

Lanesboro Park Board Meeting Agenda
Tuesday, February 27, 2024 - 4:30 p.m.
Lanesboro Community Center Council Chamber and via Zoom

*Zoom is provided as a way to offer more accessibility to council and committee meetings.

However, due to potential technical issues, full functionality is not guaranteed*

Join Zoom Meeting <https://us02web.zoom.us/j/87298259196?pwd=blBKWW5Nd3NuZEowQTNIbURac0svZz09> Meeting ID:
872 9825 9196 Passcode: 565465

Call to Order the Regular Park Board Meeting:

A. Approve Agenda (Additions and Changes)

B. Welcome Guests and Comments

C. [Minutes of the October 24, 2023 Meeting](#)

D. Consent Agenda:

- a. Lanesboro Clay Dusters Bingo 1/27/24
- b. Schultz Family Christmas 12/26/23
- c. Caleb Eide Memorial Foundation 3/9/24
- d. Pickleball Instruction Clinic 3/1/24-3/3/24
- e. Bakke 1st Birthday Party 2/24/24
- f. Root River Community Church Potluck 3/26/24

E. Staff Update:

- a. [Bath House Renovation Update](#)
- b. [January 2024 Financials](#)

Old Business:

- A. Tennis Courts
- B. [Donations of Public Art, Memorials, and Monuments Draft Ordinance](#)

New Business:

- A. Park Shelter Rental - 6/29/24
- B. [Park Department Fee Schedule Review](#)
- C. Sylvan Park Cabin - Historical Designation
- D. [Flooring Improvement Quote](#)
- E. [Seasonal Employment](#)
- F. [LACF Grant Approval](#)
- G. Lanesboro Trail System

Next Meeting: Tuesday March 26, 2024 at 4:30 pm.

Adjourn Regular Meeting

Teri Benson, Samantha Hareldson, Brenda Semmen, Alex Gehrig, and Joe Deden

**Lanesboro Park Board
Regular Meeting
Tuesday, October 24, 2023 - 4:30 p.m.
Lanesboro Community Center Meeting Room and Zoom**

Members Present: Rick Darling, Sam Hearldson, Brenda Semmen and Teri Benson

Members Absent: Alex Gehrig

Staff: Darla Taylor and Mitchell Walbridge

Visitors: Stacey Shultz, Jon Buggs, Suzy Riggott, Gwen Lieb, Charlotte Ferrie, Gracie Riggott and Bonita Underbakke.

Call to Order: Board Member Benson called the meeting of the Park Board to order at 4:30 p.m.

Welcome Guests and Comments: Stacey Schultz and Jon Buggs were present to share information on the SHIP grant for a water fountain. They have identified a possible location in the front of the Community Center Building where the trash compactor was. \$3,000 from the Lanesboro Area Community Foundation has been acquired for installation costs. They also shared that new faucets for the two library bathrooms should be considered.

Adopt Agenda: Board Member Darling motioned to approve the agenda with the additions of 2024 Meeting Time and Library Requests to New Business. Member Semmen seconded the motion. Motion carried with all in favor.

Approve Minutes: A motion was made by Member Darling to approve the meeting minutes from September 26, 2023 as submitted. The motion was seconded by Member Semmen. Motion carried with all in favor.

Consent Agenda:

- a. Sethre Family Reunion 7/27/24
- b. Krueger Dining Room 12/16/23
- c. Keasling Graduation Party 5/25/24

A motion was made to approve the consent agenda items by Member Darling and seconded by Member Hearldson. Motion carried with all in favor.

Staff Update: Park Staff have been busy with leaves.

New Business:

- A. **Winter Meeting Schedule:** A motion was made by Member Hearldson to cancel park board meetings for the months of November, December and January and to resume

meeting in February 2024. The motion was seconded by Member Benson. Motion carried with all in favor.

- B. 2024 Commission Term Renewals:** Members Benson and Semmen are interested in serving another term on the park board. Member Darling shared that he is not interested in another term.
- C. Girl Scout Use of Dining Room for Monthly Meetings:** Leader Suzy Riggott and scouts Gwen Lieb, Charlotte Ferrie and Gracie Riggott were present to request permission to use the dining room on the first Monday of each month for their meetings. It was noted that there are about 20 girls in Kindergarten through eighth grade who participate. A motion was made by Member Hearldson to approve the Girl Scouts use of the space for their monthly meetings. Member Semmen seconded the motion. Motion carried with all in favor.
- D. LACF Grant Submission:** The grant for \$5,000 was approved and will be used for shelters and cabin roof improvements in the park.
- E. Visit Bluff Country Magazine Ad:** A motion was made by Member Darling to run the ad in the Visit Bluff Country Magazine at a cost of \$210.00. Motion was seconded by Member Benson. Motion carried with all in favor.
- F. Public Space Donations Policy:** City Administrator Walbridge noted that a policy is needed to accept donated items to be placed in outdoor public spaces. He asked the board to consider criteria needed for developing the new policy. Suggestions from the park board members included flood plain consideration, uniformity, upkeep, accuracy of factual information, spacing and area requirements, size, as well as city labor and supplies.
- G. Fred Kiel Memorial Bench:** A motion was made to table the requests for the Kiel Memorial Bench and Sobineak Kiosk until the new policy can be developed by Member Darling and seconded by Member Semmen. Motion carried all in favor.
- H. Library Water Fountain:** A motion was made by Member Hearldson to allow the new water fountain on the northwest corner of the community center building where the trash compactor was previously located. Member Semmen seconded the motion. Motion carried with all in favor.
- I. Library Bathroom Sink Faucet:** A motion was made by Member Semmen to allow for upgrades to the bathroom faucets in the two bathrooms near the library. Motion was seconded by Member Benson. Motion carried all in favor.
- J. 2024 Meeting Times:** Member Benson asked if a later time should be considered for the meetings in 2024. Other members felt the 4:30 p.m. time works and should remain the same.

Old Business:

- A. Tennis Court Area:** No update

- B. 2024 Budget-**City Administrator Mitchell Walbridge shared he had met with department head Mark Lawstuen and made a few minor adjustments that will be presented to the city council on November 6 during the council's budget workshop.
- C. Capital Improvement Plan:** City Administrator Walbridge noted that he intends to identify the top priorities and get more aggressive in the approach to get things completed from the list. Board Members felt the top priorities include the bathhouse renovations, tennis court area, and park electrical including the campground.

Miscellaneous:

- A. PLAYY:** A motion was made to allow for the group to use the space on Fridays from 9:30 a.m. to 11 a.m. when needed by Member Darling. Motion was seconded by Member Semmen. Motion carried all in favor.

Adjourn: Motion was made by Member Darling to adjourn at 5:12 p.m. Motion was seconded by Member Semmen. Motion carried all in favor.

Respectfully Submitted,

Darla Taylor
Deputy Clerk

Bath House Renovations

David Haugen, Tony Russell and Mark Lawstuen

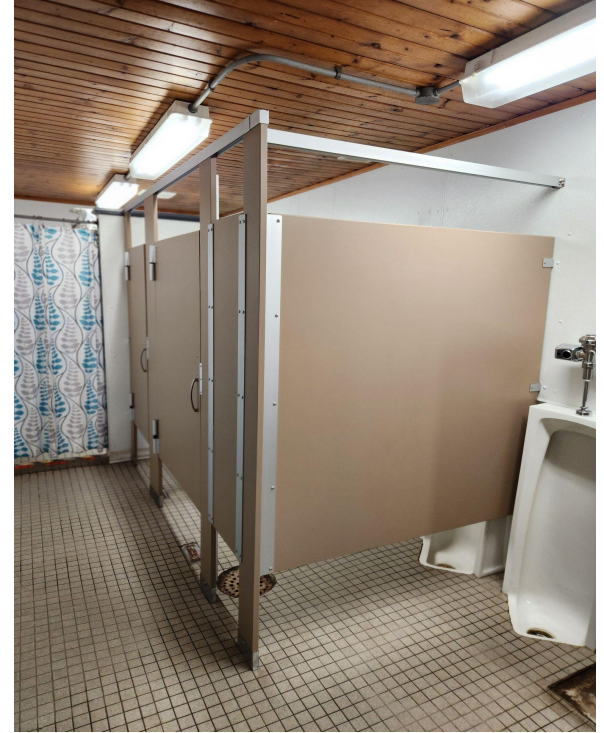
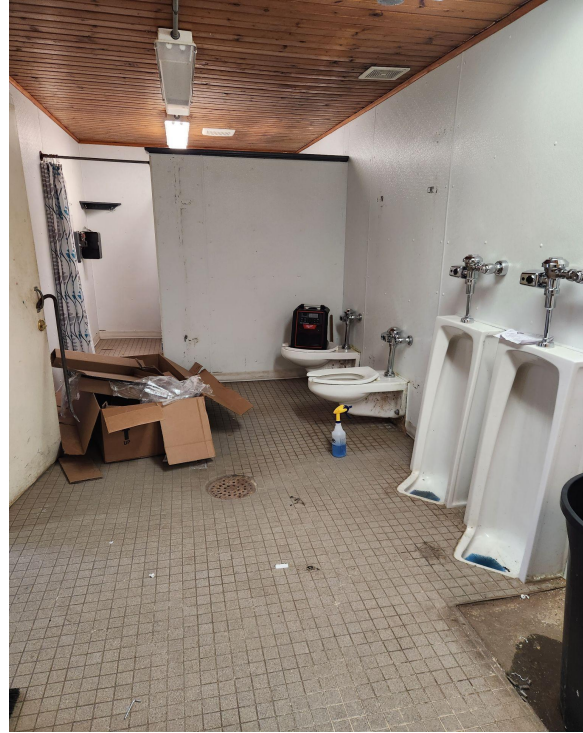
Overview

Bath House Project

Recent progress

- Removed and updated all existing stalls and sinks to accommodate ADA requirements
 - Replaced manual flushers with automated systems
 - Installed LED lights and added sensors and timers
 - Updated electric heaters and exhaust fans
 - New tamper proof shower heads and handles
-

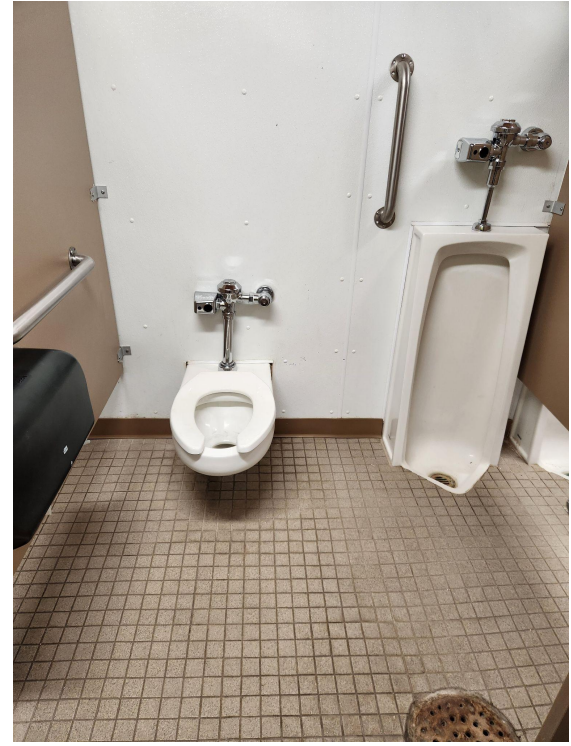
Before and After Men's Stalls



Women's Stalls



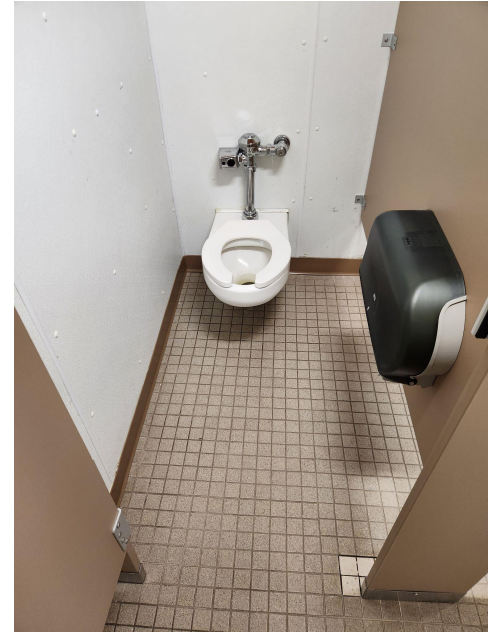
Men's New ADA Stall



Women's ADA Stall



Men's Stall



Sinks and Tile Work



Heaters and Light Sensors



Tamper Proof Shower Heads and Handles



Final Improvments



Additional Improvements



Final Improvements

- Paveman Coatings has given a quote for floors in both showers and depot bathrooms
 - Quote for showers and depot bathrooms \$9,000 - \$9500
 - Adding the depot to the project would save money on flooring supplies and knockout 2 capital improvement projects at once
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CITY OF LANESBORO

Parkdept24

Act Type Name	Account Descr	Current Period	January 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 % of Budget
Expenditure						
Expenditure	E 100-45200-100 Wages and Salaries (GENERAL)	January 2024	\$7,315.60	\$7,315.60	\$68,255.61	14.33%
Expenditure	E 100-45200-103 Part-Time Employees	January 2024	\$0.00	\$0.00	\$7,500.00	0.00%
Expenditure	E 100-45200-121 PERA	January 2024	\$548.66	\$548.66	\$5,119.17	14.33%
Expenditure	E 100-45200-122 FICA	January 2024	\$555.40	\$555.40	\$7,575.56	9.80%
Expenditure	E 100-45200-131 Employer Paid Health	January 2024	\$1,313.82	\$1,313.82	\$15,558.10	12.59%
Expenditure	E 100-45200-134 Employer Paid Life	January 2024	\$0.00	\$0.00	\$655.56	16.66%
Expenditure	E 100-45200-135 Employer Paid Other	January 2024	\$50.00	\$50.00	\$900.00	11.11%
Expenditure	E 100-45200-150 Worker s Comp (GENERAL)	January 2024	\$0.00	\$0.00	\$5,137.00	0.00%
Expenditure	E 100-45200-208 Meetings / Trainings	January 2024	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	E 100-45200-210 Operating Supplies (GENERAL)	January 2024	\$42.31	\$42.31	\$10,000.00	3.70%
Expenditure	E 100-45200-211 Safety Training	January 2024	\$0.00	\$0.00	\$225.00	0.00%
Expenditure	E 100-45200-212 Motor Fuels	January 2024	\$0.00	\$0.00	\$2,503.00	16.06%
Expenditure	E 100-45200-236 Program Expense	January 2024	\$0.00	\$0.00	\$5,500.00	0.00%
Expenditure	E 100-45200-239 Clothing Allowance	January 2024	\$34.54	\$34.54	\$660.00	5.23%
Expenditure	E 100-45200-240 Small Tools and Minor Equip	January 2024	\$0.00	\$0.00	\$250.00	157.71%
Expenditure	E 100-45200-262 Rock	January 2024	\$0.00	\$0.00	\$1,000.00	0.00%
Expenditure	E 100-45200-266 Trees	January 2024	\$0.00	\$0.00	\$3,500.00	0.00%
Expenditure	E 100-45200-300 Professional Srvs (GENERAL)	January 2024	\$290.00	\$290.00	\$4,000.00	26.12%
Expenditure	E 100-45200-321 Telephone	January 2024	\$40.91	\$40.91	\$500.00	16.36%
Expenditure	E 100-45200-350 Print/Binding (GENERAL)	January 2024	\$149.00	\$149.00	\$1,250.00	32.18%
Expenditure	E 100-45200-361 General Liability Ins	January 2024	\$328.81	\$328.81	\$400.00	82.20%
Expenditure	E 100-41440-362 Property Ins	January 2024	\$3,341.00	\$3,341.00	\$3,500.00	95.46%
Expenditure	E 100-45200-362 Property Ins	January 2024	\$17,837.00	\$17,837.00	\$18,668.00	95.55%
Expenditure	E 100-45200-363 Automotive Ins	January 2024	\$312.00	\$312.00	\$310.00	100.65%
Expenditure	E 100-45200-380 Utility Services (GENERAL)	January 2024	\$1,981.99	\$1,981.99	\$35,000.00	13.22%
Expenditure	E 100-41440-401 Repairs/Maint Buildings	January 2024	\$0.00	\$0.00	\$5,000.00	0.00%
Expenditure	E 100-45200-401 Repairs/Maint Buildings	January 2024	\$0.00	\$0.00	\$10,800.00	16.57%
Expenditure	E 100-45200-404 Repairs/Maint Machinery/Equip	January 2024	\$77.00	\$77.00	\$5,800.00	1.33%
Expenditure	E 100-45200-410 Rentals (GENERAL)	January 2024	\$0.00	\$0.00	\$3,000.00	0.00%
Expenditure	E 100-45200-430 Miscellaneous (GENERAL)	January 2024	\$60.18	\$60.18	\$100.00	60.18%
Expenditure	E 100-45200-437 Bank Fees	January 2024	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	E 100-45200-470 Sales Tax Paid	January 2024	\$0.00	\$0.00	\$7,000.00	14.95%
Expenditure	E 100-45200-480 Property Tax for Campgrounds	January 2024	\$0.00	\$0.00	\$675.00	0.00%
Expenditure	E 100-45200-500 Capital Outlay (GENERAL)	January 2024	\$0.00	\$0.00	\$20,000.00	0.00%
Expenditure	E 100-45200-700 Transfers (GENERAL)	January 2024	\$13,667.00	\$13,667.00	\$13,667.00	100.00%
Expenditure			\$47,945.22	\$47,945.22	\$264,009.00	
Revenue						
Revenue	R 100-41430-33100 Federal Grants and Aids	January 2024	\$0.00	\$0.00	\$0.00	0.00%
Revenue	R 100-45200-34701 Camping Fees	January 2024	\$0.00	\$0.00	\$85,000.00	0.09%

Act Type Name	Account Descr	Current Period	January 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 % of Budget
Revenue	R 100-45200-34702 Showers/Wood Revenue	January 2024	\$0.00	\$0.00	\$1,000.00	0.00%
Revenue	R 100-45200-34750 Auditorium Use Fees	January 2024	\$1,300.00	\$1,300.00	\$6,000.00	23.75%
Revenue	R 100-45200-36230 Contributions and Donations	January 2024	\$4,231.52	\$4,231.52	\$0.00	0.00%
Revenue	R 100-45200-39201 Transfer from General Fund	January 2024	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$5,531.52	\$5,531.52	\$92,000.00	
			\$53,476.74	\$53,476.74	\$356,009.00	

Donations of Public Art, Memorials, and Monuments

(A) *Purpose.* To provide guidelines for consistency in accepting donations of art, memorials and monuments and the placement of memorials, including installation of monuments and planting of memorial trees, in any public space within the city.

To ensure the placement of art, monuments, and memorials: 1) commemorate and recognize individuals, institutions or events contributing significantly to the historical creation or betterment of the city, the state or the nation; and 2) are consistent with the overall interests, values, and expectations of the citizens of Lanesboro.

(B) *Scope.* This chapter covers all donations or other placement of art, memorials or monuments, including planting of memorial trees, in any public space within the city. This chapter will supersede any other prior ordinance or code provision affecting or regulating the same subjects. This chapter does not cover city created public road signage or other city created signage or city-owned display boards or banners. any art, monument or memorial placed, prior to the adoption date hereof, are exempted from any retroactive application of the provisions of this chapter.

(C) *Definitions.*

ART: Any form of creative expression, that does not contain a commercial or advertising content and is not a display to public view of letters, devices, structures, fixtures, displays, emblems, placards, or any part of combinations thereof designed to direct, announce or inform the public about businesses and organizations. Commercial logos, depictions of goods or services sold, or any elements of commercial advertising for a business or organization are not allowed in public art. This includes any recognizable figure, product, person or items that directly and recognizably advertise goods or services, including, but not limited to trademarks, mascots, or spokespersons. Includes all mediums, such as sculpture, murals or painting, film, light, or other forms of creative expression

MEMORIAL: A plate, tablet, or slab made of metal, stone or any other appropriate material with text and/or graphics displayed on it and fixed on, applied to, or inserted in a surface, created to recognize and preserve the memory of a person, group, event or place.

MONUMENT: A structure or a three-dimensional physical object (e.g., a sculpture) created to recognize and preserve the memory of a person, group, event or place. A water feature or memorial garden type proposal may be deemed a monument.

(D) *General Naming Principles and Placement.* All proposals for placement of art, memorials, or monuments, including installation of donated seating, street furniture and play/park equipment, and planting of memorial trees in any public space within the city, will be considered on a case-by-case basis, whether generated by the public or from within the city council. Notwithstanding this case-by-case approach, the relevant criteria to be taken into consideration shall include, but not be limited to:

1. There must be a high level of community support for the proposal.
2. The memorial or monument proposal must: a) commemorate a person or a group who made a significant contribution to the city of Lanesboro, the state, or the nation; or b) commemorate an event or occasion that is important in local, state or national history.
3. The art proposal must: (a) demonstrate Lanesboro's values of community and creativity and foster a message of bringing people together; (b) stimulate economic growth and investment; (c) encourage public education and cultural literacy; (d) contribute or celebrate Lanesboro and the region's identity; (e) bridge cultural and social barriers; (f) provide community cohesion; (g) energize publicly viewed spaces in the city; (h) enhance new and existing development; (i) provide local opportunities for talented regional, national and international artists; (j) contribute to Lanesboro and the region as a tourist destination; (k) leave a legacy for the future; and (l) Create a positive impact.

4. Any proposed donation must reflect the character, landscape, natural amenity, flora or fauna, or function of the site or the area.
5. With the exception of historical persons who died more than one hundred (100) years ago, the placement of monuments and memorials after a person shall only be done with the consent of the memorialized person's immediate family.
6. The city council will not approve names that are complex, unduly long, difficult to spell or difficult to pronounce, derogatory or offensive.
7. Art, memorials, and monuments containing statements of religious principles or scriptural verses are prohibited in public parks, public spaces, public buildings or public facilities; provided, however, if such a principle or scripture is unavoidably entwined with an otherwise historically significant event or the persona of a person proposed to be honored, the monument or memorial may contain a minor and incidental reference to such a principle and/or scripture.
8. Any proposed donation and placement of art, memorials, or monuments, including installation of donated seating, street furniture, and park/play equipment, and planting of memorial trees in any public space within the city will be approved by the city council.

(E) *Specific Principles.*

1. The city administrator will have delegated authority to approve or refuse requests for placement of donated art, memorials, or monuments, including seating or benches in parks or public spaces, with subsequent reporting to the city council.
2. Any proposed memorial, monument, donated seating or trees, must:
 - a) Demonstrate some specific justification for being located at the proposed site.
 - b) Be consistent with the city council's approved plans for the proposed site or facility.
 - c) Not compromise the amenity value, aesthetic integrity or character of the proposed site.
 - d) Not interfere with existing and proposed usage patterns, and circulation at the site and must not pose any safety risk to users of the site or facility.
 - e) Contribute to the public space from a functional and/or aesthetic character of the site and should be designed and manufactured using high quality materials and workmanship.
 - f) Be compatible and at a design and quality level commensurate with the location or setting of the site and must be compatible with the surroundings.
3. The city council will not consider for approval monuments or memorials which will impose a significant financial burden on the city to maintain.
4. It will be the city council's responsibility to:
 - a) Approve the design, size, material, text and graphics to be used for memorials and monuments; and
 - b) Approve species of memorial trees to be planted, in a specific case, in parks or other public spaces.

(F) *Safety Requirements.*

1. Any art, memorial, or monument, or part thereof, that is not installed flush with a surface and, any memorial or monument that rises from ground level less than seven feet (7'), shall have rounded edges and shall avoid tripping hazards in the design and installation process.
2. If art, a memorial, or a monument is to be installed on a base, regardless of height, the base shall have rounded edges.
3. All art, memorials, and monuments shall be designed to be noticeably separated from walkways, established lines of non-walkway travel through parks, and established or reasonably likely areas of group running type play or activity.
4. Only seating and play equipment meeting the most current safety design and installation standards will be accepted and approved by the city council.
5. If an art fixture, monument, or memorial consists of, or includes a reproduction model or actual copy of a manmade item; or a sculpture, whether of a human being or otherwise; and such model or

sculpture has sharp or pointed edges or extrusions, including, but without limitation, expressions of hair, fingers, noses, arms, held objects (spears, scepters, guns, books, etc.), airplane wings, helicopter bodies or rotors, etc., such item or sculpture must sit within a protective alcove or on a base that raises the pointed or sharp edge(s) to a height of seven feet (7') or higher. Other permitted options meeting the requirements of this subsection are:

- a) The monument or memorial can be completely enclosed within a hardened glass or plastic viewing container meeting the requirements of subsection A of this section.
 - b) The monument or memorial can be separated from pathways or other possible normal access by inattentive or running pedestrians by water or other natural separations.
6. Art, memorials, and monuments installed inside of a public building or other public facility shall be installed within an alcove or cutout of a wall in order to protect inattentive or running pedestrians from injury as a result of contact with the art fixture, monument, or memorial.

(G) *Cost and Ownership.* Unless otherwise decided by the city council in a specific case, the total cost of design, fabrication, transportation, site preparation, installation, lighting, electrical and all other costs relating to a memorial or monument shall be borne by the donor/applicant. All donated memorials, monuments, park/street furniture, equipment, and trees shall become and remain city property.

(H) *Maintenance, Removal, and Relocation.* The city will endeavor to maintain art, memorials, and monuments, including donated park/street furniture, equipment, and memorial trees for their useful life. The city takes no responsibility for the loss, damage and/or replacement of a donated memorial, park/street furniture, equipment, tree or monument. At the expiry of the useful life of furniture or equipment, unless the applicant makes an arrangement with the city to renew, refurbish or replace the furniture or equipment, the city staff may remove the item and, in case of memorials or monuments, reasonable attempts will be made by city staff to return the memorial or monument to the donor.

The city council reserves the right to remove a memorial, monument, or a memorial tree in the following circumstances:

1. The area is to be redeveloped;
2. The character and use of the area in which the item is sited has changed significantly and the item is no longer deemed suitable for the site;
3. The structure or support on which the item is located is to be removed or altered.
4. The city retains the right to relocate any donated art, memorial, monument, park/street furniture, equipment, or a memorial tree, if and when it becomes necessary to do so.

(I) *Processes and Procedures.* The city administrator or an empowered designee shall administer this chapter. In connection with a proposal for the placement of art, memorials, and monuments, including installation of monuments and planting of memorial trees, in any public space within the city, such proposal shall be made in writing and submitted to the city administrator. Written proposals shall include:

1. A detailed description of the proposed art, memorial, or monument, including an artist's rendering of the final form of any physical item which is part of the proposal.
2. A description of the method of funding for the proposal.
3. A statement showing the proposal's compliance with the applicable rules contained in this chapter.
4. An application fee in the amount provided for such applications in the city's uniform fee schedule, as amended from time to time.
5. A safety survey of the proposal demonstrating that the design and location of the proposal will meet or exceed the safety concerns of this chapter and the professional standards of the surveyor.

The city administrator or an empowered designee shall determine whether or not the application submitted is complete and meets the requirements of this chapter. If the application fails to meet the requirements of

charges established by the ordinance establishing fees and charges may be amended from time to time by amendment of that ordinance.

‘ 30.111 CITY OF LANESBORO FEE SCHEDULE (June 6, 2022)

WHEREAS, all fees payable to the City, by reason of this Code, shall be governed by this Chapter; except that if any Code Chapter or State law provides for or requires the payment of a fee to the City and this Chapter makes no reference thereto, then such other Code Chapter or law shall govern; and

WHEREAS, all fees shall be due and payable in full at the time specified in the applicable Code Chapter or State law, and if no such time is provided, fees shall be due and payable upon demand of the City Administrator or other authorized City Officer.

NOW THEREFORE, the City Council of the City of Lanesboro, Minnesota, ordains fees for Services are listed below and shall be as follows:

<u>Type of Fee</u>	<u>Fee Amount</u>
Fire	
Hourly Rate	\$300.00
Park	
Community Center	
Auditorium, Includes use of Kitchen	\$650.00
Non Profit, Includes use of Kitchen	\$250.00
Community Room	\$125.00
Non Profit	\$50.00
Chamber	\$75.00
Non Profit	\$50.00
Kitchen	\$75.00
Non Profit	\$50.00
Gazebo	\$50.00
Non Profit	\$25.00
Key Deposit	\$150.00
Security Deposit	\$150.00
Parks	
Daily Tent Camping	\$25.00
Weekly Tent Camping	\$125.00
Nightly Camper/RV	\$40.00
Weekly Camper/RV	\$200.00
Planning & Zoning	
Variance	\$100.00
Conditional Use Application	\$100.00
Rezoning Application	\$250.00
Subdivision (5 or less)	\$500.00
Subdivision (Each over 5)	\$100.00

Community Center Use for Fundraising


Scope: The community center is used for many events. A discounted Non-Profit rate for rental use by organizations with a 501 C 3 status is available. However, there may be times when the consideration of donating the space for fundraising purposes may be requested.

Policy Statement: In order to consider donating the space for a fundraiser, all proceeds from the event must be given to the designated parties for which the event was intended. Additionally, no amount of funds shall be kept by the group or organization putting the event on. The event must be open to the public. The group or organization will follow all the Rental Agreement Policies and Procedures.

Special Events requests will be considered on a case-by-case basis. Approval is at the discretion of the Lanesboro Park Board.

Approved the 23rd day of October, 2018 by the Lanesboro Park Board.

Approved the 5th day of November, 2018 by the Lanesboro City Council.



Mayor Autumn Johnson



Michele Peterson, City Administrator/Clerk

Fwd: Lanesboro bath house and depot

1 message

firedave24@gmail.com <firedave24@gmail.com>

Tue, Feb 13, 2024 at 12:41 PM

To: Mark Lawstuen <mlawstuen@lanesboro-mn.gov>, Mitchell Walbridge <mwwalbridge@lanesboro-mn.gov>, Darla Taylor <dtaylor@lanesboro-mn.gov>

Begin forwarded message:

From: firedave24@gmail.com
Date: February 13, 2024 at 12:39:22 CST
To: Justin Cady <justin@pavemandesigns.com>
Subject: Re: Lanesboro bath house and depot

Ok, Thankyou

On Feb 13, 2024, at 11:26, Justin Cady <justin@pavemandesigns.com> wrote:

I just noticed I had my labor doubled on one line item and was able to save some material cost if we are able to do both bathrooms and showers in the same time frame. We are looking at \$9,500-\$9,000

Justin Cady



Office: 507-258-4047
Phone: 507-995-8215
Email: justin@pavemandesigns.com
Web: www.PavemanCoatings.com

*PRIVILEGE & CONFIDENTIALITY NOTICE: This e-mail and any attachments or links contained herein may contain information that is privileged, confidential, or proprietary. If you are not the intended recipient, or received this in error, please delete it and contact the sender. Thank you

On Tue, Feb 13, 2024 at 10:48 AM Justin Cady <justin@pavemandesigns.com> wrote:

Depot Bathrooms:

- Poly flake
- Removal
- light repairs
- Thicker finish for longer life
- Traction additive

Showers

- Removal
- Poly Flake
- light repair
- Includes traction additive

Est:

-2-3 day install
\$10,500-\$9,500

Justin Cady



Office: 507-258-4047
Phone: 507-995-8215
Email: justin@pavemandesigns.com
Web: www.PavemanCoatings.com

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On Tue, Feb 6, 2024 at 5:31 PM Justin Cady <justin@pavemandesigns.com> wrote:

Thank you I'll have some rough numbers to you by Friday

Justin Cady
Paveman Coatings
O: 507-258-4047
C: 507-995-8215

www.PavemanCoatings.com

On Mon, Feb 5, 2024, 2:49 PM <firedave24@gmail.com> wrote:

Seasonal Park/Campground Maintenance Position

The City of Lanesboro is accepting applications for a part-time Seasonal Park Maintenance position for the 2024 season. This position will include 20 hours per week and will run from approximately June to September. Must be able to work weekends. Applicants must have a valid driver's license. Applications may be picked up at City Hall at 202 Parkway Avenue South or e-mail mwalbridge@lanesboro-mn.gov to receive an electronic copy. Applications are due by 3:00, Wednesday April 3, 2024.



CITY OF LANESBORO

202 Parkway Ave. S • P.O. Box 333 • Lanesboro, MN 55949 • (507) 467-3722 Fax (507) 467-2557 • lanesboro@acegroup.cc

www.lanesboro-mn.gov

February 15, 2024

Dear Lanesboro Area Community Foundation,

The City of Lanesboro would like to see the tradition of the Christmas Tree on the bluff continue for years to come. The costs associated with preserving, repairing, and maintaining the tree is costly, so we are asking for your help to make this happen. Additionally, we are seeking funds to bring more lights and decorations to the Sylvan Park area during the holiday season in an attempt to create a drive-through experience for all to enjoy.

Thank you for your time and consideration.

Mitchell Walbridge
City Administrator/Clerk



Grant Guidelines and Application

The Lanesboro Area Community Foundation (LACF) provides grants to support programs and projects that further our mission to be a good neighbor by investing in the vitality of the people and community of Lanesboro.

Requirements

Proposals must be submitted by a 501(c)(3) non-profit organization, or a unit of government, such as a municipality, township or school district. Include a copy of the IRS Determination Letter if the applicant is a 501(c)(3) organization. Applicants that are not tax-exempt non-profit organizations must apply through a suitable fiscal agent willing to accept responsibility for the project, such as a municipality, a school district or a non-profit organization.

Criteria

Grants are awarded annually, as funding permits. *Deadlines for grant submission are March 1. Decisions will be made by the Board in April.* Grants are expected to range from \$250 to \$5,000 for one-year of funding.

The LACF Board of Directors will use the following criteria when reviewing and evaluating applications:

- **Focus Area:** The population benefiting from the project is in the greater Lanesboro area and a local applicant submits the proposal. Particular interest areas of LACF are youth, seniors, and emergency assistance for people in crisis, and other programs/services that are for the community good.
- **Need or Impact:** There is a demonstrated need in the community for the project or service.
- **Approach:** Projects incorporate an innovative approach, avoid duplication of effort and promote collaboration when appropriate.
- **Evaluation:** Proposals have clearly stated goals and measurable outcomes.

LACF does not make grants for:

- Religious purposes and activities
- Lobbying and political activities
- For-profit businesses
- Debt retirement
- Multi-year commitments
- Administrative budgets for existing organizations
- Programs or services mandated by law
- National fundraising campaigns
- Ticket sales, raffles or fundraising dinners
- Endowment drives

Lanesboro Area Community Foundation

Grant Application

PROPOSAL INFORMATION

Project Title:

Project Start Date:

Project End Date:

Please give a 2-3-sentence summary of your proposal:

Population served by the project:

Amount Requested:

Total Project Cost:

PROPOSAL NARRATIVE

Please answer questions 1-6 in no more than two pages:

1. Organizational History: Briefly describe your organization.

2. Program Goals: What does the project hope to accomplish?

Lanesboro Area Community Foundation

Grant Application

3. Program Objectives: These are clear, specific and measurable outcomes of the project. State the who, what, where and when.

4. Methods: How are you going to accomplish the goals and objectives? What combination of activities and strategies have you selected to bring about the desired results? Why did you select this approach, given all of the possible approaches?

5. Evaluation: How will you measure your results?

If you have any questions, please contact The Grants Committee, Lanesboro Area Community Foundation, P.O. Box 370, Lanesboro, MN 55949 or contact Tom Smith at 507.467.2505 or email tjsmith15@hotmail.com.

Lanesboro Area Community Foundation

Grant Application

BUDGET

- A. How much will your total project cost?
- B. How much are you requesting from the LACF?
- C. How much have you or will you receive from other contributors?
(B + C must equal A)
- D. How will the money from this grant and other contributions be spent? (The total of D must equal A)

- E. List any "in-kind" contributions (in-kind contributions are gifts of goods or services instead of cash):

On an additional page, please provide a budget justification, detailing the items listed on this budget page (i.e. consultant hired for 200 hours at \$25/hour). The more specific you are the better. Describe your plan and progress for securing additional funds, if necessary.

AUTHORIZATION

I certify that the information contained in this grant application is true and correct to the best of my knowledge.
I have the authority to apply for the funds requested.

Name and title of top paid staff or board chair:

Signature of top paid staff or board chair: _____

Date: _____

Please submit application to: Lanesboro Area Community Foundation
P.O. Box 370
Lanesboro, MN 55949
and email: tjsmith15@hotmail.com

Rev: 10-18-18