO. 18-08, A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS AND PAYROLL.**

Background/Overview

Statutory Cities are required to have most claims authorized by the city council.

Policy Objectives

MN State Statute sections 412.271, Claims and disbursements for Statutory Cities.

Financial/Budget/Grant Considerations

See resolution for amounts charged to each individual fund.

Advisory Committee/Commission Action

Not applicable.

Supporting Documents Attached

- a. Resolution Authorizing the Payment of Bills and Payroll.
- b. Vendor Summary Report.
- c. Department Summary Report.

**CITY OF CLOQUET
COUNTY OF CARLTON
STATE OF MINNESOTA**

RESOLUTION NO. 18-08

A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS AND PAYROLL

WHEREAS, The City has various bills and payroll each month that require payment.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, That the bills and payroll be paid and charged to the following funds:

101	General Fund	\$	463,444.44
207	Community Development Operating		11,613.19
208	Small Cities Development		3,187.00
224	Public Facilities Planning		13,660.00
225	Permanent Improvement		5,145.80
226	Park Fund		38,262.41
228	Senior Center Fund		935.47
231	Public Works Reserve		137,135.54
260	Landfill Host Fee		485.00
405	City Sales Tax Projects		23,793.50
600	Water - Lake Superior Waterline		233,283.57
601	Water - In Town		115,761.90
602	Sewer Fund		119,867.30
605	Storm Water Fund		11,806.65
614	CAT-7		10,570.79
701	Employee Severance Benefits		1,444.53
	TOTAL:	\$	<u>1,190,397.09</u>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET
THIS 20TH DAY OF FEBRUARY, 2018.**

ATTEST:

Dave Hallback, Mayor

Aaron Reeves, City Administrator

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
113650	AMAZON.COM CREDIT	0.00	206.70
116100	AMERICAN PAYMENT CENTERS	0.00	92.00
116200	AMERICAN PLANNING ASSOCIATION	0.00	449.00
120100	ARROWHEAD LIBRARY SYSTEM	0.00	783.00
121000	ARROWHEAD SPRINGS INC	86.00	128.00
123150	B W DISTRIBUTING	0.00	213.98
123400	BAKER & TAYLOR	0.00	1,030.05
123900	BATTERIES PLUS	0.00	107.96
125700	BEST OIL COMPANY	702.23	720.17
128260	BRENT'S HEATING & COOLING LLC	99.00	4,600.00
132450	CAPSTONE PRESS, INC.	0.00	443.31
133775	CARLTON COUNTY ECONOMIC	9,200.00	3,187.00
134000	CARLTON COUNTY HIGHWAY DEPT	1,100.04	2,181.17
134700	CARLTON COUNTY TREASURER	0.00	173.80
134800	CARLTON COUNTY TREASURER	0.00	34.00
134900	CARLTON COUNTY TREASURER	0.00	555.00
136150	CELLEBRITE USA, CORP	0.00	3,850.00
136850	CENTER POINT LARGE PRINT	0.00	42.54
137310	CENTURY LINK	1,817.93	1,717.06
137340	CHAMBERLAIN OIL CO., INC.	14,723.87	842.70
139025	CINTAS	298.67	186.78
139500	CCP INDUSTRIES INC	569.63	593.00
139800	CLOQUET AREA CHAMBER OF COMMER	3,807.97	3,340.44
140200	CITY OF CLOQUET - PETTY CASH	0.00	566.59
141100	CLOQUET FORD-CHRYSLER CENTER	99.75	1,248.70
142800	CLOQUET SANITARY SERVICE	489.25	757.67
142950	CLOQUET SHAW MEMORIAL	0.00	26.20
145300	COMMUNITY PRINTING	295.85	946.75
145500	COMPENSATION CONSULTANTS, LTD	0.00	225.00
147050	CONSOLIDATED TELEPHONE COMPANY	0.00	610.24
149875	CYBRARIAN CORPORATION	0.00	862.85
150100	D A L C O	398.94	273.77
152550	DECAIGNY EXCAVATING INC	0.00	5,856.00
153800	DIGGERS HOTLINE, INC.	6.40	59.20
156400	CITY OF DULUTH COMFORTSYSTEMS	0.00	78.53
159275	E P C ENGINEERING & TESTING	0.00	6,505.00
161675	EMC NATIONAL LIFE	1,527.55	1,164.15
162725	ENVIRONMENTAL PRODUCTS	0.00	76.21
165375	FERGUSON WATERWORKS #2516	377.41	629.33
166525	FIRE SAFETY USA, INC	0.00	540.00
166750	FIRSTSOURCE SOLUTIONS	0.00	45.75
169180	FORCE AMERICA DISTRIBUTING LLC	0.00	862.84
169650	FORUM COMMUNICATIONS COMPANY	1,341.44	386.02
170975	FRIENDS OF THE CLOQUET LIBRARY	0.00	26.99

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CITY OF CLOQUET
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
171525	G&K SERVICES	69.76	233.17
171800	GALE/CENGAGE LEARNING	0.00	123.16
172300	GARTNER REFRIGERATION COMPANY	0.00	1,343.55
173575	GEORGE BOUGALIS & SONS INC	0.00	13,251.95
174300	GLORY SHINE JANITORIAL CLEAN	0.00	2,100.00
175000	GOODIN COMPANY	0.00	247.27
175200	GOPHER STATE ONE CALL INC	36.45	50.00
178700	H & L MESABI	3,616.32	1,083.76
179340	HAGENS GLASS & PAINT	54.00	13,754.05
180425	HARRIS COMPUTER SYSTEMS	240.95	245.34
180500	HAWKINS INC	4,890.96	4,404.13
184485	HUNT ELECTRIC	0.00	65.97
185850	IDENTISYS	0.00	412.29
187500	INGRAM LIBRARY SERVICES	0.00	970.97
189500	INTOXIMETERS, INC.	0.00	3,450.00
190150	J M ELECTRONICS	0.00	22.00
190400	J. H. LARSON COMPANY	406.19	9.41
190700	JAMAR COMPANY	2,699.52	398.79
192225	JOBSHQ	0.00	304.00
195045	KEEPRS, INC.	620.50	2,264.03
197775	KWIK TRIP INC	0.00	163.17
197800	L & M SUPPLY CO	429.27	1,188.05
200750	LANDMARK ENVIRONMENTAL, LLC	0.00	942.50
202300	LEAGUE OF MN CITIES	0.00	2,268.00
204400	LINCOLN NATIONAL LIFE	4,342.41	2,766.59
207400	MANEY INTERNATIONAL INC	0.00	4,618.70
210450	MEDIACOM LLC.	5.08	241.53
211400	MENARDS	268.94	347.23
211700	METRO SALES, INC.	0.00	269.94
212400	MICHAUD DIST INC	0.00	33.00
214600	MINITEX	0.00	58.00
214800	CITY OF MINNEAPOLIS RECIEVABLE	86.40	82.80
216400	MN STATE PATROL, CMV SECTION	0.00	60.00
220150	MN DEPARTMENT OF HEALTH	0.00	480.00
220900	MN DEPT PUBLIC SAFETY	0.00	600.00
227100	MORTON SALT	2,083.82	4,852.00
227575	MPOWER TECHNOLOGIES, INC	0.00	2,343.75
227750	MTI DISTRIBUTING, INC.	0.00	306.48
229500	NAPA AUTO PARTS	214.56	595.35
234600	NORTHERN BUSINESS PRODUCTS	636.16	519.10
234900	NORTHERN ENGINE & SUPPLY	0.00	725.75
236125	NORTHLAND FIRE & SAFETY, INC	0.00	575.00
237700	NORTRAX INC	0.00	134,924.00
238550	O'DAY EQUIPMENT LLC	0.00	128.50

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
239200	OFFICE ENTERPRISES, INC.	0.00	1,047.44
240725	O'REILLY AUTO ENTERPRISES LLC	202.39	57.94
241950	PACE ANALYTICAL SERVICES INC	0.00	4,203.30
242850	PARSONS ELECTRIC LLC	4,348.17	1,057.50
243300	PAW COMMUNICATION, INC.	0.00	188.00
243500	PENWORTHY COMPANY	0.00	370.99
244950	PINE JOURNAL	0.00	41.60
247250	POWERPLAN	103.05	1,097.12
247400	396-PRAXAIR DISTRIBUTION, INC.	953.42	235.96
248600	PROGRESSIVE CONSULTING	0.00	11,496.56
248650	THE PROJECT CENTER	0.00	38.69
261800	SEH	2,233.56	25,225.29
263100	SHEL/DON GROUP INC.	0.00	82.02
265250	SNAP ON TOOLS	401.24	230.50
267400	ST PAUL PIONEER PRESS	0.00	708.12
268700	CRAIG STEVENS	0.00	1,037.50
268800	STOCK TIRE COMPANY	1,558.30	1,422.50
271325	NANCY GETCHELL	850.26	1,092.49
271975	TEAMSTER LOCAL 346 HEALTH FUND	29,524.00	30,594.30
272300	TELEPHONE ASSOCIATES	0.00	529.00
275075	TITAN MACHINERY	780.16	72.22
276025	TOSHIBA BUSINESS SOLUTIONS	0.00	181.50
277500	TURBO DIESEL & ELECTRIC	0.00	1,077.70
277550	TURFWERKS	147.93	83.88
278550	TWIN PORTS PAPER & SUPPLY, INC	0.00	48.52
278600	TWIN PORT MAILING	3,622.23	2,857.29
279100	U S BANK EQUIPMENT FINANCE	418.71	418.71
280925	UNIQUE MANAGEMENT SERVICES	0.00	28.35
281500	UNITED TRUCK BODY CO INC	0.00	138.64
284875	VERIZON WIRELESS	545.95	1,278.10
285500	VIKING INDUSTRIAL NORTH	229.09	125.56
286900	W L S S D	73,551.00	77,938.00
287800	WAL-MART COMMUNITY	354.96	83.18
287900	WAL-MART COMMUNITY	634.61	59.97
289015	WELLS FARGO CREDIT CARD	12,681.46	3,696.41
291100	WKLK/WMOZ	0.00	1,050.00
292400	XEROX CORPORATION	386.50	359.66
293700	ZIEGLER INC	0.00	6,411.39
294000	ZUERCHER TECHNOLOGIES LLC	3,265.92	65,776.32
R0001277	BURNS MCDONNELL	0.00	970.00
R0001443	SARA'S VAC SHACK	0.00	24.99
R0001486	HEARTSMART.COM	0.00	2,774.00
R0001499	ABDO-SPOTLIGHT-MAGIC WAGON	0.00	41.90
R0001543	SRF CONSULTING GROUP INC	6,796.89	2,351.24

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CITY OF CLOQUET
VENDOR SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
R0001548	MINIT MART 557	136.00	144.00
R0001577	PATRICIA ARREOLI	0.00	22.20
R0001578	BONNEVILLE PROPERTIES	0.00	27.05
R0001579	SCHOOL SPECIALTY	0.00	92.90
R0001580	EDUCATIONAL DEVELOPMENT CORP	0.00	271.80
TOTAL ALL VENDORS:			500,211.03

INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
110950	AARDVARK SEPTIC PUMPING	700.00	700.00
111350	LEXISNEXIS RISK DATA MNGMT INC	50.00	50.00
113035	ALL FLAGS LLC	0.00	108.30
122000	A T & T MOBILITY	529.86	2.00
122958	AUTO ZONE, INC.	0.00	152.93
123150	B W DISTRIBUTING	213.98	286.98
134000	CARLTON COUNTY HIGHWAY DEPT	3,281.21	1,627.76
137310	CENTURY LINK	3,534.99	164.20
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	17,163.84
139800	CLOQUET AREA CHAMBER OF COMMER	7,148.41	49.00
140250	CITY OF CLOQUET-INVESTIGATIONS	1,858.00	1,290.00
145300	COMMUNITY PRINTING	1,242.60	207.25
145500	COMPENSATION CONSULTANTS, LTD	225.00	225.00
147050	CONSOLIDATED TELEPHONE COMPANY	610.24	610.24
149400	CUMMINS INC	0.00	134.88
150100	D A L C O	672.71	192.81
156400	CITY OF DULUTH COMFORTSYSTEMS	78.53	78.53
162640	ENVENTIS TELECOM INC	47.24	47.24
165375	FERGUSON WATERWORKS #2516	1,006.74	1,719.66
166750	FIRST HOSPITAL LABORATORIES IN	45.75	300.95
167875	FLAHERTY & HOOD, P.A.	326.25	3,371.25
171525	G&K SERVICES	302.93	409.36
175950	GRAPHIC TECHNOLOGIES	1,031.62	105.00
179340	HAGENS GLASS & PAINT	13,808.05	1,016.29
180500	HAWKINS INC	9,295.09	2,932.78
181500	HERMANTOWN HYDRAULICS	0.00	17.00
195045	KEEPRS, INC.	2,884.53	132.00
197300	KRAEMER CONSTRUCTION INC	0.00	40.00
197800	L & M SUPPLY CO	1,617.32	1,613.83
202300	LEAGUE OF MN CITIES	2,268.00	40.00
206125	M B P T A	0.00	100.00
207400	MANEY INTERNATIONAL INC	4,618.70	524.76
210450	MEDIACOM LLC.	246.61	16.76
211400	MENARDS	616.17	254.43
214000	MIELKE ELECTRIC WORKS	247.50	560.00
219067	MN DEPT OF ADMINISTRATION	2,140.20	2,211.54
222275	MN PEIP	47,638.78	46,992.72
222600	MN POLLUTION CONTROL AGENCY	0.00	23.00
224750	MN STATE TREASURER'S OFFICE	0.00	86.90
227100	MORTON SALT	6,935.82	1,212.25
235400	NORTHERN PRINTERY THE	0.00	135.00
235800	NORTHLAND AUTO PARTS	0.00	43.04
240725	O'REILLY AUTO ENTERPRISES LLC	260.33	9.99
244300	BRENT BELICH	90.00	127.50

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CITY OF CLOQUET
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
247400	396-PRAXAIR DISTRIBUTION, INC.	1,189.38	32.32
270200	SUPERIOR COMPUTER PRODUCTS INC	4,029.00	3,449.00
275075	TITAN MACHINERY	852.38	62.35
278600	TWIN PORT MAILING	6,479.52	3,745.51
284875	VERIZON WIRELESS	1,824.05	245.07
285400	VIKING ELECTRIC SUPPLY	0.00	236.15
290300	WIDDES FEED & FARM SUPPLY	0.00	4.00
R0001358	THE FIG TREE	0.00	985.27
R0001477	ABRA MN CLOQUET	0.00	2,863.43
R0001548	MINIT MART 557	280.00	80.00
R0001581	SUPER BRIGHT LEDS INC	0.00	83.20
TOTAL ALL VENDORS:			98,873.27

Bills 2/8	500,211.03
Bills 2/20	98,873.27
Less: CAFD	(4,130.92)
Less: Library	(13,206.52)
	<hr/>
Bills approved	581,746.86
Other:	
MN DNR-water fees	34,866.88
MN PFA-water tower debt	10,254.38
Investigations cash	1,858.00
Bldg Permit State Fee	243.54
MN Power	153,056.38
MN Energy	2,761.56
Sales Taxes	5,793.20
Credit card & Vanco fees	1,793.73
Payroll	478,210.41
Payroll - benefits	<u>(80,187.85)</u>
Total Bills and Payroll Approved	<u><u>1,190,397.09</u></u>

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00			
134700	CARLTON COUNTY TREASURER		173.80
140200	CITY OF CLOQUET - PETTY CASH		50.00
161675	EMC NATIONAL LIFE	1,527.55	1,164.15
171525	G&K SERVICES	69.76	35.07
204400	LINCOLN NATIONAL LIFE	4,342.41	2,712.71
271975	TEAMSTER LOCAL 346 HEALTH FUND	29,524.00	29,203.65
			33,339.38
34	CHARGES FOR SERVICES		
140200	CITY OF CLOQUET - PETTY CASH		-30.00
142800	CLOQUET SANITARY SERVICE	489.25	145.00
	CHARGES FOR SERVICES		115.00
41	GENERAL GOVERNMENT		
116200	AMERICAN PLANNING ASSOCIATION		449.00
134900	CARLTON COUNTY TREASURER		16.00
139025	CINTAS	298.67	21.25
140200	CITY OF CLOQUET - PETTY CASH		72.00
142800	CLOQUET SANITARY SERVICE	489.25	53.47
145500	COMPENSATION CONSULTANTS, LTD		225.00
147050	CONSOLIDATED TELEPHONE COMPANY		305.11
150100	D A L C O	398.94	117.94
169650	FORUM COMMUNICATIONS COMPANY	1,341.44	386.02
171525	G&K SERVICES	69.76	58.71
175000	GOODIN COMPANY		123.64
197800	L & M SUPPLY CO	429.27	40.06
202300	LEAGUE OF MN CITIES		198.00
212400	MICHAUD DIST INC		33.00
234600	NORTHERN BUSINESS PRODUCTS	636.16	69.84
244950	PINE JOURNAL		41.60
272300	TELEPHONE ASSOCIATES		264.50
276025	TOSHIBA BUSINESS SOLUTIONS		122.94
279100	U S BANK EQUIPMENT FINANCE	418.71	157.02
284875	VERIZON WIRELESS	545.95	245.07
287800	WAL-MART COMMUNITY	354.96	35.24
289015	WELLS FARGO CREDIT CARD	12,681.46	957.81
292400	XEROX CORPORATION	386.50	134.87
R0001277	BURNS MCDONNELL		485.00

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
41	GENERAL GOVERNMENT		
R0001443	SARA'S VAC SHACK		24.99
R0001486	HEARTSMART.COM		2,774.00
	GENERAL GOVERNMENT		7,412.08
42	PUBLIC SAFETY		
134900	CARLTON COUNTY TREASURER		27.00
136150	CELLEBRITE USA, CORP		3,850.00
137310	CENTURY LINK	1,817.93	630.39
139025	CINTAS	298.67	27.93
141100	CLOQUET FORD-CHRYSLER CENTER	99.75	1,248.70
142800	CLOQUET SANITARY SERVICE	489.25	61.49
145300	COMMUNITY PRINTING	295.85	787.95
150100	D A L C O	398.94	55.49
171525	G&K SERVICES	69.76	72.42
175000	GOODIN COMPANY		123.63
179340	HAGENS GLASS & PAINT	54.00	57.10
185850	IDENTISYS		412.29
189500	INTOXIMETERS, INC.		3,450.00
190700	JAMAR COMPANY	2,699.52	199.40
192225	JOBSHQ		304.00
195045	KEEPRS, INC.	620.50	2,264.03
197775	KWIK TRIP INC		163.17
197800	L & M SUPPLY CO	429.27	52.97
202300	LEAGUE OF MN CITIES		2,070.00
214800	CITY OF MINNEAPOLIS RECIEVABLE	86.40	82.80
242850	PARSONS ELECTRIC LLC	4,348.17	84.60
243300	PAW COMMUNICATION, INC.		188.00
268800	STOCK TIRE COMPANY	1,558.30	1,268.00
271325	NANCY GETCHELL	850.26	1,092.49
276025	TOSHIBA BUSINESS SOLUTIONS		17.58
279100	U S BANK EQUIPMENT FINANCE	418.71	209.35
284875	VERIZON WIRELESS	545.95	700.20
287900	WAL-MART COMMUNITY	634.61	59.97
289015	WELLS FARGO CREDIT CARD	12,681.46	758.12
291100	WKLK/WMOZ		1,050.00
294000	ZUERCHER TECHNOLOGIES LLC	3,265.92	65,776.32
R0001548	MINIT MART 557	136.00	144.00
	PUBLIC SAFETY		87,289.39

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
43	PUBLIC WORKS		
121000	ARROWHEAD SPRINGS INC	86.00	74.00
123150	B W DISTRIBUTING		106.99
134000	CARLTON COUNTY HIGHWAY DEPT	1,100.04	2,181.17
134900	CARLTON COUNTY TREASURER		288.00
137310	CENTURY LINK	1,817.93	136.99
137340	CHAMBERLAIN OIL CO., INC.	14,723.87	842.70
139025	CINTAS	298.67	30.31
139500	CCP INDUSTRIES INC	569.63	593.00
140200	CITY OF CLOQUET - PETTY CASH		24.08
142800	CLOQUET SANITARY SERVICE	489.25	53.56
147050	CONSOLIDATED TELEPHONE COMPANY		43.59
169180	FORCE AMERICA DISTRIBUTING LLC		862.84
171525	G&K SERVICES	69.76	21.11
175200	GOPHER STATE ONE CALL INC	36.45	25.00
178700	H & L MESABI	3,616.32	1,083.76
190400	J. H. LARSON COMPANY	406.19	9.41
197800	L & M SUPPLY CO	429.27	178.81
207400	MANEY INTERNATIONAL INC		4,618.70
211400	MENARDS	268.94	56.07
216400	MN STATE PATROL, CMV SECTION		60.00
227100	MORTON SALT	2,083.82	4,852.00
227575	MPOWER TECHNOLOGIES, INC		781.25
229500	NAPA AUTO PARTS	214.56	567.62
234600	NORTHERN BUSINESS PRODUCTS	636.16	91.02
234900	NORTHERN ENGINE & SUPPLY		489.63
238550	O'DAY EQUIPMENT LLC		128.50
239200	OFFICE ENTERPRISES, INC.		209.49
240725	O'REILLY AUTO ENTERPRISES LLC	202.39	23.98
242850	PARSONS ELECTRIC LLC	4,348.17	761.40
247250	POWERPLAN	103.05	1,097.12
247400	396-PRAXAIR DISTRIBUTION, INC.	953.42	106.00
248650	THE PROJECT CENTER		38.69
263100	SHEL/DON GROUP INC.		82.02
265250	SNAP ON TOOLS	401.24	230.50
268800	STOCK TIRE COMPANY	1,558.30	154.50
272300	TELEPHONE ASSOCIATES		37.79
275075	TITAN MACHINERY	780.16	72.22
277500	TURBO DIESEL & ELECTRIC		1,077.70
284875	VERIZON WIRELESS	545.95	122.77
289015	WELLS FARGO CREDIT CARD	12,681.46	1,150.00
292400	XEROX CORPORATION	386.50	59.96
293700	ZIEGLER INC		384.38
R0001543	SRF CONSULTING GROUP INC	6,796.89	1,175.62
	PUBLIC WORKS		24,984.25

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INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
46	COMMUNITY DEVELOPMENT		
139800	CLOQUET AREA CHAMBER OF COMMER	3,807.97	3,340.44
	COMMUNITY DEVELOPMENT		3,340.44
COMMUNITY DEV OPERATING (CITY)			
46	COMMUNITY DEVELOPMENT		
140200	CITY OF CLOQUET - PETTY CASH		4.94
147050	CONSOLIDATED TELEPHONE COMPANY		43.59
234600	NORTHERN BUSINESS PRODUCTS	636.16	42.53
272300	TELEPHONE ASSOCIATES		37.79
289015	WELLS FARGO CREDIT CARD	12,681.46	245.16
292400	XEROX CORPORATION	386.50	44.96
R0001543	SRF CONSULTING GROUP INC	6,796.89	1,175.62
	COMMUNITY DEVELOPMENT		1,594.59
SCDP (CITY)			
46	COMMUNITY DEVELOPMENT		
133775	CARLTON COUNTY ECONOMIC	9,200.00	3,187.00
	COMMUNITY DEVELOPMENT		3,187.00
LIBRARY FUND			
00			
142950	CLOQUET SHAW MEMORIAL		26.20
170975	FRIENDS OF THE CLOQUET LIBRARY		26.99
			53.19
34	CHARGES FOR SERVICES		
140200	CITY OF CLOQUET - PETTY CASH		130.14
	CHARGES FOR SERVICES		130.14
45	CULTURE AND RECREATION		

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
LIBRARY FUND			
45	CULTURE AND RECREATION		
113650	AMAZON.COM CREDIT		206.70
120100	ARROWHEAD LIBRARY SYSTEM		783.00
123400	BAKER & TAYLOR		1,030.05
132450	CAPSTONE PRESS, INC.		443.31
136850	CENTER POINT LARGE PRINT		42.54
139025	CINTAS	298.67	23.84
140200	CITY OF CLOQUET - PETTY CASH		165.43
142800	CLOQUET SANITARY SERVICE	489.25	99.24
149875	CYBRARIAN CORPORATION		862.85
171800	GALE/CENGAGE LEARNING		123.16
172300	GARTNER REFRIGERATION COMPANY		1,343.55
174300	GLORY SHINE JANITORIAL CLEAN		2,100.00
184485	HUNT ELECTRIC		65.97
187500	INGRAM LIBRARY SERVICES		970.97
210450	MEDIACOM LLC.	5.08	152.28
211700	METRO SALES, INC.		269.94
214600	MINITEX		58.00
234600	NORTHERN BUSINESS PRODUCTS	636.16	131.96
236125	NORTHLAND FIRE & SAFETY, INC		575.00
242850	PARSONS ELECTRIC LLC	4,348.17	211.50
243500	PENWORTHY COMPANY		370.99
267400	ST PAUL PIONEER PRESS		708.12
268700	CRAIG STEVENS		1,037.50
278550	TWIN PORTS PAPER & SUPPLY, INC		48.52
280925	UNIQUE MANAGEMENT SERVICES		28.35
284875	VERIZON WIRELESS	545.95	105.03
R0001499	ABDO-SPOTLIGHT-MAGIC WAGON		41.90
R0001579	SCHOOL SPECIALTY		92.90
R0001580	EDUCATIONAL DEVELOPMENT CORP		271.80
	CULTURE AND RECREATION		12,364.40
PUBLIC FACILITIES PLANNING			
81	SPECIAL PROJECTS		
179340	HAGENS GLASS & PAINT	54.00	13,660.00
	SPECIAL PROJECTS		13,660.00
PERMANENT IMPROVEMENT			
56	CONSTRUCTION & MAINTENANCE		

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
PERMANENT IMPROVEMENT			
56	CONSTRUCTION & MAINTENANCE		
200750	LANDMARK ENVIRONMENTAL, LLC		942.50
241950	PACE ANALYTICAL SERVICES INC		4,203.30
	CONSTRUCTION & MAINTENANCE		5,145.80
PARK FUND			
45	CULTURE AND RECREATION		
125700	BEST OIL COMPANY	702.23	561.49
128260	BRENT'S HEATING & COOLING LLC	99.00	4,600.00
134900	CARLTON COUNTY TREASURER		80.00
137310	CENTURY LINK	1,817.93	200.36
140200	CITY OF CLOQUET - PETTY CASH		100.00
142800	CLOQUET SANITARY SERVICE	489.25	267.82
150100	D A L C O	398.94	100.34
179340	HAGENS GLASS & PAINT	54.00	36.95
197800	L & M SUPPLY CO	429.27	324.26
211400	MENARDS	268.94	217.45
220150	MN DEPARTMENT OF HEALTH		480.00
220900	MN DEPT PUBLIC SAFETY		100.00
227750	MTI DISTRIBUTING, INC.		306.48
229500	NAPA AUTO PARTS	214.56	10.94
240725	O'REILLY AUTO ENTERPRISES LLC	202.39	33.96
277550	TURFWERKS	147.93	83.88
	CULTURE AND RECREATION		7,503.93
SENIOR CENTER FUND			
45	CULTURE AND RECREATION		
171525	G&K SERVICES	69.76	24.76
197800	L & M SUPPLY CO	429.27	31.19
211400	MENARDS	268.94	62.77
	CULTURE AND RECREATION		118.72
PUBLIC WORKS RESERVE			
43	PUBLIC WORKS		
237700	NORTRAX INC		134,924.00
	PUBLIC WORKS		134,924.00

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INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

LANDFILL HOST FEE			
43	PUBLIC WORKS		
R0001277	BURNS MCDONNELL		485.00
	PUBLIC WORKS		485.00
CITY SALES TAX CAPITAL			
00			
173575	GEORGE BOUGALIS & SONS INC		13,251.95
			13,251.95
81	SPECIAL PROJECTS		
261800	SEH	2,233.56	10,541.55
	SPECIAL PROJECTS		10,541.55
WATER - LAKE SUPERIOR WATERLIN			
50	STATION 1		
137310	CENTURY LINK	1,817.93	72.32
	STATION 1		72.32
51	STATION 2		
121000	ARROWHEAD SPRINGS INC	86.00	24.00
137310	CENTURY LINK	1,817.93	363.90
139025	CINTAS	298.67	53.13
180500	HAWKINS INC	4,890.96	1,484.40
197800	L & M SUPPLY CO	429.27	25.14
211400	MENARDS	268.94	10.94
220900	MN DEPT PUBLIC SAFETY		100.00
285500	VIKING INDUSTRIAL NORTH	229.09	24.00
	STATION 2		2,085.51
52	LAKE SUPERIOR WATERLINE		

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INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER - LAKE SUPERIOR WATERLIN			
52	LAKE SUPERIOR WATERLINE		
152550	DECAIGNY EXCAVATING INC		5,856.00
153800	DIGGERS HOTLINE, INC.	6.40	59.20
284875	VERIZON WIRELESS	545.95	35.01
293700	ZIEGLER INC		6,027.01
	LAKE SUPERIOR WATERLINE		11,977.22
57	ADMINISTRATION		
140200	CITY OF CLOQUET - PETTY CASH		50.00
156400	CITY OF DULUTH COMFORTSYSTEMS		78.53
166525	FIRE SAFETY USA, INC		180.00
166750	FIRSTSOURCE SOLUTIONS		45.75
239200	OFFICE ENTERPRISES, INC.		209.49
	ADMINISTRATION		563.77
WATER - IN TOWN SYSTEM			
00			
R0001577	PATRICIA ARREOLI		22.20
R0001578	BONNEVILLE PROPERTIES		27.05
			49.25
49	CLOQUET		
123150	B W DISTRIBUTING		64.19
123900	BATTERIES PLUS		107.96
125700	BEST OIL COMPANY	702.23	158.68
134900	CARLTON COUNTY TREASURER		80.00
137310	CENTURY LINK	1,817.93	113.94
139025	CINTAS	298.67	18.19
159275	E P C ENGINEERING & TESTING		6,505.00
165375	FERGUSON WATERWORKS #2516	377.41	629.33
171525	G&K SERVICES	69.76	12.66
180500	HAWKINS INC	4,890.96	2,919.73
190150	J M ELECTRONICS		22.00
197800	L & M SUPPLY CO	429.27	343.00
220900	MN DEPT PUBLIC SAFETY		400.00
229500	NAPA AUTO PARTS	214.56	16.79

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER - IN TOWN SYSTEM			
49	CLOQUET		
234900	NORTHERN ENGINE & SUPPLY		236.12
247400	396-PRAXAIR DISTRIBUTION, INC.	953.42	87.56
281500	UNITED TRUCK BODY CO INC		138.64
284875	VERIZON WIRELESS	545.95	35.01
285500	VIKING INDUSTRIAL NORTH	229.09	101.56
	CLOQUET		11,990.36
54	BILLING & COLLECTION		
116100	AMERICAN PAYMENT CENTERS		92.00
145300	COMMUNITY PRINTING	295.85	158.80
180425	HARRIS COMPUTER SYSTEMS	240.95	245.34
234600	NORTHERN BUSINESS PRODUCTS	636.16	13.65
276025	TOSHIBA BUSINESS SOLUTIONS		40.98
278600	TWIN PORT MAILING	3,622.23	2,857.29
279100	U S BANK EQUIPMENT FINANCE	418.71	52.34
	BILLING & COLLECTION		3,460.40
57	ADMINISTRATION & GENERAL		
134800	CARLTON COUNTY TREASURER		34.00
137310	CENTURY LINK	1,817.93	82.19
142800	CLOQUET SANITARY SERVICE	489.25	17.85
147050	CONSOLIDATED TELEPHONE COMPANY		130.77
166525	FIRE SAFETY USA, INC		180.00
175200	GOPHER STATE ONE CALL INC	36.45	15.00
197800	L & M SUPPLY CO	429.27	108.21
227575	MPOWER TECHNOLOGIES, INC		781.25
234600	NORTHERN BUSINESS PRODUCTS	636.16	85.05
239200	OFFICE ENTERPRISES, INC.		209.50
248600	PROGRESSIVE CONSULTING		11,496.56
261800	SEH	2,233.56	7,341.87
272300	TELEPHONE ASSOCIATES		113.35
287800	WAL-MART COMMUNITY	354.96	47.94
289015	WELLS FARGO CREDIT CARD	12,681.46	504.44
292400	XEROX CORPORATION	386.50	59.94
	ADMINISTRATION & GENERAL		21,207.92

INVOICES DUE ON/BEFORE 02/08/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ENTERPRISE FUND - SEWER			
00			
286900	W L S S D	73,551.00	-3,832.00
			-3,832.00
55	SANITARY SEWER		
123150	B W DISTRIBUTING		42.80
134900	CARLTON COUNTY TREASURER		64.00
139025	CINTAS	298.67	12.13
162725	ENVIRONMENTAL PRODUCTS		76.21
171525	G&K SERVICES	69.76	8.44
197800	L & M SUPPLY CO	429.27	84.41
247400	396-PRAXAIR DISTRIBUTION, INC.	953.42	42.40
261800	SEH	2,233.56	7,341.87
284875	VERIZON WIRELESS	545.95	35.01
286900	W L S S D	73,551.00	81,770.00
	SANITARY SEWER		89,477.27
57	ADMINISTRATION & GENERAL		
137310	CENTURY LINK	1,817.93	54.80
142800	CLOQUET SANITARY SERVICE	489.25	17.85
147050	CONSOLIDATED TELEPHONE COMPANY		87.18
166525	FIRE SAFETY USA, INC		180.00
175200	GOPHER STATE ONE CALL INC	36.45	10.00
227575	MPOWER TECHNOLOGIES, INC		781.25
234600	NORTHERN BUSINESS PRODUCTS	636.16	85.05
239200	OFFICE ENTERPRISES, INC.		209.48
272300	TELEPHONE ASSOCIATES		75.57
292400	XEROX CORPORATION	386.50	59.93
	ADMINISTRATION & GENERAL		1,561.11
STORM WATER UTILITY			
57	ADMINISTRATION & GENERAL		
239200	OFFICE ENTERPRISES, INC.		209.48
289015	WELLS FARGO CREDIT CARD	12,681.46	16.17
	ADMINISTRATION & GENERAL		225.65

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CABLE TELEVISION			
45	CULTURE AND RECREATION		
121000	ARROWHEAD SPRINGS INC	86.00	30.00
137310	CENTURY LINK	1,817.93	62.17
210450	MEDIACOM LLC.	5.08	89.25
289015	WELLS FARGO CREDIT CARD	12,681.46	64.71
	CULTURE AND RECREATION		246.13
EMPLOYEE SEVERANCE			
45	EMPLOYEE VACATION & SICK		
204400	LINCOLN NATIONAL LIFE	4,342.41	53.88
271975	TEAMSTER LOCAL 346 HEALTH FUND	29,524.00	1,390.65
	EMPLOYEE VACATION & SICK		1,444.53
CLOQUET AREA FIRE DISTRICT			
42	PUBLIC SAFETY		
142800	CLOQUET SANITARY SERVICE	489.25	41.39
190700	JAMAR COMPANY	2,699.52	199.39
	PUBLIC SAFETY		240.78
	TOTAL ALL DEPARTMENTS		500,211.03

INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00			
171525	G&K SERVICES	302.93	79.55
222275	MN PEIP	47,638.78	46,992.72
224750	MN STATE TREASURER'S OFFICE		86.90
			47,159.17
41	GENERAL GOVERNMENT		
139800	CLOQUET AREA CHAMBER OF COMMER	7,148.41	49.00
145500	COMPENSATION CONSULTANTS, LTD	225.00	225.00
147050	CONSOLIDATED TELEPHONE COMPANY	610.24	305.13
150100	D A L C O	672.71	45.00
166750	FIRST HOSPITAL LABORATORIES IN	45.75	250.00
167875	FLAHERTY & HOOD, P.A.	326.25	72.50
171525	G&K SERVICES	302.93	99.81
197800	L & M SUPPLY CO	1,617.32	26.64
202300	LEAGUE OF MN CITIES	2,268.00	40.00
206125	M B P T A		100.00
270200	SUPERIOR COMPUTER PRODUCTS INC	4,029.00	3,229.00
278600	TWIN PORT MAILING	6,479.52	318.33
284875	VERIZON WIRELESS	1,824.05	245.07
	GENERAL GOVERNMENT		5,005.48
42	PUBLIC SAFETY		
111350	LEXISNEXIS RISK DATA MNGMT INC	50.00	50.00
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	3,388.31
140250	CITY OF CLOQUET-INVESTIGATIONS	1,858.00	1,290.00
145300	COMMUNITY PRINTING	1,242.60	76.00
150100	D A L C O	672.71	57.81
167875	FLAHERTY & HOOD, P.A.	326.25	2,718.75
171525	G&K SERVICES	302.93	120.70
195045	KEEPRS, INC.	2,884.53	132.00
197800	L & M SUPPLY CO	1,617.32	135.15
211400	MENARDS	616.17	266.95
235400	NORTHERN PRINTERY THE		135.00
270200	SUPERIOR COMPUTER PRODUCTS INC	4,029.00	220.00
278600	TWIN PORT MAILING	6,479.52	90.95
R0001477	ABRA MN CLOQUET		2,863.43
R0001548	MINIT MART 557	280.00	80.00
	PUBLIC SAFETY		11,625.05

INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
43	PUBLIC WORKS		
122000	A T & T MOBILITY	529.86	2.00
122958	AUTO ZONE, INC.		143.96
123150	B W DISTRIBUTING	213.98	143.49
134000	CARLTON COUNTY HIGHWAY DEPT	3,281.21	1,627.76
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	4,956.01
145300	COMMUNITY PRINTING	1,242.60	60.37
147050	CONSOLIDATED TELEPHONE COMPANY	610.24	43.59
149400	CUMMINS INC		134.88
171525	G&K SERVICES	302.93	37.26
179340	HAGENS GLASS & PAINT	13,808.05	862.21
181500	HERMANTOWN HYDRAULICS		17.00
197800	L & M SUPPLY CO	1,617.32	152.93
207400	MANEY INTERNATIONAL INC	4,618.70	436.60
227100	MORTON SALT	6,935.82	1,212.25
235800	NORTHLAND AUTO PARTS		43.04
240725	O'REILLY AUTO ENTERPRISES LLC	260.33	9.99
244300	BRENT BELICH	90.00	127.50
247400	396-PRAXAIR DISTRIBUTION, INC.	1,189.38	32.32
275075	TITAN MACHINERY	852.38	62.35
278600	TWIN PORT MAILING	6,479.52	90.95
R0001358	THE FIG TREE		985.27
R0001581	SUPER BRIGHT LEDS INC		83.20
	PUBLIC WORKS		11,264.93
COMMUNITY DEV OPERATING (CITY)			
46	COMMUNITY DEVELOPMENT		
147050	CONSOLIDATED TELEPHONE COMPANY	610.24	43.59
278600	TWIN PORT MAILING	6,479.52	45.48
	COMMUNITY DEVELOPMENT		89.07
LIBRARY FUND			
45	CULTURE AND RECREATION		
167875	FLAHERTY & HOOD, P.A.	326.25	580.00
171525	G&K SERVICES	302.93	3.84
197800	L & M SUPPLY CO	1,617.32	74.95
	CULTURE AND RECREATION		658.79

INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

PARK FUND			
45	CULTURE AND RECREATION		
110950	AARDVARK SEPTIC PUMPING	700.00	700.00
113035	ALL FLAGS LLC		108.30
122958	AUTO ZONE, INC.		8.97
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	1,469.92
145300	COMMUNITY PRINTING	1,242.60	13.13
150100	D A L C O	672.71	90.00
175950	GRAPHIC TECHNOLOGIES	1,031.62	105.00
179340	HAGENS GLASS & PAINT	13,808.05	154.08
197800	L & M SUPPLY CO	1,617.32	649.61
211400	MENARDS	616.17	-12.52
285400	VIKING ELECTRIC SUPPLY		236.15
	CULTURE AND RECREATION		3,522.64
SENIOR CENTER FUND			
45	CULTURE AND RECREATION		
171525	G&K SERVICES	302.93	30.95
197800	L & M SUPPLY CO	1,617.32	108.69
	CULTURE AND RECREATION		139.64
PUBLIC WORKS RESERVE			
42	PUBLIC SAFETY		
219067	MN DEPT OF ADMINISTRATION	2,140.20	2,211.54
	PUBLIC SAFETY		2,211.54
WATER - LAKE SUPERIOR WATERLIN			
50	STATION 1		
137310	CENTURY LINK	3,534.99	164.20
	STATION 1		164.20
51	STATION 2		
197800	L & M SUPPLY CO	1,617.32	87.80
214000	MIELKE ELECTRIC WORKS	247.50	560.00
	STATION 2		647.80

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CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER - LAKE SUPERIOR WATERLIN			
52	LAKE SUPERIOR WATERLINE		
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	1,135.54
	LAKE SUPERIOR WATERLINE		1,135.54
57	ADMINISTRATION		
145300	COMMUNITY PRINTING	1,242.60	26.25
156400	CITY OF DULUTH COMFORTSYSTEMS	78.53	78.53
	ADMINISTRATION		104.78
WATER - IN TOWN SYSTEM			
49	CLOQUET		
123150	B W DISTRIBUTING	213.98	86.09
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	1,382.00
165375	FERGUSON WATERWORKS #2516	1,006.74	1,719.66
171525	G&K SERVICES	302.93	22.35
180500	HAWKINS INC	9,295.09	2,932.78
197300	KRAEMER CONSTRUCTION INC		40.00
197800	L & M SUPPLY CO	1,617.32	314.16
	CLOQUET		6,497.04
54	BILLING & COLLECTION		
278600	TWIN PORT MAILING	6,479.52	3,017.91
	BILLING & COLLECTION		3,017.91
57	ADMINISTRATION & GENERAL		
145300	COMMUNITY PRINTING	1,242.60	21.00
147050	CONSOLIDATED TELEPHONE COMPANY	610.24	130.75
278600	TWIN PORT MAILING	6,479.52	90.95
	ADMINISTRATION & GENERAL		242.70

ENTERPRISE FUND - SEWER

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CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/20/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ENTERPRISE FUND - SEWER			
55	SANITARY SEWER		
123150	B W DISTRIBUTING	213.98	57.40
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	941.92
166750	FIRST HOSPITAL LABORATORIES IN	45.75	50.95
171525	G&K SERVICES	302.93	14.90
197800	L & M SUPPLY CO	1,617.32	63.90
207400	MANEY INTERNATIONAL INC	4,618.70	88.16
290300	WIDDES FEED & FARM SUPPLY		4.00
	SANITARY SEWER		1,221.23
57	ADMINISTRATION & GENERAL		
145300	COMMUNITY PRINTING	1,242.60	10.50
147050	CONSOLIDATED TELEPHONE COMPANY	610.24	87.18
222600	MN POLLUTION CONTROL AGENCY		23.00
278600	TWIN PORT MAILING	6,479.52	90.94
	ADMINISTRATION & GENERAL		211.62
CABLE TELEVISION			
45	CULTURE AND RECREATION		
162640	ENVENTIS TELECOM INC	47.24	47.24
210450	MEDIACOM LLC.	246.61	16.76
	CULTURE AND RECREATION		64.00
CLOQUET AREA FIRE DISTRICT			
42	PUBLIC SAFETY		
137340	CHAMBERLAIN OIL CO., INC.	15,566.57	3,890.14
	PUBLIC SAFETY		3,890.14
	TOTAL ALL DEPARTMENTS		98,873.27



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REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Aaron S. Reeves, City Administrator *AR*
Date: February 20, 2018

ITEM DESCRIPTION: Consideration of Appointments to Boards and Commissions

Proposed Action

The City Council is asked to approve the Mayor’s appointments for the various Boards and Commissions as presented.

Background/Overview

The City currently has vacancies on the Citizens Advisory Board (CAB), Library Board, Parks and Planning Commissions. The City Code calls for the Mayor to appoint members with the approval of the Council.

The City advertised for interested residents to serve on these Boards and Commissions through the Pine Journal Newspaper and the City’s website. The Mayor reviewed the applications for all open positions and conducted interviews with the CAB applicants. The appointments to be considered are as follows:

Citizens Advisory Board

Patricia Petite – Appoint
Lauri Ketola – (I)
Barbara Wyman

Library Board

Gerard Sordelet - Reappoint
Mary Hagen - Appoint

Parks Commission

John Badger – Reappoint
Tom Urbanski – Reappoint
Erin Bates

Planning Commission

Uriah Wilkinson – Reappoint

Policy Objectives

The Council can delegate certain functions to appointed administrative Boards and Commissions. Certain Commissions are established per Minnesota Statutes and others serve, such as the Parks Commission, at the direction of the City Council.

Financial/Budget/Grant Considerations

None.

Advisory Committee/Commission Action

None.

Supporting Documentation Attached

- Applications



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**Application for Appointment to
 Advisory Boards and Commissions**

Name: <i>Patricia "Patty" Petite</i>		Date: <i>12-8-17</i>
Address		
Email:		
Home Phone:	Work Phone:	Cell Phone:
How long have you lived in Cloquet?	Years/Months: <i>40+ years</i>	Which Ward? <i>4</i>
What Cloquet community activities have you been involved in? <i>Cloquet School Board member, strategic planning Blindin leadership Committees Past Ojibwe School Board member Committee member - 4th of July Celebration</i>		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. <i>Carlton County Human Services Advisory Board Education Advisory Boards - Higher Ed + K-12 Child Abuse prevention activities</i>		
Do you have a preferred Board/Commission that you are interested in serving on?	Yes <input checked="" type="checkbox"/>	No
If yes, fill in the name of Board/Commission: <i>Citizens Advisory Board</i>		
Would you consider an alternate appointment?	Yes	No <input checked="" type="checkbox"/>
If yes, which one?		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. <i>None</i>		
Why do you wish to be on a Board/Commission? <i>I feel my administrative experience, understanding of union contracts, education and familiarity with Cloquet + Fond du Lac Reservation communities would be an asset to this board and the City government as well.</i>		
Please describe any other relevant information you would like us to know. <i>I believe that diversity should be reflected on City Boards. I have a doctorate in Policy + Administration which has provided me with many skill sets that would benefit this board.</i>		

*** Attach Additional Sheets, if necessary ***



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**Application for Appointment to
 Advisory Boards and Commissions**

Name: <i>Lauri Ann Ketola</i>		Date: <i>1/2/2018</i>
Address		
Email:		
Home Phone: <i>218</i>	Work Phone:	Cell Phone:
How long have you lived in Cloquet? <i>25 years</i>	Years/Months: <i>22 years 10 mo.</i>	Which Ward? <i>5</i>
What Cloquet community activities have you been involved in? <i>1) Chaired Relay for Life, 2) Captain of Best Christmas Ever 3) Founded Young Life in Cloquet in 2002, served as volunteer leader, board member and committee chair. 4) CAB 5) Volunteer at Churchill 6) PIF at Churchill 7) CC Drug Council</i>		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. <i>I have served on the Young Life Board for 15 years, and was chairperson for three years. I co-chaired Relay for Life for Carlton County. I sat on a number of community boards in my capacity as assistant county attorney.</i>		
Do you have a preferred Board/Commission that you are interested in serving on?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: <i>CAB</i>		
Would you consider an alternate appointment?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, which one?		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. <i>No regular conflicts</i>		
Why do you wish to be on a Board/Commission? <i>I have experience on this board. I have an understanding of how it works. I desire to see a healthy police department and community.</i>		
Please describe any other relevant information you would like us to know. <i>At this time with a new administrator, HR director and chief of police, I believe continuity is important to best serve the needs of the police department and city.</i>		

*** Attach Additional Sheets, if necessary ***

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**Application for Appointment to
 Advisory Boards and Commissions**

Name: Barbara L Wyman		Date: 12-10-2017
Address		
Email:		
Home Phone:	Work Phone:	Cell Phone:
How long have you lived in Cloquet?	Years/Months: 17/10	Which Ward? 5th, precinct 1
What Cloquet community activities have you been involved in? Parks Commission 4th of July Volunteer Committee FDLTCC Education Foundation Board Chair Cloquet City Council - Library Board liason - Education & Mfg Workforce Committee liason		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. Was a member of the Parks Master Plan committee to design the direction of parks in coming years. Am a current member of the Lake Superior College Civil Technology Advisory Board and assist staff in current and future education trends for Civil Engineer Technicians. Member of the National Ski Patrol with 31 years of volunteer service at area ski resorts.		
Do you have a preferred Board/Commission that you are interested in serving on?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: Citizens Advisory Board (CAB)		
Would you consider an alternate appointment?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, which one? (Currently serve on the Parks Commission)		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. Am retiring from full-time work December 28th, will probably work part-time but with flexible scheduling.		
Why do you wish to be on a Board/Commission? The CAB needs to have neutral, fair and informed members who understand the duties and pressures of being a Police Officer. Strict confidentiality is of the utmost importance. I believe that a community is only as strong as the active members of it, and everyone needs to be involved to make a difference. Cloquet is a wonderful place to live!		
Please describe any other relevant information you would like us to know. With today's attitudes about Police Officers, the need for an active, unbiased advisory board is critical. I'm very good at seeing both sides of an issue and asking questions to get as much information as possible before reaching a conclusion. I have previously completed the Citizens Police Academy through the Cloquet Police Department and keep informed about police work through family/friends that are retired and on active duty.		

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**Application for Appointment to
 Advisory Boards and Commissions**

Name: <u>MARY HAGEN</u>		Date:
Address		
Email:		
Home Phone:	Work Phone:	Cell Phone:
How long have you lived in Cloquet?	Years/Months: <u>40+ YEARS</u>	Which Ward?
What Cloquet community activities have you been involved in? <u>COMMUNITY BAND, THEATRE, GRADE & MIDDLE SCHOOL GIFTED VOLUNTEER, NATIONAL NIGHT OUT</u>		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission.		
Do you have a preferred Board/Commission that you are interested in serving on?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: <u>CLOQUET LIBRARY BOARD</u>		
Would you consider an alternate appointment?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, which one?		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like.		
Why do you wish to be on a Board/Commission? <u>A PUBLIC LIBRARY SHOULD WELL SERVE THE BROAD SPECTRUM OF THE COMMUNITY. WITH MY BACKGROUND IN VARIOUS LIBRARIES IN ADDITION TO HAVING MY MASTER IN LIBRARY & INFORMATION SCIENCE, I WOULD BE A GOOD ADDITION TO THE BOARD.</u>		
Please describe any other relevant information you would like us to know. <u>LIBRARIAN AT THE INTERNATIONAL SCHOOLS OF OUAGADOUGOU, BURKINA FASO & ANTANANARIVO, MADAGASCAR. 7 MOS. STAFF AT CLOQUET LIBRARY. B.A. HUMANITIES UNIVERSITY OF MINNESOTA, MLIS COLLEGE OF ST. CATHERINE</u>		

*** Attach Additional Sheets, if necessary ***



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Application for Appointment to
Advisory Boards and Commissions

Name: GERARD Sandelet		Date: 1-12-18
Address		
Email:		
Home Phone:	Work Phone:	Cell Phone:
How long have you lived in Cloquet? 25 yrs	Years/Months:	Which Ward? 3rd
What Cloquet community activities have you been involved in? Lots,		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. Three yr term 2015-2017		
Do you have a preferred Board/Commission that you are interested in serving on?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: L. Brown Board		
Would you consider an alternate appointment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, which one?		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. none		
Why do you wish to be on a Board/Commission? good citizen		
Please describe any other relevant information you would like us to know. see those; the main changes at the CIBO to get to the final goal and objectives		

*** Attach Additional Sheets, if necessary ***

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Application for Appointment to
Advisory Boards and Commissions

Name: John A. Badger	Date: 12/18/17	
Address: Cloquet, MN 55720		
Email:		
Home Phone:	Work Phone:	Cell Phone:
How long have you lived in Cloquet? 37 yrs	Years/Months:	Which ward? - NA -
What Cloquet community activities have you been involved in? 4th of July committee. Cloquet Park board (since 2009) volunteer		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. Current board member.		
Do you have a preferred Board/Commission that you are interested in serving on?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: Parks Commission (Board)		
Would you consider an alternate appointment?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, which one?		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. NONE		
Why do you wish to be on a Board/Commission? Been active for almost 10 years on the commission and have spent countless hours in and out of the office (city hall) working on projects.		
Please describe any other relevant information you would like us to know. Current board member.		

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**Application for Appointment to
 Advisory Boards and Commissions**

Name: Tom Urbanski		Date: December 31, 2017	
Address			
Email:			
Home Phone:	Work Phone:	Cell Phone:	
How long have you lived in Cloquet?	Years/Months: 50+ years	Which Ward? One	
What Cloquet community activities have you been involved in? In my role as Director of Public Information at Fond du Lac Tribal and Community College, I am directly responsible for having created and organized several large community-related events, including the Hot Summer Nights Concert Series (19 years), and Pumpkin Run & Walk 5K Race (12 years). I have also coordinated the annual Career and College Fair (23 years), and numerous open houses and individual campus events. I have volunteered at countless community events over the years, as well as being an active participant or attendee at events in Cloquet. I regularly attend fine arts events, sporting events, and chamber of commerce events.			
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. I am a current Parks Commission member and have served several terms, including two separate years as Chair. During my terms, I was Co-Chair of the volunteer group who developed the Cloquet Parks and Recreation System Master Plan. I have served on several strategic planning committees at Fond du Lac Tribal and Community College. I am currently a member of the Minnesota State Marketing Advisory Board for the higher education institutions that are part of the Minnesota State system. I served two years as President of the Minnesota State Two-Year College Marketing Association.			
Do you have a preferred Board/Commission that you are interested in serving on?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: Parks Commission			
Would you consider an alternate appointment?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, which one?			
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. I do not anticipate any conflicts with the regularly scheduled monthly meeting plus the occasional additional meetings or events. I think my attendance record during the terms I have been on the Park Commission reflects my interest and dedication to active citizen volunteer service.			
Why do you wish to be on a Board/Commission? Primarily, to continue the work and plan envisioned for the City's network of parks during the Cloquet Parks and Recreation System Master Planning process. The combination of a solid master plan created through significant community member input along with the extra sales tax revenue has provided the opportunity to enhance and expand our parks and programs, and I would like to continue working on this effort. While I spend the most time using Pine Valley, Pinehurst Park, Veterans' Park, and Braun Park, I don't consider myself a single-issue advocate with a narrow point of view and have learned to see the City's physical park system, budget, and staffing with a comprehensive, positive approach to citizen oversight.			
Please describe any other relevant information you would like us to know. I am currently the longest-serving member of the Parks Commission. With several new members appointed in recent years and general turnover of Commission members, I feel my experience and historical knowledge of the City parks system as well as completed projects and previous discussions is an extremely valuable contribution I can bring to the Parks Commission. I was born and raised in Cloquet, and with the exception of a handful of years after college, I have lived and worked in Cloquet my entire life. I have been an avid user of our city parks as a young person, teenager, young adult, and adult.			

*** Attach Additional Sheets, if necessary ***

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**Application for Appointment to
 Advisory Boards and Commissions**

Name: Erin Bates		Date: 12/5/2017	
Address			
Email:			
Home Phone:		Work Phone:	
Cell Phone:			
How long have you lived in Cloquet?		Years/Months: 3 yrs/3 mths	
Which Ward?			
What Cloquet community activities have you been involved in? Community Ed Easter Egg hunt			
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. I have been and am currently on the board for the Minnesota Geocaching Association for the past 4 years, 2 years as President. I worked for the City of Duluth in Parks and Recreation for over 8 years and Park Maintenance for 4 years in the past. In my Park and Recreation position, I attended and presented at Parks Commission meetings.			
Do you have a preferred Board/Commission that you are interested in serving on?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: Parks Commission			
Would you consider an alternate appointment?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, which one?			
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. none, but I may get an occasional emergency call from work during a meeting.			
Why do you wish to be on a Board/Commission? As an outdoor enthusiast, I have a strong passion for parks and for preserving recreational opportunities for all citizens.			
Please describe any other relevant information you would like us to know. With my previous position working for a City Parks department, my past position managing Amnicon Falls State Park, as well as my current position in Cloquet Community Education, I feel I would be beneficial to this board. In the past, I had been certified by the National Parks and Recreation association as a Parks and Recreation Professional, so I bring a strong background in parks with me.			

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**Application for Appointment to
 Advisory Boards and Commissions**

Name: Uriah Wilkinson		Date: 12-18-17
Address		
Email:		
Home Phone:	Work Phone:	Cell Phone:
How long have you lived in Cloquet?	Years/Months: 24 years	Which Ward? 3
What Cloquet community activities have you been involved in? Many		
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. Been on the Planning commission for the past 6 years DAAR Government Affairs board 3 years Multiple BPOU Boards for the past 20 years		
Do you have a preferred Board/Commission that you are interested in serving on?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: Planning Commission		
Would you consider an alternate appointment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, which one?		
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. Rarely do I have conflict		
Why do you wish to be on a Board/Commission? To continue assisting in the development and planning of our City		
Please describe any other relevant information you would like us to know. My line of work and experience provides a healthy prospective to most matters that come before the Commission.		

*** Attach Additional Sheets, if necessary ***

THIS INFORMATION WILL BE DISTRIBUTED TO COUNCIL AND IS CLASSIFIED AS PUBLIC DATA



Community Development Department
1307 Cloquet Avenue • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

REQUEST FOR COUNCIL ACTION

To: Mayor and Cloquet City Council
From: Holly Hansen, Community Development Director
Reviewed By: Aaron Reeves, City Administrator *AR*
Date: February 7, 2018

ITEM DESCRIPTION: Recommendation to Transfer Single Family Residential County Tax Forfeit Property for Affordable Housing (80% Median Income)

Proposed Action

The Council is asked to approve the transfer of County tax forfeited parcel, 302 North Road, from Carlton County to the City of Cloquet to One Roof Community Housing for the purposes of their owner-occupied acquisition rehabilitation community land trust program. Under law, the County is required to “transfer” property to a governmental entity (EDA, City etc.) as a conduit in the transaction, if there are opportunities to further City objectives.

Background/Overview

At the request of Carlton County Land Department staff, on April 24, 2017, the City and County provided a tour to One Roof Community Housing of pending residential tax forfeit properties. One Roof is interested in affordable housing projects in Cloquet related to their acquisition rehabilitation community land trust program which targets the sale of homes to residents of 80% of median income. During the tour, one particular property stood out to One Roof, and that property, 302 North Road, has now been forfeited to the County. One Roof has made an offer to the Carlton County Land Department for \$5,000 which they are recommending approval to the Carlton County Board to accept on February 13th.

The City of Cloquet is not an entitlement city that receives community development block grant (CDBG funding), nor are they part of the community housing development organization (CHDO), Community Action Program (CAP), or HOME areas that provide eligible funding to One Roof for this type of acquisition rehabilitation affordable housing. In 2011-2012, the Cloquet EDA did a one-time transfer of EDA loan funds to develop the first three land trust homes in the City. The City does not plan to do this again, as this is not a replenishable source of funding, instead working with the County to identify viable tax forfeit properties/parcels that are a fit for this program is an excellent way to further the mission of affordable single family housing development at little to no cost to the City or County.

To Mayor and Council
Transfer of County Tax Forfeited Parcel
February 7, 2018
Page 2

Policy Objectives

Both the 2014 Cloquet Housing Study and Cloquet/Scanlon Housing Task Force recommendations highlight the need for affordable housing development in Cloquet. This project will improve an existing single-family home in Cloquet that has fallen into dilapidation and forfeiture and will be restored and sold to income qualified buyers (80% median income).

Financial/Budget/Grant Considerations

Ultimately the property will be returned to the tax rolls and the County will receive the payment from One Roof.

Direct County Costs

There will be costs associated with this property transfer and preparation of closing documents by the County (from the state of MN to the City of Cloquet) and then secondly the transfer from the City to One Roof. Carlton County has indicated to the City that the total County transfer costs will be a total of \$5,237.50 (\$5,000 – Purchase Price, \$25 State Deed, \$16.50 Deed Tax, \$46 County Recording, \$150 Assurance Fund, 3% which I believe to be the county fee.

Direct City Costs

The City will then have a Deed prepared by the City Attorney to transfer from the City to One Roof (\$125), Deed Tax (state deed tax is .0033 - \$3.30 per \$1,000, to equal \$16.50), \$46 County Recording fee, and then closing costs will more than likely come into play to transact the money from One Roof to Carlton County for the property.

Advisory Committee/Commission Action

The Cloquet EDA recommends the City Council approve the transfer of 302 North Road from the City (via the County) to One Roof Community Housing for the purpose of their owner-occupied acquisition rehabilitation community land trust program.

Supporting Documentation Attached

- One Roof offer for 302 North Road
- 2013 Cloquet EDA Newsletter on land trust home development in Cloquet
- 2014 Cloquet Housing Study Recommendations for Single Family
- Cloquet/Scanlon Housing Task Force Recommendations

January 22, 2018



Gregory J Bernu
Carlton County Land Commissioner
1630 County Road 61
Carlton, MN 55718

Dear Greg,

We would like to request conveyance of the tax-forfeit property (house & land) at 302 North Road in Cloquet to One Roof Community Housing for a price of \$5000. Upon successful acquisition of the property, One Roof will completely renovate the home, updating all the major systems. Upon completion of the rehabilitation, One Roof will sell the home through our Community Land Trust (CLT) program to a household earning less than 80% of area median income. Once a home comes into the CLT program, it must always remain owner-occupied. We look forward to getting a homeowner back in the home and getting the home back on the tax rolls.

Thank you for your consideration of this offer. Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Philbin', with a long horizontal flourish extending to the right.

Jim Philbin,

Community Land Trust Director

We make home a better place.

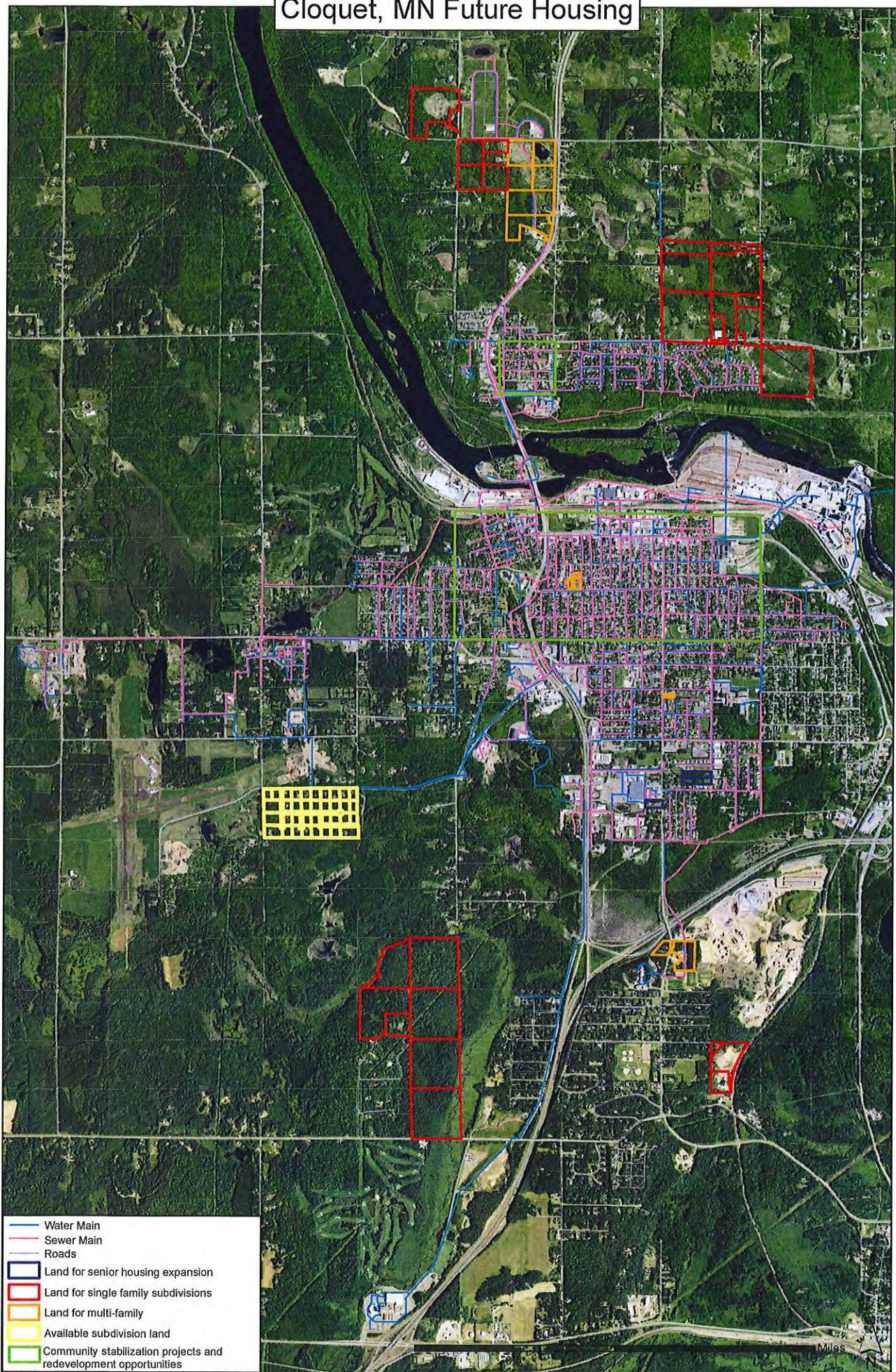


12 E. 4TH ST.
DULUTH, MN 55805

1ROOFHOUSING.ORG

88 727-5372
23

Cloquet, MN Future Housing



- Water Main
- Sewer Main
- Roads
- Land for senior housing expansion
- Land for single family subdivisions
- Land for multi-family
- Available subdivision land
- Community stabilization projects and redevelopment opportunities

Cloquet Economic Development Authority (EDA)

Cloquet Economic

NEWSLETTER

March 2013



Inside this issue:

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Walgreens Opens a New Store in Cloquet	4
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One Roof Community Housing: Community Land Trust Program Cloquet Pilot Project

The City of Cloquet's Economic Development Authority (EDA) partnered with One Roof Community Housing to conduct a pilot project targeting foreclosed properties in the city's central core neighborhood. The project was able to secure \$560,500 in grant funding to rehabilitate 3 single family homes in Cloquet. Funding was received from:

- \$90,000 EDA
- \$100,500 MHFA
- \$300,000 GMF
- \$45,000 Neighbor Works America
- \$25,000 MHFA Urban Indian Fund

The project introduces a new type of housing in Cloquet, the land trust model. When One Roof purchases a foreclosed home, all major systems are updated to improve energy efficiency and provide a healthy, safe, attractive home. Renovations often include a new kitchen, bathroom/s, flooring, windows, doors, roofs, siding, furnace, water heaters, plumbing and electrical upgrades. The target market for these homes is the working middle class and eligible buyers must earn 50-80% of area median income to

qualify (less than \$49,000).

In the Community Land Trust model, the homeowner owns their home and leases the land the home sits on from One Roof Housing. Long term ownership by One Roof retains these homes in permanent affordability for future owners. One Roof's Land Trust homes are offered at \$20,000 to \$40,000 below market value, and new low-to-moderate income home buyers receive significant down payment assistance as well as Homebuyer Education classes to prepare them for successful home ownership. The buyer is entitled to valuation increases based on improvements they do as well as a percentage of return on the home. Homes purchased and renovated under the program include: 426 18th Street, 1610 Carlton Avenue, and 1210 Selmser. Each home was sold within a month of entering the market illustrating a demand and need for this type of housing in Cloquet.

For more information:

1Roof Housing
12 E. 4th Street
Duluth, MN 55805
(218) 727-5372
www.1roofhousing.org



1210 Selmser was a foreclosed single family home with significant deferred maintenance.



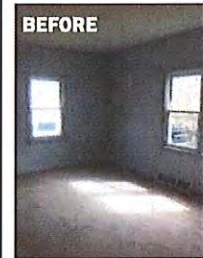
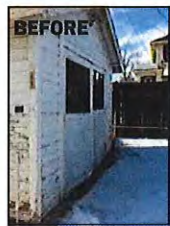
"The focus of our housing projects is to support qualifying working middle class people and the homes we provide are key to unlocking them from poverty."

*Jim Mischler-Philbin,
Community Land Trust
Director*

One Roof Community Housing: Cloquet Pilot Project

1210 Selmser Avenue

1610 Carlton Avenue



426 18th Street



426 18th Street

Annie's Cottage & Occasional Sales—Commercial Small Cities Grant

In 2012, the City provided owner Annie Manthey with a commercial small cities deferred loan to be used for improving the exterior of 612 Cloquet Avenue (the old Jerios building). She recently opened the Annie's Cottage Occasional Sales shop (in the former Farmers Insurance space) which sells unique gift items priced to sell and the merchandise is constantly changing stock. "This shop has worked out very well," stated Manthey. The Occasional Sales shop will be open three days a

week on Thursdays Fridays, and Saturdays to provide consistent shopping hours. The original concept was for the store to be open once a week, however social media marketing by Manthey provided immediate feedback that the customers wanted more consistent hours. Manthey is pleased with the shopping demand and success of the Occasional Sales store. Meanwhile, her goal is to open the larger Annie's Cottage store by May 15th. The purpose of the Annie's Cottage shop will be to

bring something new to the Cloquet market with home décor goods. Manthey will be traveling across the country to trade shows to purchase current trends in garden and home décor in hopes of bringing new items along with unique vintage items to the Cloquet market. The store will blend the new and old with the potential for future consignment and repurposed items, and potentially exterior seasonal sales.



Annie's Cottage & Occasional Sales is located downtown at 612 Cloquet Avenue.

14th Street Apartments Expansion Moves Forward

This summer Blackhoof Development will construct a second building at their 14th Street Apartment site across from Fond Du Lac Tribal and Community College (FDLTCC). The new building will offer 22 units, 4 units of which will be held available for income eligible persons. The investment by the developer is estimated to be \$1.3 million.

In December 2012, the Council approved tax increment financing for the project and a loan for \$100,000. With the low rental vacancy rate in Cloquet, these additional units will provide housing opportunities in the community.

The City purchased this property site in 2007 after working with

FDLTCC on a housing study examining student rental needs in the community. The City then formed a partnership with Blackhoof Development to sell three acres of the nine acre parcel to the developer to construct needed apartment housing in the community.



The first building at the 14th Street Apartments site was completed in the fall of 2009.

Daugherty's Appliance Downtown Expansion

The City assisted owner Scott Boedigheimer with a loan to purchase 1112 Cloquet Avenue (the former CJ's Hallmark store) to expand his business downtown. The new building will house a showroom floor so that customers no longer have to travel to Duluth to view appliance products. Additionally, Mr. Boedigheimer has constructed a new tenant space for rent and has future plans to

construct a rear exterior storage building. Boedigheimer stated, "I'm appreciative that the Cloquet area market has supported me well as a local business, they make a point to shop local." The anticipated opening of the new store is early May. Other funders for this project included Carlton County and Members Cooperative Credit Union.



Daugherty's appliance purchased 1112 Cloquet Avenue (the former CJ's Hallmark store) in November 2012. The new store will open in May and will house a large showroom floor of products.

"I'm appreciative that the Cloquet area market has supported me well as a local business, they make a point to shop local."
Scott Boedigheimer,
Owner



NEWSLETTER
CLOQUET EDA

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- Commissioner Shelly Peterson, President (Construction Trades)
- Commissioner Ross Peterson, Vice President (Banking)
- Commissioner Bruce Ahlgren (Mayor)
- Commissioner David Bjerkness (Councilor)
- Commissioner Steve Micke (Insurance)
- Commissioner Mike Schultz (Industry)
- Commissioner Russ Smith (Citizen, Area Business Owner)

STAFF

- Holly Butcher, Community Development Director
218.879.2507 x4; hbutcher@ci.cloquet.mn.us
- Brian Fritsinger, City Administrator
218.879.3347; bfritsinger@ci.cloquet.mn.us
- Ex-Officio Kelly Zink (Cloquet Area Chamber of Commerce)

Walgreens Opens a New Store in Cloquet

Walgreens officially opened their new 14,550 s.f. store at 215 Doddridge Avenue on March 9th. The 3.35 acre project site was formerly the Southgate Bowl and was a difficult loss for the community. The developer demolished the bowling alley and fully redeveloped the utilities and all aspects of the property. A landscaping strip was created to divide the Little Store and Walgreens site. The owners have been working with the City to create and connect a rear roadway access to both properties in 2014 in conjunction with the MnDOT Hwy 33 project. While the store does bring in a competitive business into the Cloquet market, its encouraging to see that the development mar-

keting is willing to invest in redevelopment sites. The contractors who constructed the building noted on the excellent soil and site conditions of the property that led to subsequent cost savings compared to other regional markets.

A grand opening event will be held at the store on Monday April 8th at 10 a.m.



The new store is located at 215 Doddridge Avenue in Cloquet.

Renovation of Chef's Marketplace

The City provided a small cities deferred loan to Chef's Marketplace located at 402 22nd Street. Several years ago the building was hit by a vehicle and the insurance didn't provide enough funding to repair it. The owners applied for the funding to rehabilitate the exterior of the blighted building to add new siding and windows. The project is now complete, other funding for the project was secured from Carlton County.



Chef's Marketplace is located at 402 22nd Street in Cloquet.

CLOQUET/SCANLON HOUSING STUDY

Housing Demand Analysis
January 15, 2014

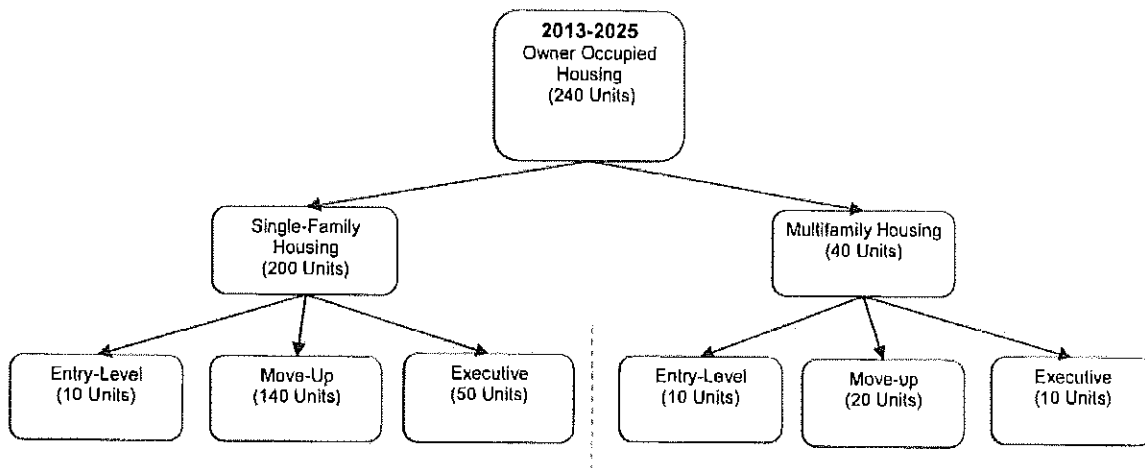
7.3 OWNER-OCCUPIED HOUSING GROWTH POTENTIAL IN CLOQUET/SCANLON: 2013-2025

Figure 19 on the following page breaks down Cloquet/Scanlon's potential for owner-occupied household growth between 2013 and 2025. It divides the potential for both traditional single-family and multifamily housing. Within both types, the projected distribution by price is shown, utilizing the three price tiers described by area Realtors earlier in this report.

As was noted earlier, we believe that Cloquet/Scanlon appears capable of adding 240 new owned housing units between 2013 and 2025. We believe that this potential will most likely be met by providing traditional, detached single-family homes (200 homes). In years past, the bulk of new owned housing built in Cloquet and Scanlon was developed as traditional single-family homes. Given the supply of available lots and the pricing of most new construction, we believe this will continue into the future.

With that being said, though, we believe the market for owner-occupied multifamily housing (i.e., townhomes, cooperatives, and condominiums) is growing in large part due to the growing base of early retirees who want to maintain homeownership but downsize into a lower maintenance product type. Despite these subtle changes to the market, we still believe that detached single-family homes will continue to dominate the owner-occupied market.

Figure 19: Cloquet/Scanlon Forecasted Owner-Occupied Housing Need 2013-2025



In addition to dividing the growth potential between single-family and multifamily homes, the flow chart shows the need for developing homes at a variety of price points: Entry-Level, Move-Up/Mid-Level, and Executive. We evaluated recent developments in the community based on these pricing levels as the combination of pricing and housing type communicates likely buyer profiles for the community.

Buyer Profiles for the various price categories can be summarized as follows:

Single-family:

CLOQUET/SCANLON HOUSING STUDY

Housing Demand Analysis
January 15, 2014

- Entry-level: young families with or without children, young couples, single professionals; head of household generally 25-35 years old
- Move-up: families with children, head of household generally 35-55 years old
- Executive: higher-income families with children, empty-nesters; head of household age varies, (income-driven category; peak earning 45-60 years old)

Multifamily:

- Entry-level: empty-nesters, retirees, divorcees, young couples without children, single professionals; head of household age varies (generally 25-35, or 55 and older)
- Move-Up/Mid-level: empty-nesters, retirees, higher-income single professionals; head of household generally 45 and older
- Executive: higher-income retirees and empty-nesters; head of household generally 55 and older

Understanding the types of buyers likely to consider various housing types aids the community in understanding likely ripple effects on local institutions, schools and health care providers that accompany various types of new development. We discuss these effects and make other recommendations in the *Conclusions and Recommendations* section that follows in this report.

The buyer profiles also assist in forecasting Cloquet/Scanlon's overall growth potential, as demographic shifts in aging, income and average household size serve as signposts for identifying emerging markets in the community. For example, the most significant demographic impact on the community will be the aging of resident baby boom households and the in-migration of young families drawn to jobs in Cloquet and the perceived quality of the schools.

7.3.1 Single-family Housing Growth Potential

We believe that over 80% of Cloquet/Scanlon's owner housing growth potential lies in traditional single-family homes (200 units). Within this figure, we estimate that move-up homes priced between \$175,000 and \$300,000 (in 2013 dollars) will account for 70% (140 units) of the projected growth. Executive homes (\$300,000+) will comprise about 25% of the projected growth (50 units), while entry-level homes (<\$175,000) will account for only 5% of growth (10 units), since the cost of land and new construction makes most entry-level single-family homes infeasible.

7.3.2 Multifamily Housing Growth Potential

We estimate that Cloquet/Scanlon has the potential to also absorb 40 new owner-occupied multifamily homes. Within this figure, we estimate that move-up or mid-level homes priced between \$150,000 and \$250,000 (in 2013 dollars) will account for 50% (20 units) of the projected growth. Entry-level townhomes (<\$150,000) and executive townhomes and condominiums (>\$250,000) will comprise the remainder of new multifamily growth.

CLOQUET / SCANLON HOUSING TASK FORCE RECOMMENDATIONS TO IMPLEMENT CLOQUET / SCANLON HOUSING STUDY



SUMMARY OF CLOQUET / SCANLON HOUSING STUDY RECOMMENDATIONS (August 2014)

1. Work with property owners to combine small vacant lots with adjacent properties (less than 7,500 square feet).
2. Strategically extend municipal services into areas with numerous vacant lots (e.g. Antus Addition) thus creating 10,000-20,000 square foot lots for move-up housing.
3. Improve aging infrastructure targeting older neighborhoods (streets, sidewalks, lighting).
4. Encourage homeownership.
5. Encourage a diverse mix of housing styles. Cloquet/Scanlon market heavy in executive and base housing markets, create entry / affordable and middle market opportunities.
6. Focus on developing owner housing that young families can obtain at 80% of median income.
7. Consistently reinvest in Cloquet/Scanlon existing housing stock to maintain community stability.

IMPLEMENTATION ACTION PLAN (AUGUST 2014)

GOAL	ACTION STEPS	RESPONSIBLE AGENCY	MEASURED BY	DATE
1) EDUCATE COMMUNITY ABOUT HOUSING PROGRAMS	Hold Housing Summit to Inform Home Owners and Rental Owners of Rehabilitation Programs offered by Regional CAP and CHDO agencies (Lakes & Pines, One Roof, and CMHP). Inform Developers about Housing Programs available via city - county tools, programs offered by MHFA, GMF, and USDA. Increase marketing outreach from CMHP and One Roof for Homeownership classes within the community.	Participating Agencies City of Cloquet non-utility bill based mailing that is direct to non-homesteaded props; newspaper, social media rental registry etc. City of Scanlon Cloquet HRA use mailing & newsletter to reach rental owners	Summit Meeting held (one day summit with different topics throughout the day for different groups)	Q2 2015
2) IMPROVE THE AVAILABILITY, DIVERSITY, AND EFFECTIVENESS OF HOUSING SERVICE DELIVERY WITHIN CARLTON COUNTY	Discuss and act to change multiple agency coverage for Carlton County as it relates to administration of housing programs by CAP and CHDO agencies, to align with transportation, planning, and economic boundaries. In 2005 the US Census added Carlton Co. into the Duluth-Superior Metropolitan Statistical Area. Consider collaboration of partners in the conversation Legislators, Aitkin County, MHFA, DHS, MnCAP etc.	Carlton County/Cloquet Lakes & Pine, CMHP MnCAP, DHS	Change or improve service delivery of program opportunities (gaps also exist related to homelessness and the lack of a shelter)	ongoing
3) INFORM REGIONAL STATE AND LOCAL DEVELOPERS ABOUT HOUSING NEEDS FROM STUDY	Develop a succinct marketing document that clearly states Cloquet and Scanlon's housing message.	City of Cloquet City of Scanlon	Send materials, schedule conference calls etc.	Q1 2015
4) INFORM POLITICIANS ABOUT HOUSING NEEDS FROM STUDY	Inform Legislators about local housing needs. Cities meet with County Commissioners to review needs from study and task force recommendations.	City of Cloquet City of Scanlon	Send materials, schedule conference calls etc.	Q4 2014
5) SUPPORT AFFORDABLE HOUSING DEVELOPMENT PROJECTS OF 60-80% OR LESS OF MEDIAN INCOME	Work with EDA, Developers, & One Roof Community Housing on community / neighborhood stabilization revitalization projects in central core of each city such as land trust home development & other affordable housing projects (Oak St to 22nd St; Prospect north to the River; original street grid of Sunnyside; original core Scanlon).	City of Cloquet City of Scanlon Cloquet HRA	Project concepts moving forward to EDA, Planning Commission and Council and Cloquet HRA	ongoing
6) BUILD AFFORDABLE HOUSING AT 20-60% OF MEDIAN INCOME THAT IS AVAILABLE FOR HRA HOUSING VOUCHERS AND/OR SENIOR HOUSING	Cloquet HRA expand onsite Section 8 Housing Development or partner with agencies such as One Roof to construct additional affordable housing - need for both seniors and younger separated buildings. Work with Developers or Agencies to construct new senior housing downtown which is income and rent restricted (Larson Commons has 2 year waiting list).	Cloquet HRA One Roof Habitat for Humanity Cloquet EDA Scanlon County EDA	Project concepts moving forward.	ongoing
7) INVESTIGATE AND UNDERSTAND THE CLOQUET HRA CHARTER OUTLINING POWERS AND ACTIVITIES	Possibly broaden HRA activities in the community related to affordable housing, bonding for projects etc.	City of Cloquet Cloquet HRA Cloquet EDA	Project concepts moving forward	Q1 2015
8) INCREASE THE DIVERSITY OF HOUSING OPTIONS	Examine new diverse housing mix options such as cooperative housing for seniors improve housing retention through diversity in options, identify examples of successful developments of this type to use in discussions with developers.	Developers ARDC City of Cloquet City of Scanlon	Discuss and consider a wide range of housing types for all incomes	ongoing

GOAL	ACTION STEPS	RESPONSIBLE AGENCY	MEASURED BY	DATE
9) SUPPORT HOUSING STABILIZATION AND REINVESTMENT PROJECTS IN EXISTING NEIGHBORHOODS ALONG WITH REDEVELOPMENT PROJECTS TO REMOVE BLIGHT AND DETERIORATED HOMES	Target areas for housing stabilization and reinvestment in existing housing stock in the original core of Cloquet and Scanlon. In Cloquet specifically that means: Oak St to 22nd St; and Prospect Ave north to the river and the original streetgrid of Sunnyside. Areas for potential housing redevelopment include: the Cloquet Middle School Site. Each city will create a map of blighted blocks needing redevelopment. Each city should apply for SCDP for owner occupied, commercial, and multifamily improvements. Each city should examine enhancements to city code with tools such as vacant building registry for both residential and commercial properties; property maintenance code or blight ordinance.	City of Cloquet City of Scanlon Legislators Cloquet HRA County EDA	Diverse projects moving forward in cities for stabilization activities. Map distressed areas to address. Apply for SCDP.	Q2 2015 ongoing
10) SUPPORT NEW SINGLE FAMILY SUBDIVISION PROJECTS ESPECIALLY THOSE THAT WILL CONNECT WITH PUBLIC UTILITIES	Antus Addition Area, north of North Rd; Along Freeman Rd; Along N Hwy 33; South Oak St; Otter Creek Subdivision Expansion; Eastern Edge of Erickson Acres; Scanlon Expansion areas: 22nd St. south and then east along Tall Pine Lane- "move-up housing needed."	City of Cloquet City of Scanlon	New subdivision plans proposed. Connection between this goal and study to be included in 2015 CIP by engineering need to be explored by Cloquet.	ongoing
11) TARGET OLDER NEIGHBORHOODS FOR PUBLIC INFRASTRUCTURE INVESTMENT TO IMPROVE STREET, SIDEWALK, AND LIGHTING CONDITIONS	Work with the City Engineer to incorporate into CIP targeting Central City Core and West End areas.	City of Cloquet City of Scanlon	Annually CIP engineering projects continuously list original city neighborhood projects for street improvements.	ongoing
12) SUPPORT PROJECTS THAT IMPROVE AND EXPAND DOWNTOWN LOFT APARTMENTS ABOVE COMMERCIAL PROPERTIES	Ensure zoning continues to allow for Mixed Use High Density Downtown.	City of Cloquet City of Scanlon	Improvement projects and plans being proposed. Cat-7 program feature.	ongoing
13) EXTEND INFRASTRUCTURE TO SUPPORT HOUSING	Cloquet Expansion areas: Utilize Landfill Host Fee to Extend utilities into the Antus Addition Area to ensure adequate land supply available for housing development; Find other funds to extend north of North Rd; Along Freeman Rd; Along N Hwy 33; South Oak St; Eastern Edge of Erickson Acres Scanlon Expansion areas: 22nd St south and then east along Tall Pine Lane.	City of Cloquet City of Scanlon	Proactive plans in CIP to extend utilities for housing growth. Connection between this goal and study to be included in 2015 CIP by engineering need to be explored by Cloquet.	ongoing
14) WORK WITH THE CHAMBER TO HOST A LUNCHEON WITH BUSINESS OWNERS TO INFORM THEM ON HOUSING ISSUES AND INITIATIVES	Work with Chamber to see if topic could fit luncheon session.	City of Cloquet City of Scanlon	Luncheon held	ongoing
15) LOT COMBINATIONS IN THE CENTRAL CORE OF THE CITY	Identify parcels that are smaller than 7,500 sf and work with adjacent property owners on lot combinations to create more marketable lots allowing expansion space on existing properties.	City of Cloquet City of Scanlon	Use the parcel map created by Stantec, City Planner will craft a letter to be mailed to adjacent parcels.	ongoing
16) DEVELOP A HOUSING INVENTORY MAP OF CLOQUET AND SCANLON	Identify and map undeveloped land available for housing and determine the appropriate housing type. Identify blighted properties needing redevelopment. Identify and map potential lot combinations. Map existing and potential mixed use commercial and housing properties.	City of Cloquet City of Scanlon ARDC	Map created	Q1 2015
17) IMPROVE QUALITY OF RENTAL HOUSING STOCK	Pass rental registry. Pass a Rental Housing Ordinance with licensing and inspections. Apply for SCDP to enhance rental properties. Hold housing summit on rental improvement programs.	City of Cloquet City of Scanlon	Approval by Council Approval by Council Completed application Hold Housing Summit	Q4 2014 Q4 2017 Q1 2015 Q2 2015
18) SUPPORT NEW MULTI-FAMILY DEVELOPMENT PROJECTS	Areas for potential multifamily development include Hwy 33 N area, 14th Street Apartment expansion, other infill sites central core of the City.	City of Cloquet City of Scanlon	Improvement projects and plans proposed	ongoing



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 COUNCIL ACTION

To: Mayor and City Council
From: Caleb Peterson, Director of Public Works
Reviewed by: Aaron Reeves, City Administrator *AR*
Date: February 20, 2018

ITEM DESCRIPTION: Fond du Lac Water Service Agreement

Proposed Action

Staff recommends the City Council move to approve a five- year Water Service Agreement between the City of Cloquet and Fond du Lac Band of Lak Superior Chippewa.

Background/Overview/Feasibility

The City and FDL first entered into an agreement in 1995 for the provision of municipal water to the Black Bear Casino Hotel and Golf Course. The agreement was renewed in 2006 for an additional 10 years with one-year extensions granted since that time. Both parties have expressed interest in continuing the cooperative relationship addressed in this agreement. With no significant issues noted, the contract term under the proposed agreement was extended to 5 years.

Policy Objectives

The City is authorized under State Statute to enter cooperative agreements related to service provision. The agreement addresses the roles and responsibilities of both parties.

Financial/Budget/Grant Considerations

Water sales under this agreement are included in the Water Fund's annual operating budget.

Advisory Committee/Commission Action

N/A.

Supporting Documentation Attached

- Water Service Agreement

**WATER SERVICE AGREEMENT
BETWEEN
THE CITY OF CLOQUET, MINNESOTA
AND
THE FOND DU LAC BAND OF LAKE SUPERIOR CHIPPEWA**

THIS AGREEMENT, dated this 30th day of January 20 18, by and between the City of Cloquet, Minnesota, a municipal corporation of Carlton County, Minnesota, hereinafter referred to as "**Cloquet**", and the Fond du Lac Band of Lake Superior Chippewa, hereinafter referred to as "**the Band**";

WITNESSETH:

WHEREAS, in 1995, the governing bodies of the respective parties to this Agreement established an extension of municipal water service from the City of Cloquet to the Black Bear Casino, Hotel and Golf Course, located at the intersection of I-35 and Trunk Highway 210, pursuant to a document entitled the "Water Service Agreement of March 16, 1995; and,

WHEREAS, in 2006, a new "Water Service Agreement" was entered into for a ten-year period; and,

WHEREAS, in 2016, a new "Water Services Agreement" was entered into for a one-year period commencing on March 15, 2016; and

WHEREAS, in 2017, a new "Water Services Agreement" was entered into for a one-year period commencing on March 15, 2017; and,

WHEREAS, the water system of Cloquet continues to produce surplus water in quantities sufficient to meet the present needs of the Band and the obligations contemplated by this Agreement and the prior agreements; and,

NOW, THEREFORE, and in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

SECTION 1. SCOPE OF AGREEMENT

That for a five-year period commencing on March 15, 2018, Cloquet agrees to deliver water from the City's municipal water system to the Band, in an amount up to a maximum of two hundred thousand (200,000) U.S. Gallons per day and at a maximum rate of twenty thousand (20,000) U.S. Gallons per hour. The Band agrees to pay for such water in accordance with Sections 4, thru 7 of this Agreement; provided, however, that such rate schedule shall be subject to change by duly adopted resolution of Cloquet's City Council after written notice of the Council's intention to change such rate schedule has been given to the Band pursuant to Section 6 hereof.

Notwithstanding the provisions of the preceding paragraph, the Band may request to purchase water in excess of the two hundred thousand (200,000) U.S. Gallons per day on terms mutually agreeable to the parties. Such request shall be made by the Band to the Director of Public Works of Cloquet. If said Director determines that the sale of the additional water supply requested will not, at the time of the request, or in the future, impair or affect the ability or efficiency of Cloquet's water utility to supply the demands of the City's inhabitants for water, then the Director shall recommend to the City Council that this Agreement be amended to permit the sale of additional water to the Band. The Cloquet City Council's approval or rejection of the Director's recommendation shall be determinative of whether any additional water will be sold to the Band.

SECTION 2. OWNERSHIP

Ownership of the water main extension, as agreed by the parties pursuant to the Water Service Agreement of March 16, 1995, is as follows. Cloquet shall hold all of its right, title, and interest in that portion of the new water main extension and all appurtenances lying within the city limits of Cloquet. This Section will be from the west side of Highway 33 in the area of the

Driftwood Motel, south to the Moorhead Road, the present Cloquet city limits. All of the water main extension, the subject to this Agreement, lying outside and south of the city limits of Cloquet running to the Black Bear Casino and Hotel shall be owned by the Band. The Band shall also own the master metering station described in Section 4 of this Agreement.

SECTION 3. MAINTENANCE AND OPERATION

Cloquet shall be responsible for the maintenance and operation of that portion of the pipeline and all appurtenances lying north of the Moorhead Road within the Cloquet city limits which will become part of Cloquet's municipal water distribution system. The Band, at no expense to Cloquet, shall be responsible for the maintenance and operation of the remaining water main extension outside of the city limits of Cloquet located south of the Moorhead Road to the Black Bear Casino & Hotel located on Trunk Highway 210. The maintenance of this portion of the water main extension shall be performed at the Band's expense by the Band's service crews. This maintenance will include, but not necessarily be limited to the following:

- The repair of water main leaks or breaks.
- The repair or replacement of damaged fire hydrants.
- At least one annual hydrant flushing to take place in coordination with the Cloquet Water Department.
- The repair and maintenance of the water metering station and equipment located at the Moorhead Road.

At the request of the Band, Cloquet may furnish cooperative maintenance services at normal hourly rates for the above items. The Band shall agree to operate and maintain its water main extension and facilities in such a manner as not to jeopardize or disrupt the normal operation of Cloquet's water system and in such a manner as to conform with all laws, rules, and regulations of the State of Minnesota regarding water facilities.

SECTION 4. MEASUREMENT OR METERING OR WATER

All water furnished and delivered by Cloquet to the Band under this Agreement shall be in accordance with the City of Cloquet rules and regulations. This water shall be measured by and through radio read meters, acceptable to Cloquet, to be furnished and maintained by the Band at the Band's expense. This metering station shall be the point of delivery of the water furnished to the Band, and shall be located in the area of the Moorhead Road where the water main extension crosses the city limits of Cloquet. Such meter shall be of suitable make and setting and shall be equipped with by-pass piping and suitable valves so flow may be maintained during meter maintenance and testing. It shall be properly housed and subject to the approval of Cloquet. Cloquet shall have the right to inspect the meter at any time. Such meter shall be subject to testing by Cloquet at any time for verification of proper operation and accuracy of the meter or meters. All tests shall be conducted under the supervision of a qualified independent testing firm and shall be conducted in accordance with American Water Works Association standards. The Band shall be notified as to the time of meter testing and may, at its own expense, have one of its own representatives present at the time the tests are made. Additional test may be requested by the Band, but such tests and inspections shall be at the Band's expense.

No meters shall be placed in service or allowed to remain in service which have an error in registration in excess of Two Percent (2%) above or below normal operating conditions. Presently the Band pays the City a fixed monthly charge of \$130 per month on the two meters monitoring the system. That charge may be adjusted from time to time based upon the size of meters required.

All necessary repairs or modifications of the meters shall be made at the sole expense of the Band. In the event the water meters are not working properly and are not repaired within ten (10) days from receipt of written notice mailed or hand delivered to the Clerk of the Band, Cloquet shall have the right to estimate water use until the meters are properly repaired and approved by the Director. During the period of time that the meters remain un-repaired, Cloquet shall charge an

additional \$250.00 monthly, as liquidated damages, in addition to the estimated bill. Water rates, billings, and payments shall be in accordance with Sections 4 thru 7 of this Agreement.

SECTION 5. BILLINGS AND PAYMENT

Monthly readings of the master meter and a bill shall be mailed to the Band on or before the tenth day of the following month. Such bill shall be paid by the Band on or before the due date which is the 5th day of the following month. Late payment charges shall be at a rate consistent with Cloquet city policy, (currently 5% of unpaid balance).

SECTION 6. RATE DETERMINATION

The rates for water delivered by Cloquet to the Band shall be as provided in Section 7. Such rate schedule shall be subject to change by Cloquet's City Council, provided, however, that any increase in the rates charged to the Band shall be consistent with rate increases charged by the City to other customers located outside the Cloquet City limits. The Band shall be given written notice sixty (60) days prior to any change to the water commodity rate charges or minimum monthly charge.

SECTION 7. INITIAL RATES

Unless subsequently modified pursuant to Section 6, the rates for water delivered by Cloquet to the Black Bear Casino, Hotel and Golf Course, under the terms of this Agreement shall be \$3.00 for all or any portion of each thousand (\$3.00/1000) gallons used.

SECTION 8. RESALE OF WATER EXPRESSLY PROHIBITED

All water delivered to the Band under the terms of this Agreement shall be for the sole use of the Black Bear Casino, Hotel and Golf Course and shall not be resold or otherwise provided to any other entity, utility, governmental subdivision, or customer.

SECTION 9. CITY NOT LIABLE FOR FAILURE TO SUPPLY WATER UNDER CERTAIN CONDITIONS

Cloquet shall exercise due diligence in the operation of its water utility. However, if it is unable or is prevented from delivering the agreed upon volume of water to the Black Bear Casino, Hotel and Golf Course for any reason including, but not limited to, fire, explosion, flood, strike, unavoidable accident, rupture of pipe, failure of supply, electrical failures, federal or state regulation or interference, or other such conditions which result in a shutdown or stoppage of water flow to the Band, Cloquet shall not be liable to the Band for any loss or damages (including business loss or loss of profits) resulting from such interruption or suspension of service.

In the event of any interruption or suspension of service, Cloquet agrees to take all reasonable steps and such action as is necessary to resume delivery of the agreed upon volume of water to the Band as soon as possible.

SECTION 10. CROSS CONNECTIONS BETWEEN CITY WATER SUPPLY AND OTHER SOURCES OF SUPPLY FORBIDDEN

The Band shall not permit any person to make a direct cross connection or allow the existence of a direct cross connection between their water system and any other source of supply or cause a cross connection to be made or permit one to exist between their water system and any piping system whatsoever. Where required by the laws or regulations of the State of Minnesota, the Band agrees to provide and maintain adequate back flow control for the protection of public health.

SECTION 11. JOINT USE OF FIRE HYDRANTS

The Band agrees to install and permit the use of fire hydrants by any fire department serving the area for the purpose of extinguishing fires.

SECTION 12. MAXIMUM FLOW RESTRICTION

Except for periods of fire emergencies, the Band agrees to limit its consumption of water from Cloquet's water system (at the point of delivery) to hourly rates that will at no time exceed ten percent (10%) of the agreed maximum hourly water demand as set forth under Section 1 of this Agreement. The parties shall mutually confer in the establishment of a maximum hourly water demand, and will take into consideration such data as the Band shall provide, including average flow information, peak day, and peak hour information, in determining the same. The final determination of the maximum hourly water demand shall be made solely by the Cloquet Director of Public Works. Within ninety days of the commencement of delivery of water by Cloquet, the Band may apply to the Cloquet Director of Public Works for re-determination of the maximum hourly water demand and may provide further data regarding actual consumption. The final determination of the maximum hourly water demand, in the case of an application for re-determination, shall be made solely by the Cloquet Director of Public Works.

The parties have discussed and understand that any consumption of water by the Band which exceeds the agreed maximum hourly water demand as stated under Section 1, by ten percent (10%) or more, may adversely impact Cloquet's delivery of water to its other municipal customers. Accordingly, it is agreed that Cloquet may impose upon the Band a penalty of one hundred dollars (\$100) for each occasion in which the Band's consumption exceeds the agreed maximum hourly water demand as set under Section 1 by ten percent (10%), except in the case of fire emergency. The Band agrees to pay each such penalty within ten days of receipt of written notice from Cloquet that a penalty is due and owing. In addition, if in the sole discretion of the Director of Public Works the excess consumption of water by the Band impacts the water system to such a degree that it adversely affects Cloquet's ability to deliver water to its other municipal customers, the Director of Public Works is authorized to take such steps as are necessary to re-establish proper operation of water service to Cloquet's existing customers. If, as a result of excess consumption of water by the Band, the Director determines that changes are necessary to achieve or maintain conformity with, or avoid

adverse impact upon, Cloquet's current water system, the Band shall pay for all such changes or improvements deemed necessary by the Director.

SECTION 13. INDEMNIFICATION

The Band agrees to indemnify and save harmless Cloquet from any and all claims or demands, including costs of suit, settlement of claims, and reasonable attorneys' fees incurred in negotiating claims prior to suit or resulting in suit, whether said claims shall be justifiable or sham and frivolous, for damages or claims arising out of or which may result from the use of water supplied or the failure to supply said water pursuant to the terms of this Agreement and from the design, construction, inspection, use, installation, maintenance, and repair of its facilities as set forth in this Agreement, or for any other claim whatsoever arising out of this Agreement, without regard to fault or cause, and will assume the defense of any actions arising therefrom in which Cloquet is made a party defendant or thought which Cloquet is required to enter into negotiations for settlement prior to the commencement of litigation. Cloquet shall give the Band prompt written notice of any claims or acts filed against Cloquet as a result of this Agreement. The Band thereafter shall, immediately undertake the defense of said claims and the Band and its legal counsel shall provide copies of all documents and shall keep Cloquet and its City Attorney fully apprised of any and all terms and conditions of the proposed litigation or litigation which may be commenced as a result of this Agreement.

SECTION 14. DEFAULT AND TERMINATION

Cloquet shall have the right to terminate water service to the Band in the event the Band shall fail to properly maintain its water system or comply with any term or condition of this Agreement, including the payment of charges due Cloquet under the terms of this Agreement.

In the event such service shall be terminated under the terms and conditions of this paragraph, notice shall be given in writing, to the business offices of the Band. The Band shall have ten (10) days after delivery of said notice to correct any default set forth in the notice. Failure of the

Band to correct the default set forth in the notice of default shall, at the sole option of Cloquet, entitle Cloquet to terminate all water service under the terms of this Agreement.

SECTION 15. RENEWAL

The Band shall have an option to renew this Agreement on the same conditions and provisions as set forth herein, except that the term of any such renewal shall be subject to negotiation and approval by both parties.

**SECTION 16. ADDITIONAL CONSIDERATION FOR AGREEMENT; POSSIBLE
NEED FOR ADDITIONAL WELL CAPACITY**

As additional consideration for the extension of this Agreement, the Band agrees that should the need arise to create more well capacity for purposes of meeting the mutual needs of the parties that it will permit Cloquet to drill, locate and maintain additional well capacity within the boundaries of the Fond du Lac Reservation at such locations as are permitted by the governing body of the Band upon a fair showing that such a need exists; and such permission will not be unreasonably withheld. It is understood that prior to approval, the parties will negotiate and agree upon the terms, location and the allocation of costs of installation and ongoing maintenance.

SECTION 17. PROVISION FOR FUTURE EXPANSION

The parties agree and understand that the need to consider future expansion and development are a foreseeable consequence of extending public services. To the extent it is mutually agreed that the system is able to accommodate additional expansion into areas adjacent to or in the proximity to the present system (including the main line running to the casino owned by the Band) the parties agree to cooperate and consider expansion of the system to such areas or municipalities as the parties deem mutually agreeable. It is understood that prior to approval, the governing bodies of the City and the Band must fairly determine an equitable allocation of costs and ongoing maintenance but the both parties agree that approval of such an expansion will not be unreasonably withheld.

SECTION 18. ARBITRATION

It is the expressed desire of both parties to avoid the cost and delay of litigation in the event that a dispute between them results. Accordingly, in the event of a dispute between the Band and Cloquet pursuant to the terms or obligations contained in this Agreement, the parties hereby agree to submit all disputes to binding arbitration. The parties agree that the American Arbitration Association shall be the arbitration service provider and all rules, then in effect, as adopted by the American Arbitration Association shall govern the proceedings. In addition, both the Band and City hereby further mutually agree that with regard to disputes arising between them that they agree to waive forever any and all immunity granted to them under any laws or the Constitution of the United States or any state or otherwise from any suits or claims, whether at law or in equity arising from this agreement or any activity undertaken by the parties pursuant to this agreement.

The parties also agree that this agreement shall be governed by and construed in accordance with the laws of the State of Minnesota and that the rights and obligations created under this agreement shall not be assigned without the prior written consent of both the Band and City.

SECTION 19. NOTICES

All communications, demands, notices, or objections permitted or required to be given or served under this Agreement shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent, (Fond du Lac Reservation Business Committee, 1720 Big Lake Road, Cloquet, MN 55720; Cloquet City Administrator, 1307 Cloquet Avenue, Cloquet, MN 55720) or deposited in the United States Mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, or if telegraphed, by prepaid telegram, and addressed to the other party of this Agreement, to the addresses set forth above. Any party may change its address by giving notice in writing, stating its new address, to any other party as provided in the foregoing manner. Commencing on the tenth day after the giving of such notice, such newly designated address shall be such party's address for the purpose of all communications, demands, notices, or objections permitted or required to be given or served under this Agreement.

SECTION 20. AMENDMENT, MODIFICATION, OR WAIVER

No amendment, modification, or waiver of any condition, provision, or term of the Agreement shall be valid or of any effect unless made in writing, signed by the party or parties to be bound, or its duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or waiver. Any waiver by any party of any default of another party shall not affect or impair any right arising from any subsequent default.

SECTION 21. SEVERABLE PROVISIONS

Each provision, section, sentence, clause, phrase and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, or word hereof is illegal or invalid for any reasons whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

IT WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives on the date(s) indicated below.

CITY OF CLOQUET:

By: _____ Date: _____
Its Mayor

By: _____ Date: _____
Its City Administrator

FOND DU LAC BAND OF LAKE SUPERIOR CHIPPEWA

By:  _____ Date: 1-30-18
Chairman

By:  _____ Date: 1-30-18
Secretary/Treasurer



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 COUNCIL ACTION

To: City Council
From: Caleb Peterson, Public Works Director
Reviewed By: Aaron Reeves, City Administrator *AR*
Date: February 20, 2018

ITEM DESCRIPTION: Authorization to Bid Skatepark Improvements

Proposed Action

Staff recommends that the City Council move to authorize the solicitation of bids for planned skatepark improvements at Athletic Park.

Background

Advocated by a group of local youth over a number of years, the Athletic Park Skatepark was supported by the Park Commission and City Council and ultimately included in the 2017 budget and CIP. In June 2016, Council entered into an agreement with Stantec for conceptual design. A second contract covering preparation of construction documents and construction administration was executed in December.

A site plan developed in coordination with local users is included for Council’s review. In addition to the skatepark, the project also includes the removal and replacement of the existing fencing along 14th Street and a portion of Prospect Avenue. The new fencing will be a lower height black chain link similar to what was used in Pinehurst. The intent is to increase visibility into the park while still providing a barrier for young kids utilizing the playground directly adjacent to 14th Street.

Bids for the project were originally solicited in August of 2017 with only one bid received approximately \$100,000 over budget. Comments from perspective contractors at the time indicated multiple skate parks bid at the same time and their fall construction schedule filled quickly. The project was also the first to bid under the new PLA requirements. Staff has since worked with the local labor body and contractors to include more information in future bid documents which may help answer previous questions and concerns. Per Council’s previous direction, the original bid was rejected and new bid documents are ready for advertisement and spring 2018 construction.

Throughout the design process, the discussion of successful operations and troubles experienced at the facility have come to light. While the site was selected specifically to prevent such issues going forward, staff has also secured a proposal from Per Mar Security Services to monitor the site with cameras. Local users have supported this concept as an additional method to ensure the park is a safe place to use and enjoy. The group also meet with staff and the Police Department to discuss successful operations and ways to discourage any unwanted behaviors at the new park.

Policy Objectives

Policy 1.3 – Improvements to parks shall follow a process that engages park users, stakeholders, and neighbors to ensure changes are aligned with community needs and interests.

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

Project Schedule

- February 20 - Authorization to bid
- March 1 - Bid Advertisement
- March 22 - Bid Opening
- April 3 - Council Award of Project
- June/July – Construction Begins

It is anticipated the project will be complete by October with the facility open for use the summer of 2019.

Financial/Budget/Grant Considerations

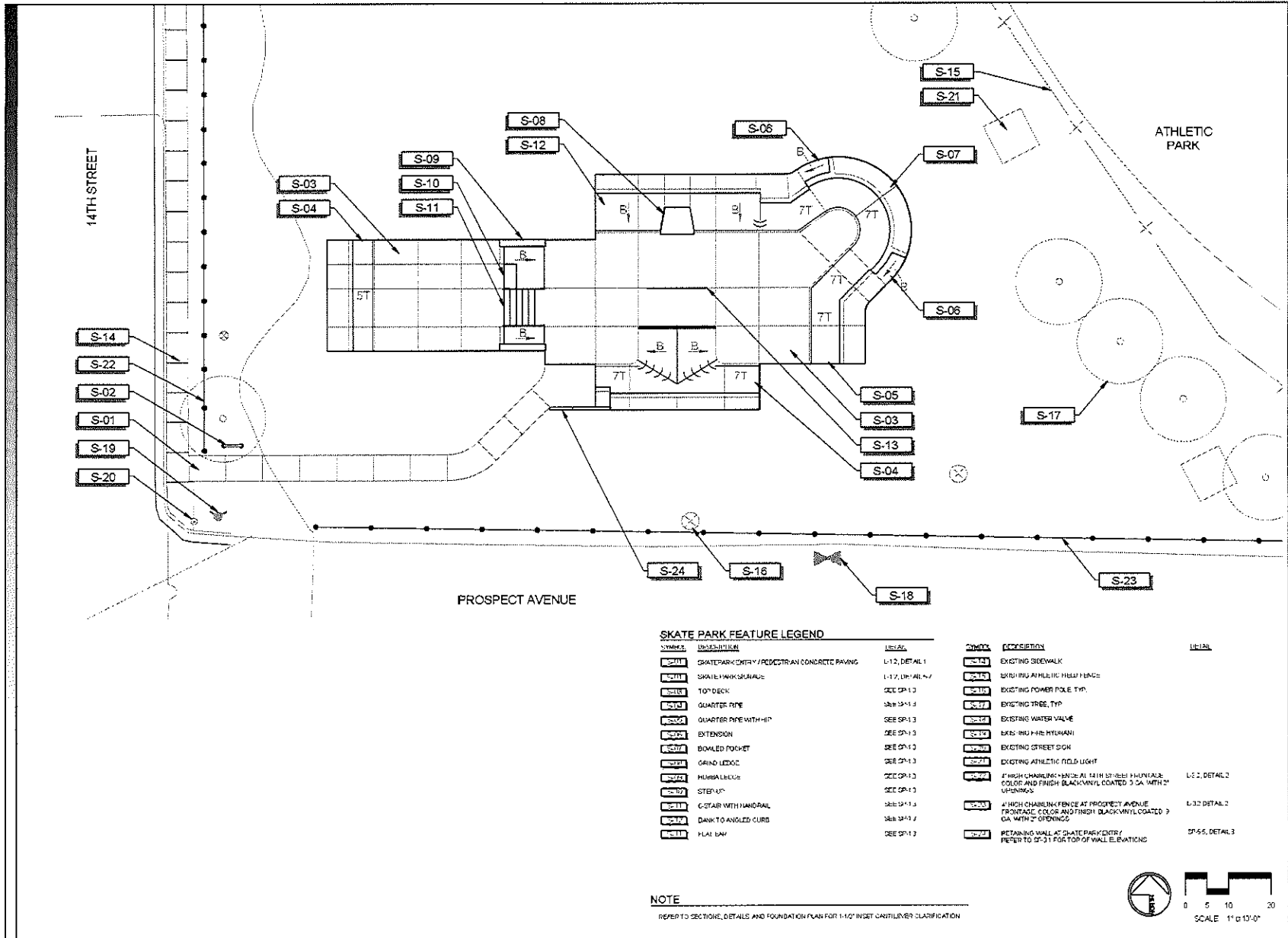
The budget included \$350,000 in sales tax funding for the proposed improvement. Engineering services for the project total \$36,500, the optional security system is estimated at \$3,100 and the engineer's estimate for construction is \$307,000. To date the user group has raised approximately \$15,000 in additional donations and grants to supplement the project budget.

Advisory Committee/Commission Action

N/A.

Supporting Documents Attached

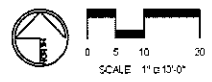
- Project Site Plan



SKATE PARK FEATURE LEGEND

SYMBOL	DESCRIPTION	LEGAL	SYMBOL	DESCRIPTION	LEGAL
[Symbol]	SKATEPARK ENTRY / PEDESTRIAN CONCRETE PAVING	L-12, DETAIL 1	[Symbol]	EXISTING SIDEWALK	
[Symbol]	SKATEPARK GRADE	L-17, DETAIL 2	[Symbol]	EXISTING ATHLETIC FIELD FENCE	
[Symbol]	TOP DECK	SEE SP-1.3	[Symbol]	EXISTING POWER POLE, TYP.	
[Symbol]	QUARTER PIPE	SEE SP-1.3	[Symbol]	EXISTING TREE, TYP.	
[Symbol]	QUARTER PIPE WITH HP	SEE SP-1.3	[Symbol]	EXISTING WATER VALVE	
[Symbol]	EXTENSION	SEE SP-1.3	[Symbol]	EXISTING HURDLE	
[Symbol]	BOULE POCKET	SEE SP-1.3	[Symbol]	EXISTING STREET SIGN	
[Symbol]	GRIND LEDGE	SEE SP-1.3	[Symbol]	EXISTING ATHLETIC FIELD LIGHT	
[Symbol]	HURDLE LEDGE	SEE SP-1.3	[Symbol]	FRISH CHAIRLIFT: 4" WIDE AT 14" IN SP/SEE FINISHES, COLOR AND FINISH: BLACK/VINYL COATED 3/4" DIA. WITH 2" OPENINGS	L-22, DETAIL 2
[Symbol]	STEP-UP	SEE SP-1.3	[Symbol]	4" HIGH CHAIRLIFT FENCE AT PROSPECT AVENUE: FRONTSIDE COLOR AND FINISH: BLACK/VINYL COATED 3/4" DIA. WITH 2" OPENINGS	L-32, DETAIL 2
[Symbol]	C-STAIR WITH HANDRAIL	SEE SP-1.3	[Symbol]	RETAINING WALL AT SKATEPARK ENTRY: REFER TO SP-31 FOR TOP OF WALL ELEVATIONS	SP-65, DETAIL 3
[Symbol]	DANK TO ANGLED CURB	SEE SP-1.3			
[Symbol]	FLAT LAY	SEE SP-1.3			

NOTE
REFER TO SECTIONS, DETAILS AND FOUNDATION PLAN FOR 1/4" INSET CURB/ELEVATION CLARIFICATION



Stantec
 9175 Auen Drive
 San Diego, CA 92133
 TEL: 619.592.3233
 www.stantec.com

REVISIONS

NO.	DATE	DESCRIPTION
1	07-17-2017	ISSUED FOR PERMIT

PROJECT
 CLOQUET SKATE PARK
 CITY OF CLOQUET, MN
 CITY PROJECT # 1069

SHEET TITLE
 SKATE PARK - FEATURE PLAN

ISSUE DATE
07-17-2017

DRAWN BY
Stp/acc

CHECKED BY
Stp/acc

REVISIONS

NO.	DATE	DESCRIPTION

SHEET NUMBER
SP-1.1

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Community Development Department
1307 Cloquet Avenue • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

REQUEST FOR COUNCIL ACTION

To: Mayor and Cloquet City Council
From: Holly Hansen, Community Development Director
Reviewed By: Aaron Reeves, City Administrator *AK*
Date: February 12, 2018

ITEM DESCRIPTION: Second Public Hearing on 2015-2017 Cloquet Small Cities Development Program

Proposed Action

The State of Minnesota requires a second public hearing be held on the Small Cities Grant Program. The Council is asked to listen to staff's summary of the attached report on utilization of funding by category and the programs' results. There is no other formal action required.

Background/Overview

In 2014, the City of Cloquet applied for Small Cities Development Program funding from the State. Cloquet was successfully awarded \$885,500 in Small Cities Development Program Funding for use from 2015-2017 on owner-occupied single-family income qualified homes for rehabilitation, for single family homes used for rental with owners willing to make rents affordable to state standards for a period of time, and commercial properties within downtown (see attached grant target area). The maximum grant amount available for Owner-Occupied and Commercial properties was \$25,000, while Rental Occupied properties could apply for a maximum grant amount of \$20,000. The City used a total of \$524,678.53 (59%) out of the \$885,500 awarded. The program was successful in renovating 11 owner-occupied homes, 2 rental occupied homes, and 7 commercial buildings. Lakes and Pines administered the owner-occupied and rental occupied projects while Carlton County administered the commercial occupied projects. Extensive ongoing marketing was done for three years, however it was challenging locally, and within the region, to find contractors with available workload capacity that were willing to bid prevailing wage on projects, and work within the confines of the grant paperwork. A strategic change this time versus in the past, was that DEED held firm to grant timeframes and didn't provide extensions as they have in the past. That change was made to provide unused funding to other cities applying for future years.

Policy Objectives

Both the 2014 Cloquet Housing Study and Cloquet/Scanlon Housing Task Force recommendations highlight the need for affordable housing development in Cloquet. This project provided grant funding to income qualified home owners and owners of single family housing stock used for rental. Secondly, the

To Mayor and Council
Public Hearing – Cloquet Small Cities
Development Program
February 12, 2017
Page 2

Cloquet EDA strategically works to retain Downtown as a vibrant place of commerce, this grant funding furthered that objective as well.

Financial/Budget/Grant Considerations

The City paid administration funding out of the grant to Lakes and Pines and Carlton County, along with grant funding for each project in the total amount of \$524,678.53 (59%) / \$885,500 awarded. A big thanks to City Finance Director Klassen for close fiscal management of the project and Building Official Matt Munter for thorough building code inspections.

Advisory Board Recommendation

In 2014 the Cloquet EDA provided recommendation to the Council to apply to DEED for Small Cities Development Program funding.

Supporting Documentation

- Cloquet Small Cities Development Program Summary 2015-2017



SUMMARY OF PROJECTS - THE 2015-2017 CLOQUET SMALL CITIES DEVELOPMENT PROGRAM

In the fall of 2014, the City of Cloquet was awarded \$885,500 in Small Cities Development Program Funding for use on owner-occupied single-family income qualified homes for rehabilitation, for single family homes used for rental with owners willing to make rents affordable to state standards for a period of time, and commercial properties within downtown, see attached grant target area. The maximum grant amount available for Owner-Occupied and Commercial properties was \$25,000, while Rental Occupied properties could apply for a maximum grant amount of \$20,000. The City used a total of \$524,678.53 (59%) out of the \$885,500 awarded. The program was successful in renovating 11 owner-occupied homes, 2 rental occupied homes, and 7 commercial buildings. Lakes and Pines administered the owner-occupied and rental occupied projects while Carlton County administered the commercial occupied projects. Extensive ongoing marketing was done for three years, however it was challenging locally, and within the region, to find contractors with available workload capacity that were willing to bid prevailing wage on projects, and work within the confines of the grant paperwork. A strategic change this time versus in the past, was that DEED held firm to grant timeframes and didn't provide extensions as they have in the past. That change was made to provide unused funding to other cities applying for future years.

Many thanks to DEED for awarding the funding, to Lakes and Pines staff Nicole Klosner, Alan Cekalla, and Cilla Moseley for administering residential projects, to Brenda Nyberg and Greg Hallback for administering commercial projects, to Cloquet Finance Director Nancy Klassen for managing the grant finances, to Cloquet Building Official Matt Munter for ensure state building code requirements were met on projects, to the Cloquet EDA and Cornerstone Bank for expending leverage dollars to secure the grant award ties to the Ed's Bakery building, to Holly Hansen for writing the grant application, and to the Cloquet City Council for its support.

OWNER OCCUPIED

- 1) **103 18th Street:** \$17,482 Grant, \$7,493 Owner Loan Match (\$24,975 Total). This project involved roofing, windows, doors, electrical, plumbing, gutters, landscaping, flooring, drywall, countertop, and ceiling repair/fan removal.
- 2) **110 7th Street:** \$15,844.32 Grant, \$6,273.68 Owner Loan Match (\$22,118 Total). This project involved roofing, soffit/fascia, gutters, doors, plumbing, electric, windows, and drywall.
- 3) **202 Carlton Avenue:** \$17,248 Grant, \$7,392 Owner Loan Match (\$24,640 Total). This project involved siding, roofing, HVAC, electric, windows, drywall, and soffit/fascia.
- 4) **318 4th Street:** \$16,389 Grant, \$7,024 Owner Loan Match (\$23,413 Total). This project involved roofing, windows, door, electrical, plumbing, stairs, soffit/fascia, and lead.
- 5) **325 10th Street:** \$17,286 Grant, \$7,409 Owner Loan Match (\$24,695 Total). This project involved roofing, windows, handicapped platform, doors, gutters, electrical, grab bars, handrail, risers, exterior, driveway, painting, lead work, floors, doors, windows, and front entry.
- 6) **336 10th Street:** \$14,000 Grant, \$6,000 Owner Loan Match, \$1,356 leverage (\$21,356 Total). This project involved soffit/fascia, handrail, electric, doors, and windows.



Community Development Department
 1307 Cloquet Avenue • Cloquet MN 55720
 Phone: 218-879-2507 • Fax: 218-879-6555

OWNER OCCUPIED				
PROPERTY	Grant (70% SCDP funding)	3% Match Loan (30% SCDP funding)	Owner Match (Cash) / Cloquet EDA-Partner Match (Cash)	PROJECT TOTAL
103 18 th Street	\$17,482	\$7,493		\$24,975
110 7 th Street	\$15,844.32	\$6,273.68		\$22,118
202 Carlton Avenue	\$17,248	\$7,392		\$24,640
318 4 th Street	\$16,389	\$7,024		\$23,413
325 10 th Street	\$17,286	\$7,409		\$24,695
336 10 th Street	\$14,000	\$6,000	\$1,356	\$21,356
344 10 th Street	\$17,500	\$7,500	\$4,640	\$29,640
414 10 th Street	\$17,409	\$7,461		\$24,870
426 10 th Street	\$7,644	\$3,576		\$11,220
427 12 th Street	\$16,373	\$7,017		\$23,390
1605 Selmsner Avenue	\$15,611	\$6,690		\$22,301
TOTAL	\$172,786.32	\$79,835.68	\$5,996.00	\$252,618.00
RENTAL OCCUPIED				
PROPERTY	Grant (70% SCDP funding)	3% Match Loan (30% SCDP funding)	Owner Match (Cash) / Cloquet EDA-Partner Match (Cash)	PROJECT TOTAL
309 14 th Street	\$17,523.16		\$7,510	\$25,034
425 9 th Street	\$13,541.50		\$5,803.50	\$19,345
TOTAL	\$31,064.66		\$13,313.50	\$44,379.00
COMMERCIAL				
PROPERTY	Grant (70% SCDP funding)	3% Match Loan (30% SCDP funding)	Owner Match (Cash/Loan) / Cloquet EDA-Partner Match (Cash)	PROJECT TOTAL
602 Cloquet Avenue	\$22,680		\$9,720	\$32,400
7-8 th Street	\$25,000		\$23,408	\$48,408
1007 Cloquet Avenue	\$25,000		\$43,139.47	\$68,139.47
1110 Cloquet Avenue	\$19,183		\$8,222.05	\$27,405.05
1013 Cloquet Avenue	\$24,105		\$10,331	\$34,436
<i>1013 Cloquet Avenue (EDA/Cornerstone Leverage Project)</i>			\$27,670	\$27,670
1402 Cloquet Avenue	\$17,745		\$7,605	\$25,350
1618 Cloquet Avenue	\$23,842		\$11,002.22	\$34,844.22
TOTAL	\$157,555		\$141,097.74	\$298,652.74
GRANT TOTALS				
	SCDP GRANT FUNDS	SCDP FUNDS FOR OWNER MATCH LOANS	LEVERAGE / MATCH	TOTAL INVESTMENT
	\$361,405.98	\$73,835.68	\$162,057.24	\$597,298.90
ADMINISTRATION	\$68,436.87			\$68,436.87
LEAD TESTING	\$21,000			\$21,000
TOTALS	\$450,842.85	\$73,835.68	\$162,057.24	\$686,735.77
TOTAL GRANT	\$524,678.53 SCDP FUNDING			



Community Development Department

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- 7) **344 10th Street:** \$17,500 Grant, \$7,500 Owner Loan, Owner Leverage \$4,640, (\$29,640 Total). This project involved roofing, electric, lead exterior/windows, doors, baseboard, and cabinets.
- 8) **414 10th Street:** \$17,409 Grant, \$7,461 Owner Loan Match (\$24,870 Total). This project involved siding, soffit/fascia, flooring, chimney, handicapped shower, electric, windows.
- 9) **426 10th Street:** \$7,644 Grant, \$3,576 Owner Loan Match (\$11,220 Total). This project involved gutters, windows, doors, landscaping, drywall, risers, countertop, kitchen sink, electrical, oil tank.
- 10) **427 12TH Street:** \$16,373 Grant, \$7,017 Owner Loan Match (\$23,390 Total). This project involved roofing, windows, doors, gutters, rear entry, electrical, plumbing, lead, landscaping, and soffit/fascia.
- 11) **1605 Selmsier Avenue:** \$15,611 Grant, \$6,690 Owner Loan Match (\$22,301 Total). This project involved furnace, windows, doors, entry platform, firewall, basement waterproofing, plumbing, and bathroom fan.

RENTAL OCCUPIED (SINGLE FAMILY) REHABILITATION PROJECTS

- 12) **309 14th Street:** \$17,523.16 Grant, \$7,510 Owner Cash Match (\$25,034 Total). This project involved furnace, insulation, tuck pointing, stucco, roof, gutters, soffit/fascia, doors, and windows.
- 13) **425 9th Street:** \$13,541.50 Grant, \$5,803.50 Owner Cash Match (\$19,345 Total). This project involved roofing, windows, handrail, risers, flooring, electrical, lead, bathroom fan, trim/siding/gable, and bathroom tiles.

COMMERCIAL PROJECTS

- 14) **602 Cloquet Avenue (Lamberts Auto Glass):** \$22,680 Grant, \$9,720 Owner Cash Match (\$32,400 Total). This project targeted the exterior building façade and included concrete masonry, stucco/trim, signage, carpentry, insulation, lighting, and demolition work.
- 15) **7-8th Street (NE BBQ):** \$25,000 Grant, \$23,408 Owner Loan Match (\$48,398 Total). This project involved removing the existing roofing and replacing that roof with an adhered EPDM roofing system.
- 16) **1007 Cloquet Avenue (TJ's Gun & Pawn):** \$25,000 Grant, \$43,139.47 Owner Cash Match (\$68,139.47 Total). This project upgraded the front façade, windows, doors, and replaced the roof.
- 17) **1110 Cloquet Avenue (Pack N Mail Station):** \$19,183 Grant, \$8,222.05 Owner Cash Match (\$27,405.05 Total). This project involved roofing, mechanical and electrical upgrades. While there was no exterior façade work done with this project, core building maintenance was tackled including roofing insulation, the installation of a tankless water heater, and electrical upgrades.
- 18) **1013 Cloquet Avenue (former Ed's Bakery, now Farmers Insurance) Front Façade Project:** \$24,105 Grant, \$10,331 Owner Cash Match (\$34,436 Total Farmers Insurance Project)



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Side Façade Project: \$25,000 Grant (Cloquet EDA leverage to DEED for \$885,500), \$2,670 Cornerstone Bank Match (\$27,670 Total EDA/Bank Project). Overall total SCDP project total \$62,106. This project involved the removal of existing siding to install dryvit stucco, steel siding, manufactured stone and slate, and added roof flashing. The project also removed asbestos and improved plumbing and electrical. Signage, door, and lower east trim will be done in the spring of 2018.

19) **1402 Cloquet Avenue (Shooting Stars Dance Studio):** \$17,745 Grant, \$9,255 Owner Cash Match (\$25,250 Total). This project involved front and side façade upgrades adding masonry, carpentry, windows, moisture/thermal protection, and signage.

20) **1618 Cloquet Avenue (Split Rock Private Trading):** \$23,842 Grant, \$11,002.22 Owner Loan Match (\$34,845 Total). This project implemented exterior stonework, funded carpentry to address a portion of rotten exterior wall, replaced 7 windows and a door, and implemented signage.

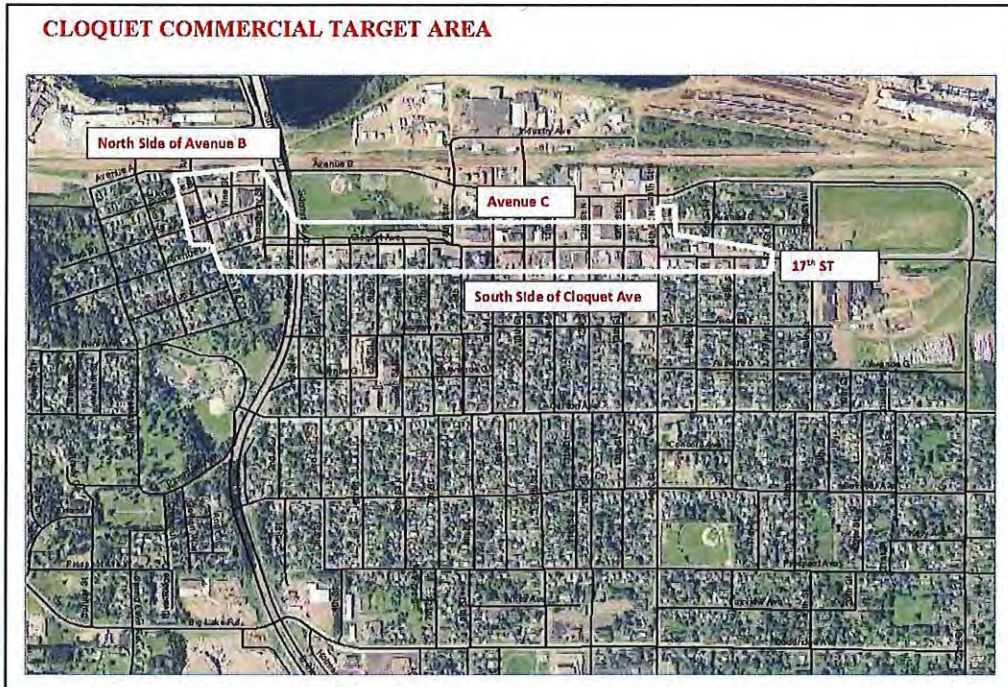


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CLOQUET RESIDENTIAL TARGET AREA



CLOQUET COMMERCIAL TARGET AREA





COMMERCIAL SMALL CITIES GRANT PROJECTS 2015-2017

Before/After Photos of 602 CLOQUET AVENUE (Lamberts Auto Glass)

- Cloquet Commercial Storefront Grant (\$22,680), Owner Match (\$9,720) Total investment: \$32,400.
 - This project included concrete masonry, stucco/trim, signage, carpentry, insulation, lighting, and demolition work.



Before/After Photos of 7 – 8th STREET (NE BBQ)

- Roof: Cloquet Commercial Storefront Grant (\$25,000) & Owner Match (\$23,398) Total investment: \$48,398.
 - This project involved removing the existing roofing and replacing that roof with an adhered EPDM roofing system.





Before/After Photos of 1007 CLOQUET AVENUE (TJ's Gun & Pawn)

- Front Façade, Windows & Roofing, Cloquet Commercial Storefront Grant (\$25,000) & Owner Match (\$43,139.47) Total investment: \$68,139.47.
 - This project involved roof repair/asbestos abatement, brick, window and door replacements.



Before/After Photos of 1013 CLOQUET AVENUE (former Ed's Bakery, now Farmers Insurance).

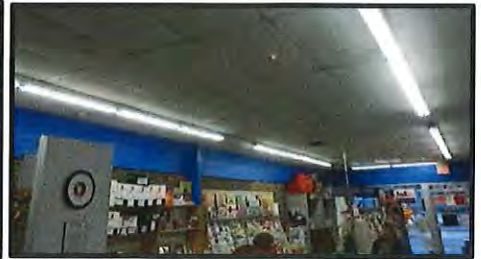
- Front Façade, Cloquet Commercial Storefront Grant (\$24,105) & Owner Match (\$10,331) Total investment \$34,436.
- Side Façade, Cloquet EDA leverage project to secure total state grant funding (\$25,000) & Cornerstone Bank Collaboration as bank owned property (\$2,670) Total investment \$27,670.
- Total project investment: \$62,106.
 - This project involved the removal of existing siding to install dryvit stucco, steel siding, manufactured stone and slate, and added roof flashing. The project also removed asbestos and improved plumbing and electrical. Signage, door, and lower east trim will be done in the spring of 2018.





Upgrade Photos of 1110 CLOQUET AVENUE (Pack N Mail Project)

- Roofing, Mechanical & Electrical Upgrades, Cloquet Commercial Grant (\$19,183) & Owner Match (\$8,222.05)
Total investment: \$27,405.05.
 - While there was no exterior façade work done with this project, core building maintenance is important to tackle, that is what owners targeted with this project. Upgrades done included roofing insulation, the installation of a tankless water heater, and electrical upgrades.



Before After Photos of 1402 CLOQUET AVENUE (Shooting Stars Dance Studio)

- Exterior Façade Upgrades, Cloquet Commercial Grant (\$17,745) & Owner Match (\$7,605) Total investment: \$25,250.
 - This project involved masonry, carpentry, windows, moisture/thermal protection, and signage.



Before-After Photos of 1618 CLOQUET AVENUE (Split Rock Private Trading)

- Exterior Façade Upgrades, Cloquet Commercial Grant (\$23,842) & Owner Match (\$11,003) Total investment: \$34,845.
 - This project implemented exterior stonework, funded carpentry to address a portion of rotten exterior wall, replaced 7 windows and a door, and implemented signage.





DEPARTMENT OF PUBLIC WORKS

1307 Cloquet Avenue; Cloquet, MN 55720
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REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: John Anderson, Assistant City Engineer
Reviewed by: Aaron Reeves, City Administrator *AR*
Date: February 20, 2018

ITEM DESCRIPTION: Set Public Hearing Date on Proposed 2018 Improvement of Streets in the Arch Street Area.

Proposed Action

Staff recommends the City Council move to adopt **RESOLUTION 18-09, RESOLUTION ACCEPTING THE FEASIBILITY STUDY AND SETTING A PUBLIC HEARING DATE ON THE PROPOSED 2018 IMPROVEMENT OF ARCH STREET FROM AVENUE C TO PARK AVENUE AND PARK AVENUE FROM ARCH STREET TO MARKET STREET AND AVENUE D FROM BROADWAY STREET TO MARKET STREET AND AVENUE E FROM ARCH STREET TO MARKET STREET** with a proposed hearing date of March 20, 2018.

Background/Overview

As part of the City's 5-Year Capital Improvement Program (CIP) and approved budget, plans are proposed to reconstruct the following streets:

- Arch Street from Avenue C to Park Avenue
- Park Avenue from Arch Street to Market Street
- Avenue D from Broadway Street to Market Street
- Avenue E from Arch Street to Market Street

In general, the existing infrastructure in this area is considered to be in very poor to failed condition. Some of the issues documented in recent years include sewer back-ups, localized flooding, and a failed pavement surface. While a quick drive down the street leaves little doubt about the need for improvements, a full evaluation of the existing conditions and proposed actions are documented in the attached feasibility study. Special attention should be paid to Section V Sidewalk and Street Construction as current state aid design standards along with the existing topography result in a number of challenges that must be addressed. As Council is aware, it is these surface (roadway, sidewalk etc.) improvements which often generate the most public input.

Preliminary plans for the project have been prepared and in accordance with MN Statutes Chapter 429, the City Council is required to schedule and give notice of a Public Hearing on the proposed improvement. During this meeting, the Council will take formal public input to assist them in their decision as to how the City should proceed.

Policy Objectives

To advance proposed capital improvement projects but prior to approval affected property owners shall be provided an opportunity to make comments in reference to the proposed improvement in accordance with State Statutes. While not required by state statute, a neighborhood meeting was held on January 18th 2018. A number of the residents that attended that meeting voiced a desire to include repaving the alley between Avenue D and Avenue E from Arch Street to Market Street along with this project. The cost to pave this alley is estimated to be \$20,000 and could easily be completed with this work. Adding this to a larger contract taking place in the area would be the most cost-effective way to complete this needed work. The alley pavement would not be assessed and does not alter the course of the assessment procedure.

Financial Impacts

The approved 2018 budget includes an estimated cost for this project of \$1,895,000. The breakdown of funding sources for the project are as follows:

- Municipal State Aid----- \$ 500,000
- Sanitary Sewer Fund----- \$ 255,000
- Water Fund ----- \$ 290,000
- Stormsewer Fund ----- \$ 50,000
- Permanent Improvement----- \$ 800,000

The preliminary engineer’s estimate for the project is \$1,976,927. This number is intended to be conservative as the design continues to progress. A breakdown of project cost by fund is as follows:

- Municipal State Aid----- \$ 753,234
- Sanitary Sewer Fund----- \$ 171,967
- Water Fund ----- \$ 400,755
- Stormsewer Fund ----- \$ 17,194
- Permanent Improvement----- -\$ 379,868

To Mayor and Council
Arch Street Area Improvement Public Hearing
February 20, 2018
Page 3

A preliminary assessment role has been prepared in accordance with Chapter 12 of City Code. A copy can be found in appendix D of the Feasibility Study. Total assessment estimates are equal to \$253,908 or approximately 20% of the total local project cost.

Advisory Committee/Commission Action

N/A

Supplemental Documents Attached

- Resolution No. 18-09
- Feasibility Study
- Capital Improvement Plan detail sheet

**CITY OF CLOQUET
COUNTY OF CARLTON
STATE OF MINNESOTA**

RESOLUTION NO. 18-09

RESOLUTION ACCEPTING THE FEASIBILITY STUDY AND SETTING A PUBLIC HEARING DATE ON THE PROPOSED 2018 IMPROVEMENT OF ARCH STREET FROM AVENUE C TO PARK AVENUE AND PARK AVENUE FROM ARCH STREET TO MARKET STREET AND AVENUE D FROM BROADWAYS STREET TO MARKET STREET AND AVENUE E FROM ARCH STREET TO MARKET STREET

WHEREAS, In accordance with the City of Cloquet's Capital Improvement Program and approved budget, preliminary plans and a feasibility study have been prepared for the improvement of Arch Street Area streets; and

WHEREAS, The feasibility study provides information regarding whether the proposed improvements are necessary, cost-effective and feasible; and

WHEREAS, It is anticipated that benefitted properties will be assessed for a portion of the project costs, pursuant to Minnesota Statutes, Chapter 429 and Chapter 12 of City Code.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA:

1. That the Council will consider the reconstruction of the Arch Street Area Streets in accordance with said feasibility study and the possible assessment of abutting property for a portion of the cost of the improvements pursuant to Minnesota Statute, Chapter 429 at an estimated total cost of \$1,976,927.
2. A public hearing shall be held on March 20, 2018, in the City Council Chambers at 7:00 p.m.
3. The City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 20th DAY OF FEBRUARY 2018.

Dave Hallback, Mayor

ATTEST:

Aaron Reeves, City Administrator

Capital Plan
City of Cloquet, Minnesota

2018 thru 2022

Department Street & Utilities
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Street Construction
 Priority 3 Important

Project # **STUP-006**
 Project Name **West End Arch Street/Park Avenue Reconstruction**

Description

Total Project Cost: \$1,895,000

This project involves the reconstruction of portions of Arch Street, Park Avenue and Avenue D in the older West End of Cloquet. It would include the complete reconstruction of all existing utilities, curbs, sidewalk, retaining walls as well as new street section.

This would repair about 2,800 feet of roadway including Avenue D from Broadway to Market Street (880 ft.), Avenue E from Arch Street to Market Street (435 ft.), Arch street from Avenue C to Park Avenue (840 ft.) and Park Avenue from Arch Street to Market Street (621 ft.).

Justification

The existing sanitary sewer and water utilities, as well as most of the roadways in this older part of Cloquet date back to the early 1900's and are in need of total replacement and upgrading. There are currently a number of homes in this area that share common utility service lines that are inadequate in size or run through their neighbor's back yards to connect to utility mains on Avenue E. This route also handles a fair amount of traffic from the western portion of Cloquet to Highway 33 via Park Avenue and Carlton Avenue West. The project would provide improved pedestrian access to Pinehurst Park. This area is challenging due to the grades and will require replacement of many retaining walls.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	1,895,000					1,895,000
Total	1,895,000					1,895,000

Funding Sources	2018	2019	2020	2021	2022	Total
Permanent Improvement	800,000					800,000
Sewer Fund	255,000					255,000
State Aid	500,000					500,000
Storm Water Fund	50,000					50,000
Water Fund	290,000					290,000
Total	1,895,000					1,895,000

Budget Impact/Other



DEPARTMENT OF PUBLIC WORKS

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REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Caleb Peterson, Public Works Director
Reviewed by: Aaron Reeves, City Administrator *AR*
Date: February 6, 2018

ITEM DESCRIPTION: Advance of State Aid Construction Funding

Proposed Action

Staff recommends the City Council move to adopt **RESOLUTION NO. 18-10, RESOLUTION REQUESTING ADVANCE OF MUNICIPAL STATE AID CONSTRUCTION FUNDING.**

Background/Overview/Feasibility

As part of the approved 2018 budget, the City is scheduled to complete two street improvement projects (Arch Street reconstruction and miscellaneous overlays) utilizing gas tax/municipal state aid funds. The estimated cost of these projects exceeds the available fund balance in our construction account, however, the City may request an interest free advance of these funds. Requests are honored on a first come first serve basis when the statewide fund balance is sufficient. The amount of any advance granted is simply deducted from future year allocations.

Policy Objectives

N/A.

Financial/Budget/Grant Considerations

There is no cost to City for the advance. Other alternatives include issuing debt, delaying projects or cash flowing projects using current fund balances resulting in lost investment income.

The City receives approximately \$500,000 per year in gas tax revenues for use on street improvements to our state aid system.

Advisory Committee/Commission Action

N/A

Supporting Documentation Attached

- Resolution 18-10

**CITY OF CLOQUET
COUNTY OF CARLTON
STATE OF MINNESOTA**

RESOLUTION NO. 18-10

**RESOLUTION REQUESTING ADVANCE OF MUNICIPAL
STATE AID CONSTRUCTION FUNDING**

WHEREAS, the City of Cloquet is planning to implement Municipal State Aid Street Project(s) in 2018 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, the City of Cloquet is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of 1/29/18:	\$ 662,658.33
Less estimated disbursements:	
Project #112-010-003	\$ 873.79
Project #112-145-001	\$ 31,783.20
Project #112-151-001	\$ 13,713.48
Bond Principle (if any)	N/A
Project Finals (overruns)	\$ 43,627.10
Other (Arch Street Reconstruct)	\$ 753,234.00
Other (2018 Overlays)	\$ 660,000.00
 Total Estimated Disbursements	 \$1,503,231.57
Advance Amount (amount in excess of acct. balance)	 \$ 840,573.24

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA:

1. That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the City of Cloquet in an amount up to \$840,500.
2. The City of Cloquet hereby authorizes repayments from subsequent accruals to the Municipal State Aid Street Construction Account of the City from future year allocations until fully repaid.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 6th DAY OF FEBRUARY 2018.

Dave Hallback, Mayor

ATTEST:

Aaron Reeves, City Administrator

I HEREBY CERTIFY that the above is a true and correct copy of a resolution presented to and adopted by the City of Cloquet, County of Carlton, State of Minnesota, at a duly authorized Municipal Council Meeting held in the Municipality of Cloquet, Minnesota on the 6th day of February 2018, as disclosed by the records of said Municipality on file and of record in the office.

City Clerk