

**Lanesboro Park Board
Regular Meeting Agenda
Tuesday, July 28, 2026 – 5:00 p.m.
Lanesboro City Council Chambers**

Zoom is provided to offer more accessibility to council and committee meetings.

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

<https://us02web.zoom.us/j/89098001529?pwd=Cf1bvrcm5ddabLvCf1N4jOc7y1ehLr.1>

Meeting ID: 890 9800 1529 | Passcode: 587918

Call to Order

A. Agenda Approval

Motion _____ **Second** _____

B. Public Comment

C. Approval of Minutes

a. Minutes of Regular Meeting, June 23, 2026

Motion _____ **Second** _____

D. Consent Agenda

a. Bethlehem Lutheran Church – Gazebo Rental – August 23, 2026

Motion _____ **Second** _____

E. FY2026 YTD Budget Review

Motion _____ **Second** _____

Staff Update

Continued Business

A. Discuss Table and Chair Rental Fee

Motion _____ **Second** _____

B. Consider Next Steps Goats Grazing Sylvan Park - Review Progress

Motion _____ **Second** _____

New Business

A. Consider Submission of Carl and Verna Schmidt Grant Application

Motion _____ **Second** _____

Next Meeting: August 25, 2026 – 5:00 p.m.

Adjourn Regular Meeting

Teri Benson, Samantha Hareldson, Brenda Semmen, Steve Harris, and Joe Deden

**Lanesboro Park Board
Regular Meeting Minutes
Tuesday, June 23, 2026 – 5:00 p.m.
Lanesboro City Council Chambers**

Present Members:

☒ Joe Deden ☒ Steve Harris ☐ Sam Hareldson ☒ Teri Benson ☒ Brenda Semmen

Staff Members:

☒ Mark Lawstuen ☒ Darla Taylor ☒ Mitchell Walbridge

Guests: Kathryn Wade

Member Benson called the meeting of the Lanesboro Park Board to order at 5:00 p.m.

- A. Agenda:** The addition of New Business Item C – Hot Water Heater Replacement was requested. Member Semmen entered a motion to approve the agenda with the addition of hot water heater replacement. Member Deden seconded the motion. All members voted in favor of the motion. Motion carried.
- B. Public Comment:** None
- C. Approval of Minutes**
 - a. Minutes of Regular Meeting, May 26, 2026: Member Deden entered a motion to approve the minutes as submitted. Member Benson seconded the motion. All members voted in favor of the motion. Motion carried.
- D. Consent Agenda**
 - a. POET Sylvan Park Rental - July 16, 2026
Member Semmen entered a motion to approve the Consent Agenda. Member Benson seconded the motion. All members voted in favor of the motion. Motion carried.
- E. FY2026 YTD Budget Review:** Member Semmen entered a motion to approve the budget review. Member Deden seconded the motion. It was noted that a commercial dehumidifier for the basement of the community center was purchased. All members voted in favor of the motion. Motion carried.

Park Department Staff Update

Mark Lawstuen shared that Jaden Dahl is doing a good job and that campground signage is ordered. There were several events in the park throughout the previous week. Discussion was also had regarding trash left in the firepits.

New Business

- A. Discuss Relocation of Park Benches and Memorial on Dyke for Highway 250 Project:**
Administrator Walbridge asked the members to consider possible options and relocation for memorial items during the road construction. Board Members expressed interest in contacting the donors to see about possible improvements or disposal opportunities during this time. Member Semmen made a motion to table the topic so that staff can reach out to the donors. Member Benson seconded the motion. All members voted in favor of the motion. Motion carried.
- B. Discuss Table and Chair Rental Fee:** Recent requests to borrow the white tables and chairs outside of the community center building have been received. City Administrator Walbridge suggested that fee schedule be created for this type of rental. Discussion about the appropriate structure and amounts was had. Member Benson made a motion to table. Member Semmen seconded the motion. All members voted in favor. Motion carried. Staff will create possible options for the board to consider at the next meeting.
- C. Consider Hot Water Heater Replacement:** Quotes from Vis Plumbing and Heating were reviewed. A motion was made by Member Deden to recommend the City Council authorize purchase of the 80-

gallon water heater. Member Semmen seconded the motion. All members voted in favor of the motion. Motion carried.

Member Semmen entered a motion to adjourn the meeting. Member Benson seconded the motion. All members voted in favor of the motion. Motion carried.

The meeting adjourned at 5:28 p.m.

Respectfully submitted,

Darla Taylor
Deputy Clerk

CITY OF LANESBORO
***Expenditure Guideline©**

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Current Period: July 2026

			2026	2026	July	Enc	2026	% of YTD
			YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
GENERAL FUND								
Parks (GENERAL)								
Active	E 100-45200-100	Wages and Salar	\$75,789.55	\$40,342.09	\$2,885.60	\$0.00	\$35,447.46	53.23%
Active	E 100-45200-103	Part-Time Emplo	\$10,000.00	\$2,986.50	\$957.00	\$0.00	\$7,013.50	29.87%
Active	E 100-45200-121	PERA	\$5,684.22	\$2,997.91	\$216.42	\$0.00	\$2,686.31	52.74%
Active	E 100-45200-122	FICA	\$6,562.90	\$3,270.51	\$292.29	\$0.00	\$3,292.39	49.83%
Active	E 100-45200-131	Employer Paid H	\$17,148.00	\$8,669.25	\$707.28	\$0.00	\$8,478.75	50.56%
Active	E 100-45200-134	Employer Paid Li	\$457.30	\$217.26	\$33.95	\$0.00	\$240.04	47.51%
Active	E 100-45200-135	Employer Paid O	\$750.00	\$350.00	\$50.00	\$0.00	\$400.00	46.67%
Active	E 100-45200-136	MN Paid Leave	\$377.48	\$189.23	\$16.91	\$0.00	\$188.25	50.13%
Active	E 100-45200-150	Worker s Comp (	\$5,752.58	\$4,203.40	\$0.00	\$0.00	\$1,549.18	73.07%
Active	E 100-45200-208	Meetings / Traini	\$0.00	\$153.56	\$0.00	\$0.00	-\$153.56	0.00%
Active	E 100-45200-210	Operating Suppli	\$10,200.00	\$5,245.64	\$1,884.96	\$0.00	\$4,954.36	51.43%
Active	E 100-45200-211	Safety Training	\$153.50	\$0.00	\$0.00	\$0.00	\$153.50	0.00%
Active	E 100-45200-212	Motor Fuels	\$2,681.00	\$1,245.33	\$451.01	\$0.00	\$1,435.67	46.45%
Active	E 100-45200-236	Program Expens	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0.00%
Active	E 100-45200-239	Clothing Allowan	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00	0.00%
Active	E 100-45200-240	Small Tools and	\$357.00	\$51.95	\$0.00	\$0.00	\$305.05	14.55%
Active	E 100-45200-262	Rock	\$2,000.00	\$1,388.13	\$0.00	\$0.00	\$611.87	69.41%
Active	E 100-45200-266	Trees	\$3,000.00	\$3,500.00	\$3,500.00	\$0.00	-\$500.00	116.67%
Active	E 100-45200-300	Professional Srv	\$5,000.00	\$3,871.37	\$1,528.37	\$0.00	\$1,128.63	77.43%
Active	E 100-45200-321	Telephone	\$520.00	\$290.00	\$41.57	\$0.00	\$230.00	55.77%
Active	E 100-45200-350	Print/Binding (GE	\$1,250.00	\$208.60	\$0.00	\$0.00	\$1,041.40	16.69%
Active	E 100-45200-361	General Liability I	\$289.90	\$0.00	\$0.00	\$0.00	\$289.90	0.00%
Active	E 100-45200-362	Property Ins	\$18,315.00	\$0.00	\$0.00	\$0.00	\$18,315.00	0.00%
Active	E 100-45200-363	Automotive Ins	\$379.00	\$0.00	\$0.00	\$0.00	\$379.00	0.00%
Active	E 100-45200-380	Utility Services (	\$35,700.00	\$19,798.15	\$3,604.42	\$0.00	\$15,901.85	55.46%
Active	E 100-45200-401	Repairs/Maint Bu	\$11,000.00	\$3,718.98	\$1,609.76	\$0.00	\$7,281.02	33.81%
Active	E 100-45200-404	Repairs/Maint M	\$6,100.00	\$1,337.66	\$194.14	\$0.00	\$4,762.34	21.93%
Active	E 100-45200-410	Rentals (GENER	\$3,400.00	\$1,048.28	\$411.00	\$0.00	\$2,351.72	30.83%
Active	E 100-45200-430	Miscellaneous (G	\$700.00	\$1,088.06	\$150.00	\$0.00	-\$388.06	155.44%
Active	E 100-45200-437	Bank Fees	\$0.00	\$2,161.69	\$0.00	\$0.00	-\$2,161.69	0.00%
Active	E 100-45200-470	Sales Tax Paid	\$8,900.00	\$1,735.00	\$0.00	\$0.00	\$7,165.00	19.49%
Active	E 100-45200-480	Property Tax for	\$0.00	\$1,256.00	\$0.00	\$0.00	-\$1,256.00	0.00%
Active	E 100-45200-500	Capital Outlay (G	\$22,500.00	\$16,429.73	\$2,138.92	\$0.00	\$6,070.27	73.02%
Active	E 100-45200-700	Transfers (GENE	\$23,611.00	\$0.00	\$0.00	\$0.00	\$23,611.00	0.00%
Total Parks (GENERAL)			\$284,628.43	\$127,754.28	\$20,673.60	\$0.00	\$156,874.15	44.88%
Total GENERAL FUND			\$284,628.43	\$127,754.28	\$20,673.60	\$0.00	\$156,874.15	44.88%
Report Total			\$284,628.43	\$127,754.28	\$20,673.60	\$0.00	\$156,874.15	44.88%

CITY OF LANESBORO
***Revenue Guideline©**

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Current Period: July 2026

			2026	2026	July	2026	% of YTD
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
GENERAL FUND							
Parks (GENERAL)							
Active	R 100-45200-33400	State Grants and	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-45200-34701	Camping Fees	\$90,000.00	\$84,349.81	\$445.00	\$5,650.19	93.72%
Active	R 100-45200-34702	Showers/Wood R	\$1,500.00	\$1,262.85	\$331.00	\$237.15	84.19%
Active	R 100-45200-34750	Auditorium Use F	\$9,000.00	\$3,768.77	\$400.00	\$5,231.23	41.88%
Active	R 100-45200-36230	Contributions and	\$0.00	\$7,000.00	\$0.00	-\$7,000.00	0.00%
Active	R 100-45200-39201	Transfer from Ge	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks (GENERAL)			<u>\$100,500.00</u>	<u>\$96,381.43</u>	<u>\$1,176.00</u>	<u>\$4,118.57</u>	<u>95.90%</u>
Total GENERAL FUND			<u>\$100,500.00</u>	<u>\$96,381.43</u>	<u>\$1,176.00</u>	<u>\$4,118.57</u>	<u>95.90%</u>
Report Total			\$100,500.00	\$96,381.43	\$1,176.00	\$4,118.57	95.90%

Proposed Table & Chair Rental Fees

Individual Pricing

Item	Proposed Fee
8' Plastic Rectangular Table	\$5.00 each
Plastic Chair	\$0.50 each

Package Pricing

Package	Includes	Proposed Fee
Small Gathering	4 tables + 32 chairs	\$35.00
Medium Event	8 tables + 64 chairs	\$65.00
Large Event	12 tables + 96 chairs	\$95.00

**Lost, damaged, or stolen tables and chairs will be charged at their actual replacement cost.*

Carl and Verna Schmidt Foundation
Grant Application

Organization: City of Lanesboro, 202 Parkway Ave S, Lanesboro, MN 55949

Contact: Darla Taylor, Deputy Clerk Phone: (507) 467-3722

Total Project Budget: \$20,000

Amount Requested: \$9,850

When are funds needed: As soon as possible

Does the organization have Federal tax-exempt status? Local Government
EIN:

Project Summary

The City of Lanesboro has been working since 2023 to remove invasive buckthorn and honeysuckle on high visibility properties. Our intention is to reduce the fire hazards and to provide improved wildlife habitat that includes prairie pollinators.

During the winter of 2023 invasives were removed above the Welcome to Lanesboro sign on Hwy 16. In the spring of 2024 we received a grant from you to restore these prairies. Fall 2024, similar work was completed mechanically both above Sylvan Park and along the lower edge of the park. This area was also reseeded. During the 2025/2026 winter another two acres was cleared above Sylvan Park and in the spring of 2026 30 goats were brought in to browse the resprouting invasives. Ideally, goats are brought in twice the first year.

Our goal was to bring the goats back this fall and then continue to remove invasives over the remaining 1.5 acres during this fall and winter (2026/27) However, recent flooding has caused a realignment of our funding priorities because of the need to repair the damages caused by the flooding.

Several members of our community have been involved in this process. We are asking your support to provide the funding to bring it to completion through the end of 2027. This funding would bring the goats back this fall and twice more (Spring and Fall) in 2027. Your funding would cover the costs of short grass pollinator seeds, starts or plugs and other equipment and supplies.

We are grateful for your past support of our prairie projects and we hope the Schmidt Foundation can help us bring this prairie project full circle.

Authorized Signature:

Date:

Title:

Schmidt Prairie Request				
Description	Fall 2026 2a	Spring 2027 3a	Fall 2027 3	Total
Goat Rental - 3 times F26, S27, F27	\$350	\$2,550	\$1,800	\$4,700
Short grass, pollinator package seeds - Shooting Star 3ac				\$2,450
Starts/Plugs - young plants - Prairie Moon				\$1,500
* Misc Supplies - sign, chainsaw related, etc				\$1,200
Total				\$9,850