

**Lanesboro Park Board Meeting Agenda**  
**Tuesday, March 26, 2024 - 5:00 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=bIBKWW5Nd3NuZEowQTNIbURac0svZz09>

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 February 27, 2024](#)**
- D. Consent Agenda:**
  - a. Mullen 90th Birthday Party - 5/11/24
  
- E. Staff Update:**
  - a. Staff Projects
  - b. [February 2024 Financials](#)

**Continued Business:**

- A. Tennis Courts
- B. [Donations of Public Art, Memorials, and Monuments Draft Ordinance](#)
- C. Lanesboro Trail System
- D. Sylvan Park Cabin
- E. [Park Fee Schedule](#)
- F. Seasonal Employment

**New Business:**

- A. [Catherine Glynn Gateway Park Use - 7/6/24-7/7/24](#)
- B. [Art in the Park - 6/15/2024](#)
- C. [Rhythms on the Root - 7/13/2024](#)
- D. [2024 Portable Restroom Quotes](#)

**Next Meeting: Tuesday April 23, 2024 at 5:00 pm.**

**Adjourn Regular Meeting**

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



## 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](http://www.lanesboro-mn.gov)

### City Of Lanesboro

### Oath of Office

“I, Brenda Semmen, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of Park Board Member of the City of Lanesboro, Minnesota, to the best of my judgment and ability.”

Sworn on the 26th day of March, 2024

Signed: \_\_\_\_\_

Brenda Semmen, Park Board Member

Attest: \_\_\_\_\_

Mitchell Walbridge, City Administrator/Clerk

**Lanesboro Park Board  
Regular Meeting  
Tuesday, February 27, 2024 - 4:30 p.m.  
Lanesboro Community Center Meeting Room and Zoom**

**Members Present:** Sam Hearldson, Joe Deden and Teri Benson

**Members Absent:** Alex Gehrig and Brenda Semmen

**Staff:** Darla Taylor, Mark Lawstuen and Mitchell Walbridge

**Visitors:** Vicki McKinney, Kate O'Neary, Tamara DeGarmo, and Kathryn Wade.

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

**Welcome Guests and Comments:** No Comments

**Adopt Agenda:** Board Member Deden motioned to approve the agenda with the addition of DeGarmo Gateway Park Use Request to New Business. Member Hearldson seconded the motion. Motion carried with all in favor.

**Approve Minutes:** A motion was made by Member Hearldson to approve the meeting minutes from October 24, 2023 as submitted. The motion was seconded by Member Deden. Motion carried with all in favor.

**Consent Agenda:**

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

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

**Staff Update:** Mark Lawstuen reported that staff have been busy remodeling and updating the bathhouse this winter. Updates include new ADA stalls, handrails, automatic flushers, sinks, heaters, light sensors, shower heads and faucets. It was also noted that the dining room has been updated with new carpet and paint.

**Old Business:**

- A. Tennis Courts:** The area continues to be of concern and priority. It was suggested to get the school and community support for the project. A survey of the top 5 ideas for the area will be drafted for the March meeting.
- B. Donations of Public Art, Memorials and Monuments Draft Ordinance:** City Administrator Walbridge shared a draft ordinance and asked park board members to review it for the next meeting and to bring back any suggested changes. Member Deden noted concern for D3(b) questioning the need to stimulate economic growth and investment.

**New Business:**

- A. Park Shelter Rental 6/29/24:** The Makie Family requested the use of the picnic shelter to the north of the community center. A motion was made to approve the requested use of the north picnic shelter on 6/29/24 by Member Hearldson and seconded by Member Deden. Motion carried all in favor.
- B. Park Department Fee Schedule Review:** City Administrator Walbridge asked members to consider some additions to the park fee schedule. A motion was made to charge \$75 for the north picnic shelter by Member Hearldson and seconded by Member Deden. Motion carried all in favor. A motion was made to charge \$40 per hour for the use of the gym space by Member Deden and seconded by Member Benson. Motion carried all in favor. City Administrator Walbridge will research camping fees in the area.
- C. Sylvan Park Cabin-Historical Designation:** Vicki McKinney and Kate O'Neary were present to ask the board to consider the addition of a plaque to the historic cabin located in Sylvan Park. It was noted that the cabin is an Isaac Walton League Cabin and was built in 1926. A draft version of the plaque was requested for review.
- D. Flooring Improvement Quote:** A quote from Paveman Designs in the amount of \$9,000-\$9,500 to refinish the floors in the bath house showers and the depot bathrooms was presented. A motion was made to approve the bid by Member Deden and seconded by Member Benson. Motion carried all in favor.
- E. Seasonal Employment:** A motion was made to offer the position back to Nick Hahn for the 2024 season and to run an advertisement if he should decline by Member Benson and seconded by Member Hearldson. Motion carried all in favor.
- F. LACF Grant Approval:** A draft application for holiday light decor was presented. A motion was made to submit the application to the LACF by Member Deden and seconded by Member Hearldson. Motion carried all in favor.
- G. Lanesboro Trail System:** Member Deden presented the idea of city wide trail system extension. Concerns were noted about safety near the sales barn crossing and the type of easement that is currently valid. A motion was made to table the item to continued

Draft 2/28/24

business by Member Hearldson and seconded by Member Benson. Motion carried all in favor.

**H. DeGarmo Gateway Park Use:** Tamara Degarmo was present to request the Gateway Park space on 6/29/24. Member Benson questioned restroom needs. A motion was made to approve the use of Gateway Park on 6/29/24 by Member Hearldson and seconded by Member Deden. Motion carried all in favor.

**Miscellaneous:**

**A. Meeting Time:** A motion was made to change the meeting time to 5pm on the 4th Tuesday of the month by Member Hearldson and seconded by Member Benson. Motion carried all in favor pending approval from Member Gehrig and Member Semmen.

**Adjourn:** Motion was made by Member Benson to adjourn at 6:07 p.m. Motion was seconded by Member Hearldson. Motion carried all in favor.

Respectfully Submitted,

Darla Taylor  
Deputy Clerk

# CITY OF LANESBORO Parkdept124

Act Type Name	Account Descr	Current Period	February 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 % of Budget
Expenditure	E 100-45200-100	February 2024	\$4,924.80	\$12,240.40	\$68,255.61	17.93%
Expenditure	E 100-45200-103	February 2024	\$0.00	\$0.00	\$7,500.00	0.00%
Expenditure	E 100-45200-121	February 2024	\$369.34	\$918.00	\$5,119.17	17.93%
Expenditure	E 100-45200-122	February 2024	\$373.92	\$929.32	\$7,575.56	12.27%
Expenditure	E 100-45200-131	February 2024	\$1,290.70	\$2,604.52	\$15,558.10	16.74%
Expenditure	E 100-45200-134	February 2024	\$109.24	\$109.24	\$655.56	16.66%
Expenditure	E 100-45200-135	February 2024	\$50.00	\$100.00	\$900.00	11.11%
Expenditure	E 100-45200-150	February 2024	\$0.00	\$0.00	\$5,137.00	0.00%
Expenditure	E 100-45200-208	February 2024	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	E 100-45200-210	February 2024	\$327.88	\$370.19	\$10,000.00	3.70%
Expenditure	E 100-45200-211	February 2024	\$0.00	\$0.00	\$225.00	0.00%
Expenditure	E 100-45200-212	February 2024	\$401.98	\$401.98	\$2,503.00	16.06%
Expenditure	E 100-45200-236	February 2024	\$0.00	\$0.00	\$5,500.00	0.00%
Expenditure	E 100-45200-239	February 2024	\$0.00	\$34.54	\$660.00	5.23%
Expenditure	E 100-45200-240	February 2024	\$394.28	\$394.28	\$250.00	157.71%
Expenditure	E 100-45200-262	February 2024	\$0.00	\$0.00	\$1,000.00	0.00%
Expenditure	E 100-45200-266	February 2024	\$0.00	\$0.00	\$3,500.00	0.00%
Expenditure	E 100-45200-300	February 2024	\$754.78	\$1,044.78	\$4,000.00	26.12%
Expenditure	E 100-45200-321	February 2024	\$40.91	\$81.82	\$500.00	16.36%
Expenditure	E 100-45200-350	February 2024	\$253.31	\$402.31	\$1,250.00	32.18%
Expenditure	E 100-41440-361	February 2024	\$0.00	\$328.81	\$400.00	82.20%
Expenditure	E 100-41440-362	February 2024	\$0.00	\$3,341.00	\$3,500.00	95.46%
Expenditure	E 100-45200-362	February 2024	\$0.00	\$17,837.00	\$18,668.00	95.55%
Expenditure	E 100-45200-363	February 2024	\$0.00	\$312.00	\$310.00	100.65%
Expenditure	E 100-45200-380	February 2024	\$2,643.82	\$4,625.81	\$35,000.00	13.22%
Expenditure	E 100-41440-401	February 2024	\$0.00	\$0.00	\$5,000.00	0.00%
Expenditure	E 100-45200-401	February 2024	\$1,790.04	\$1,790.04	\$10,800.00	16.57%
Expenditure	E 100-45200-404	February 2024	\$0.00	\$77.00	\$5,800.00	1.33%
Expenditure	E 100-45200-410	February 2024	\$0.00	\$0.00	\$3,000.00	0.00%
Expenditure	E 100-45200-430	February 2024	\$0.00	\$60.18	\$100.00	60.18%
Expenditure	E 100-45200-437	February 2024	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	E 100-45200-470	February 2024	\$1,046.47	\$1,046.47	\$7,000.00	14.95%
Expenditure	E 100-45200-480	February 2024	\$0.00	\$0.00	\$675.00	0.00%
Expenditure	E 100-45200-500	February 2024	\$0.00	\$0.00	\$20,000.00	0.00%
Expenditure	E 100-45200-700	February 2024	\$0.00	\$13,667.00	\$13,667.00	100.00%
Expenditure			\$14,771.47	\$62,716.69	\$264,009.00	
Revenue						
Revenue	R 100-41430-33100	February 2024	\$0.00	\$0.00	\$0.00	0.00%
Revenue	R 100-45200-34701	February 2024	\$75.00	\$75.00	\$85,000.00	0.09%

Act Type Name	Account Descr	Current Period	February 2024 Amt	YTD Amt 2024	YTD Budget 2024	2024 % of Budget
Revenue	R 100-45200-34702 Showers/Wood Revenue	February 2024	\$0.00	\$0.00	\$1,000.00	0.00%
Revenue	R 100-45200-34750 Auditorium Use Fees	February 2024	\$125.00	\$1,425.00	\$6,000.00	23.75%
Revenue	R 100-45200-36230 Contributions and Donations	February 2024	\$0.00	\$4,231.52	\$0.00	0.00%
Revenue	R 100-45200-39201 Transfer from General Fund	February 2024	\$0.00	\$0.00	\$0.00	0.00%
			\$200.00	\$5,731.52	\$92,000.00	
			\$14,971.47	\$68,448.21	\$356,009.00	

The Lanesboro Park Board continues to develop a plan for the future of the Sylvan Park tennis courts. After a preliminary survey completed in the spring of 2022, the board wants to gather more community input.

1. *What is your preferred use for the current tennis court space in the city park?*

*Please select one option:*

- a. Tennis/Pickleball Courts
- b. Greenspace, community garden space, and picnic area
- c. Extension of the Sylvan Park Campground
- d. Parking

2. *Provide any additional comments or suggestions below (optional).*



## 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 this chapter or is not complete, the application will be returned with comments and suggestions as to how the application can be made complete or compliant.

Once a proposal is complete and found to meet the requirements of this chapter, the city administrator or an empowered designee shall prepare a staff report and schedule the proposal for review and action by the relevant advisory boards or city council.

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>
<b>Fire</b>	
Hourly Rate	\$300.00
<b>Park</b>	
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
<b>Planning &amp; Zoning</b>	
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 23<sup>rd</sup> day of October, 2018 by the Lanesboro Park Board.

Approved the 5<sup>th</sup> day of November, 2018 by the Lanesboro City Council.



\_\_\_\_\_  
Mayor Autumn Johnson



\_\_\_\_\_  
Michele Peterson, City Administrator/Clerk



Darla Taylor <dtaylor@lanesboro-mn.gov>

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## New message from "City of Lanesboro"

1 message

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**City of Lanesboro** <email@lanesboro-mn.gov>  
To: micseiler@gmail.com, lanes3@acegroup.cc

Sun, Mar 17, 2024 at 11:31 AM

**Name:** Catherine Glynn  
**Email:** catieglynn@gmail.com  
**Phone:** 13123425283

**Message:** Hi Darla, It's Catie Glynn. I am seeking to produce and perform the show in Gateway Park on July 6th and 7th called "There is a Field." It will be a 90-minute production with my company (A.R.T. Audacious Raw Theater.) Our ideal times would be to have the space available from 6-8:30 each evening. However, due to performers' schedules, the Sunday show may need to be earlier (1-3:30). I can confirm this in May when the schedules have been confirmed.

This will be our eighth year of production. For seven days, seven performers from all over the country come to Lanesboro and create a new show. This year, I have been awarded a Minnesota State Arts Board Grant, and I will be brought in UpLift Physical Theater--which specializes in movement, acrobatics, and mime work. The work will center around the poem "There is a Field" by the poet Rumi:

Out beyond ideas of wrong doing and right doing,

There is a field. I'll meet you there.

When the soul lies down in that grass,

The world is too full to talk about.

Ideas, language, even the phrase each other

Doesn't make any sense.

The purpose of the work is to create common ground within our community. Our aesthetic is raw--so we don't use any big sets. We may use the outlets for sound design; otherwise, this piece is very organic. Audiences can set up blankets or bring chairs to the space as they would with concerts like Rhythms on the Root. Lanesboro Arts is our producing partner. If being in a public space needs to be free to the public, that is fine with me. If it's okay to accept donations or do online ticket sales, that would be done online through Lanesboro Arts. You can let me know which is preferred. I intend for as many people to view the show as possible, and again, I want to reiterate that if it needs to be free, that is fine.

This is an extraordinarily talented group of performers, educators, and great fans of Lanesboro. It would be an honor to share this piece publicly with community members and tourists. Please feel free to reach out to me with any questions.

Thank you & the council for your consideration.

Sincerely,  
Catie Glynn  
312.342.5283

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Date: March 17, 2024

Time: 10:31 am

Page URL: <https://lanesboro-mn.gov/contact/>

User Agent: Mozilla/5.0 (Macintosh; Intel Mac OS X 10\_15\_7) AppleWebKit/537.36 (KHTML, like Gecko)

Chrome/121.0.0.0 Safari/537.36

Remote IP: 76.76.176.88

Powered by: Elementor



Darla Taylor <dtaylor@lanesboro-mn.gov>

## Lanesboro Arts - Park Board Agenda - 2024

1 message

**Kara Maloney** <kara@lanesboroarts.org>  
To: Darla Taylor <dtaylor@lanesboro-mn.gov>  
Cc: Melissa Wray <melissa@lanesboroarts.org>

Mon, Mar 4, 2024 at 4:48 PM

Hi Darla,

I was wondering if we could put **Art in the Park** (June 15th, 2024) at Sylvan Park and **Rhythms on the Root** (July 13th, 2024) at Gateway Park on the park board agenda. This would be for approval for those two events and there is more information on both below. Let me know if you need more information.

<https://lanesboroarts.org/calendar/aip-2024/> - Lanesboro Arts is proud to present the 43rd annual Art in the Park fine art festival on Saturday, June 15, 2024, from 10am to 5pm in Lanesboro's Sylvan Park with 90-plus fine art and craft booths and live music. Renowned for quality, variety and value, Art in the Park is a family-friendly art fair that attracts thousands of regional patrons to Sylvan Park each year. (Artists are invited to set up their booths starting as early as 6am the morning of but do not set up the night before.)

<https://lanesboroarts.org/rhythms-on-the-root/> - Lanesboro Arts is thrilled to announce the popular outdoor summer music concert series Rhythms on the Root. This year there will just be one concert to activate the vibrant space of Gateway Park as a place for the Lanesboro community and visitors to gather and celebrate with live music. In 2023, Rhythms on the Root offered an infectious range of music including indie rock, dream pop, and alternative country from regionally acclaimed bands General B and the Wiz, Sleeping Jesus, and Faith Boblett. The concerts will take place from 6:00 – 7:30 p.m. This year the band will be Bad Bad Hats - more information here: <https://www.badbadhats.com/>

Best,  
Kara

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**Kara Maloney**  
**Executive Director**

OFFICE [507-467-2446](tel:507-467-2446) MOBILE [612-226-1481](tel:612-226-1481)

[kara@lanesboroarts.org](mailto:kara@lanesboroarts.org)

(Pronouns: She . Her . Hers)



**LANESBORO ARTS**  
103 Parkway Ave N  
PO Box 152  
Lanesboro, MN 55949 USA  
[WWW.LANESBOROARTS.ORG](http://WWW.LANESBOROARTS.ORG)





**Day Quote**

Quote# Q-04398  
 Project: 2024 Portables  
 Date: March 11, 2024  
 Quote Expiration Date:

Your Sales Representative	Sold To:	Delivery Information:
Ryan Waters	City of Lanesboro	Delivery Date:
Phone: <a href="tel:18002108407">1.800.210.8407</a>		Pick-Up Date:
Email: <a href="mailto:ryanw@onsiteco.com">ryanw@onsiteco.com</a>	Site Contact: Darla Taylor	Service Date:
	Site Email: dtaylor@lanesboro-mn.gov	Site Address:.
	Site Mobile Phone #: 507-467-3722	
	Site Phone #: 507-467-3733	
	PO#:	
	Billing Address:City of Lanesboro202 Parkway Ave S, MN 55949, USA	Placement Notes:

ITEM#	DESCRIPTION	NOTES	QTY	PRICE	TOTAL
STNDRGM1X	STANDARD CONSTRUCTION RESTROOM - 1X WEEKLY SERVICE		1.00	65.00	65.00
SPTYADAM1X	ADA COMPLIANT PORTABLE RESTROOM - 28 DAY RENTAL - 1X WEEKLY SERVICE		1.00	152.00	152.00
ACCHSM	HAND SANITIZERS - 28 DAY RENTAL		1.00	6.00	6.00
ENVIRO1X	ENVIRONMENTAL FEE - WEEKLY SERVICE		1.00	12.00	12.00
WS1X	WINTER SERVICE - 1X WEEKLY SERVICE		1.00	0.00	0.00
SANIDEL	SANITATION PICK-UP / DELIVERY (ONE TIME CHARGE)		1.00	0.00	0.00
SANISVCM	ADDITIONAL SERVICE REQUESTED - ONE TIME CHARGE		1.00	40.00	40.00

By signing below I am confirming that I have read, understand, and agree with the policies, procedures,

  
**THANK YOU!**  
**WE APPRECIATE YOUR BUSINESS**  
 VISIT OUR WEBSITE:  [onsiteco.com](http://onsiteco.com)





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Project: 2024 Portables

Date: March 11, 2024

Quote Expiration Date:

and quoted order information outlined in this document (including the Terms of Service), as well as the Delivery Date, Pick-Up Date, and Placement Instructions listed above.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

  
**THANK YOU!**  
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Ryan Waters Phone: <a href="tel:18002108407">1.800.210.8407</a> Email: <a href="mailto:ryanw@onsiteco.com">ryanw@onsiteco.com</a>	City of Lanesboro  Site Contact: Darla Taylor Site Email: <a href="mailto:dtaylor@lanesboro-mn.gov">dtaylor@lanesboro-mn.gov</a> Site Mobile Phone #: 507-467-3722 Site Phone #: 507-467-3733 PO#: Billing Address: City of Lanesboro 202 Parkway Ave S, MN 55949, USA	Delivery Date: Pick-Up Date: Service Date: Site Address:.  Placement Notes:

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# PORTABLE RESTROOM RENTAL BID

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The following bid represents a Portable Restroom Rental quote submitted on 3/12/24 to City of Lanesboro.

## City of Lanesboro

### Monthly Units:

#### Handicapped-Accessible Units:

1. Handicapped-Accessible-Restroom w/Deodorizer & Hand sanitizer.  
Rented at a Minimum of 28 days, serviced one time a week \$165.00/unit x 1 units  
\$165.00/28-days.

#### Standard Units:

1. Standard Restroom w/Deodorizer & Hand sanitizer  
Rented at a Minimum of 28 days, serviced one time a week \$80.00/unit x 3 units  
\$240.00/28-days.

#### Delivery/Pickup/Move Charges:

1. Delivery/Unit \$0.00/delivery
2. Removal/Unit \$0.00/pickup
3. Move/Unit or Extra Service/Unit (provided upon request) \$35.00/unit.

**MONTHLY TOTAL = \$405.00**

*Tax exempt.*

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Signature/Title  
Mike Nelton

Date

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Signature/Title  
Darla Taylor

Date

Thank you for taking the time to review this bid, we look forward to servicing your portable restroom needs.

Sincerely,

Mike Nelton  
LRS Portables  
[MNelton@LRSRecycles.com](mailto:MNelton@LRSRecycles.com)  
507.450.5629

