

# CLOQUET PARKS COMMISSION AGENDA

---

Cloquet City Hall  
Monday, November 6, 2023 4:30 p.m.

---

1. **Call to Order.**
2. **Approval of Minutes.** \_\_\_\_\_
  - a. October 2, 2023, Regular Commission Meeting.  
*(Additions, deletions, or corrections)*
3. **Announcements, Agenda Adjustments, Correspondence, and Other Comments.**
4. **Information and Reports.** \_\_\_\_\_
  - a. Commissioners Update/Other.
    - Public Comments.  
*Please give your name, and address. Visitors may share concerns on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. All comments will be taken under advisement by the Commission. No action will be taken at this time. Public Comments will be limited to 10 minutes per topic or 30 minutes total. The Commission may request an item be placed on a future agenda for further discussion as part of the regular meeting.*
    - Commissioner Comments/Updates.
  - b. Community Ed Report –Erin Bates
    - Beach Report
  - c. City Staff Report – Ross
    - Pine Valley Tour
    - Maintenance Activities
5. **Action Items.**
  - Approval of 2024 Fee Schedule \_\_\_\_\_  
*(Discussion and recommendation requested)*
6. **Future Items.**
  - Next Meeting (**December 4, 2023 4:30 p.m.**) @ Cloquet City Hall
7. **Adjourn.**

Regular Meeting.  
Parks Commission October 2, 2023 4:30 p.m.  
Northwoods Arena

**Present:** C. Martinson, T. Urbanski, Sarah Buhs, J. Badger, M. Collins, T. Krohn  
**Absent:** M. Krick  
**Staff:** R. Biebl, K. Stedman, A. Chalberg  
**Others:** E. Bates, K. Kolodge

### MINUTES

The minutes of the September 11, 2023 regular meeting were presented. Motion to approve by Commissioner Martinson and 2<sup>nd</sup> by Commissioner Krohn, motion carried 4-0.

### COMMISSIONER'S UPDATES:

Commissioner Badger presented ideas for the "Donate a Tree" program including contacting local funeral homes to see if they would be interested in offering this option for memorials. The donation amount for one tree would be approximately \$400.00, if a memorial plaque is requested that will cost extra. Commissioner Krohn thanked staff for the mowing at Pine Valley. He also inquired about adding a culvert to the Pine Valley/White Pine Trail connector trail and getting some gravel for the single-track trail.

### COMMUNITY ED

E. Bates reported that the final numbers for the Beach are still coming in and the report will be ready soon. Community Ed is offering new swimming lessons and pumpkin plunge this Fall. Skating lessons will be offered again this Winter. Councilor Kolodge inquired about any feedback from the public on the changes at the Beach this Summer. E. Bates stated that they had both positive and negative feedback on the change in concessions. They did have some negative feedback about ending the season early.

### CITY STAFF REPORT

R. Biebl reported that the new cooling tower at the ice arena was installed about 3 weeks ago and the ice was finished on 9/27. Maintenance staff continue to mow and will be starting to work on perennial beds this month. Work will start on holiday lights and rinks soon. The part-time parks maintenance position applications are due today, so staff will be reviewing those this week. CAHA purchased a new warming house for the outdoor rink at Pine Valley. Commissioner Buhs inquired about other work that is being done at the arena. R. Biebl stated the miscellaneous work included dasher boards, lighting, painting & general cleaning and repairs. Commissioner Buhs expressed some concerns about the general cleanliness of the arena and the bathrooms.

### ACTION ITEMS

Commissioners discussed the pros and cons of 3 proposals that were received for the playground replacement at Pinehurst Park. Commissioner Urbanski made a motion to recommend the purchase of playground equipment for Pinehurst Park from St. Croix Recreation (proposal option 2) in the amount of 58,000 with the option for minor design changes at the discretion of city staff. Motion was seconded by Commissioner Krohn. Motion carried 6-0.

### NEXT MEETING

The next meeting to be held November 6, 2023 - 4:30 p.m. (City Hall)  
On motion duly carried by a unanimous ye a vote of all members present, the Parks Commission adjourned.

\_\_\_\_\_  
Secretary



## DEPARTMENT OF PUBLIC WORKS

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

### REQUEST FOR ACTION

---

To: Park Commission  
From: Ross Biebl, Assistant Director of Public Works  
Date: November 6, 2023

---

**ITEM DESCRIPTION:** 2024 Fee Schedule.

---

#### **Proposed Action**

Staff recommends the Park Commission **MOVE TO RECOMMEND APPROVAL OF THE PROPOSED 2024 FEE SCHEDULE.**

#### **Background/Overview**

A copy of the 2024 Park Fee Schedule is attached for reference. Historically the Commission looks at Pond and Camping Fees on an annual basis. Outdoor facility rental fees have not been adjusted in over five years, so the city is proposing an increase.

We do not have year-end figures from Community Ed at this point, but as we raised rates last year for the Pond and Camping. We are not proposing a rate increase at this time. Community Ed will give a 2023 review of finances at the December meeting.

#### **Policy Objectives**

Master Plan Policy 6.4: When a program or activity cannot remain viable without ongoing investment from participants, fees shall be as low as possible while providing for the long-term sustainability of the program or activity and the park resources being utilized.

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

Park facility rentals generate approximately \$7,000-10,000 per year in revenue. Swimming and Camping fees total around \$100,000 per year.

#### **Supporting Documentation Attached**

2024 Fee Schedule.