



GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

PARK BOARD AGENDA

GOODHUE COUNTY PUBLIC WORKS
2140 PIONEER RD, RED WING, MN

APRIL 7, 2022
1:00 PM

VIRTUAL MEETING OPTION NOTICE.

The Goodhue County Parks, Trails, and Recreation Advisory Board will be conducting a Park Board meeting on April 7, 2022, at 1:00 PM at Goodhue County Public Works.

Public Works staff and some Park Board members will be present at the meeting location, with some Park Board members joining the meeting virtually. The public may attend the meeting from a remote site by logging into <https://meet.goto.com/463518317> or by calling 866-899-4679 any time during the meeting. Access Code: 463-518-317

Review And Approve Minutes From Previous Meeting.

Documents:

[12-28-21 PB Minutes_DRAFT.pdf](#)

Review And Approve The Agenda.

Byllesby Pavilion & Essential Services Project Update.

Documents:

[Pavilion Update.pdf](#)

Pavilion Project Working Hours.

Documents:

[Pavilion Project Working Hours.pdf](#)

Byllesby Pavilion Interpretive Plaques.

Documents:

[Byllesby Park Pavilion Interpretive Boards.pdf](#)

Byllesby Park Picnic Shelter Names.

Documents:

[Byllesby Picnic Shelter Names.pdf](#)

Potential Ordinance Changes.

Documents:

[Potential Ordinance Changes.pdf](#)

Byllesby Park Reservation Process.

Documents:

[Reservation Process Binder.pdf](#)

Park Message Boards.

Documents:

[Message Boards.pdf](#)

Park Planning Priorities.

Documents:

[Park Planning Priorities.pdf](#)

Trail Updates.

Next Meeting Date.

Adjourn.

The minutes will be presented for approval at the next Park Board meeting.

Goodhue County Parks, Trails and Recreation Advisory Board

Meeting Date: December 28, 2021

Meeting Location: Goodhue County Public Works – Red Wing, MN
(Virtual Meeting)

Meeting Time: 1:00 PM

Members

Brad Anderson	Commissioner
Todd Greseth	Commissioner
Mike Melstad	1 st District Rep
Mairi Doerr	2 nd District Rep
Bernie Overby	3 rd District Rep
Barbara Pratt	4 th District Rep
Janie Farrar	5 th District Rep
Scott Roepke	Cannon Valley Trail Rep
Roxanne Bartsh	Goodhue Pioneer Trail Rep
Greg Isakson	Staff: Director of Public Works
Jennifer Ziemer	Staff: Admin Assistant- PW

Absent: Mairi Doerr, Barbara Pratt, and Janie Farrar.

Guest: Ken Burns, Brian Anderson, and Lucas Dahling.

Bernie Overby called the meeting to order at 1:00 PM. It was moved by Commissioner Anderson, seconded by Roxanne Bartsh, and carried to approve the October 7, 2021, Park Board Minutes.

It was moved by Mike Melstad, seconded by Commissioner Anderson, and carried to approve the agenda.

The Park Board reviewed the bids that were submitted for the Byllesby Park Pavilion & Essential Services Project and discussed funding sources. It was moved by Roxanne Bartsh and seconded by Mike Melstad to accept the two alternates (deductions) from Lift Bridge Builders and accept the bid in the amount of \$1,803,360. It was moved by Roxanne to amend her motion, and seconded by Mike Melstad, to include the recommendation that the County Board award the project to the lowest bidder, Lift Bridge Builders. The amended motion carried.

Next meeting date is to be determined.

The meeting was adjourned at 1:56 PM.

Respectfully submitted,
Jennifer Ziemer
Goodhue County Administrative Assistant

Mission Statement

The mission of the Goodhue County Parks, Trails and Recreation Advisory Board is to provide a quality park, trail and recreation system which strive to preserve, protect, maintain, improve and enhance the County's park land, trails, and recreational activities, on behalf of all current and future citizens of the County of Goodhue



Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Byllesby Park Pavilion & Essential Services Project Update

Date: 04 Apr 22

Summary

The Byllesby Park Pavilion & Essential Services Project Contract has been awarded to Lift Bridge Builders and the pre-construction conference was held on 30 Mar 22.

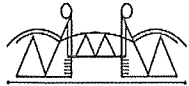
Background

Lift Bridge Builders has provided the attached preliminary schedule for the project.

Staff is currently working to select a designer for the septic system design. We will likely be installing holding tanks for 1-2 years to enable the designer to collect data and design a drain field system.

Staff is also working on quotes to clean the existing well and convert it to a pit-less system with an above ground pressure tank, as well as considering different treatments for iron in the water.

NPDES permitting is being completed this week.



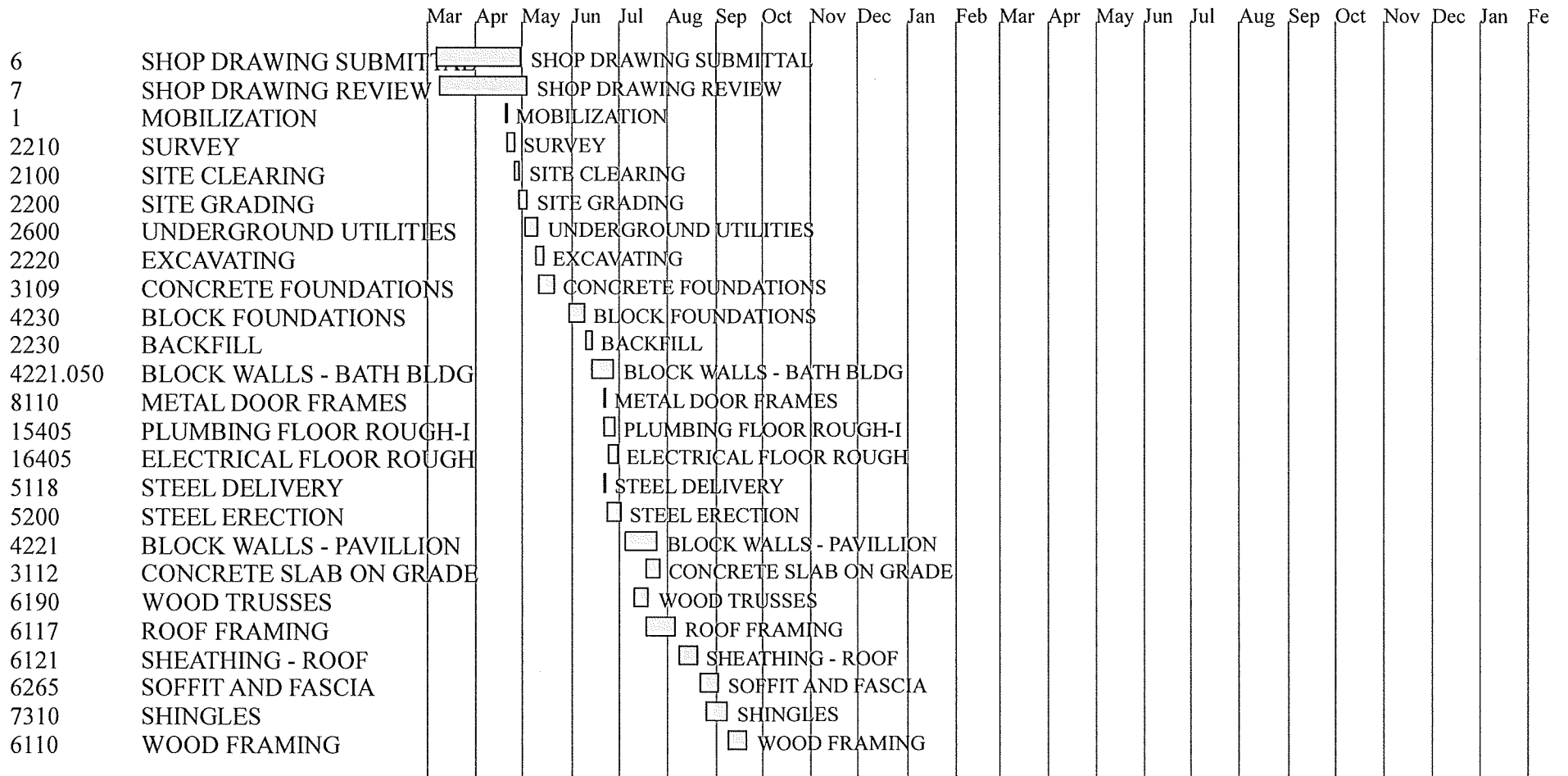
LIFT BRIDGE BUILDERS, INC

Gantt Chart

03/30/22

Gantt Chart

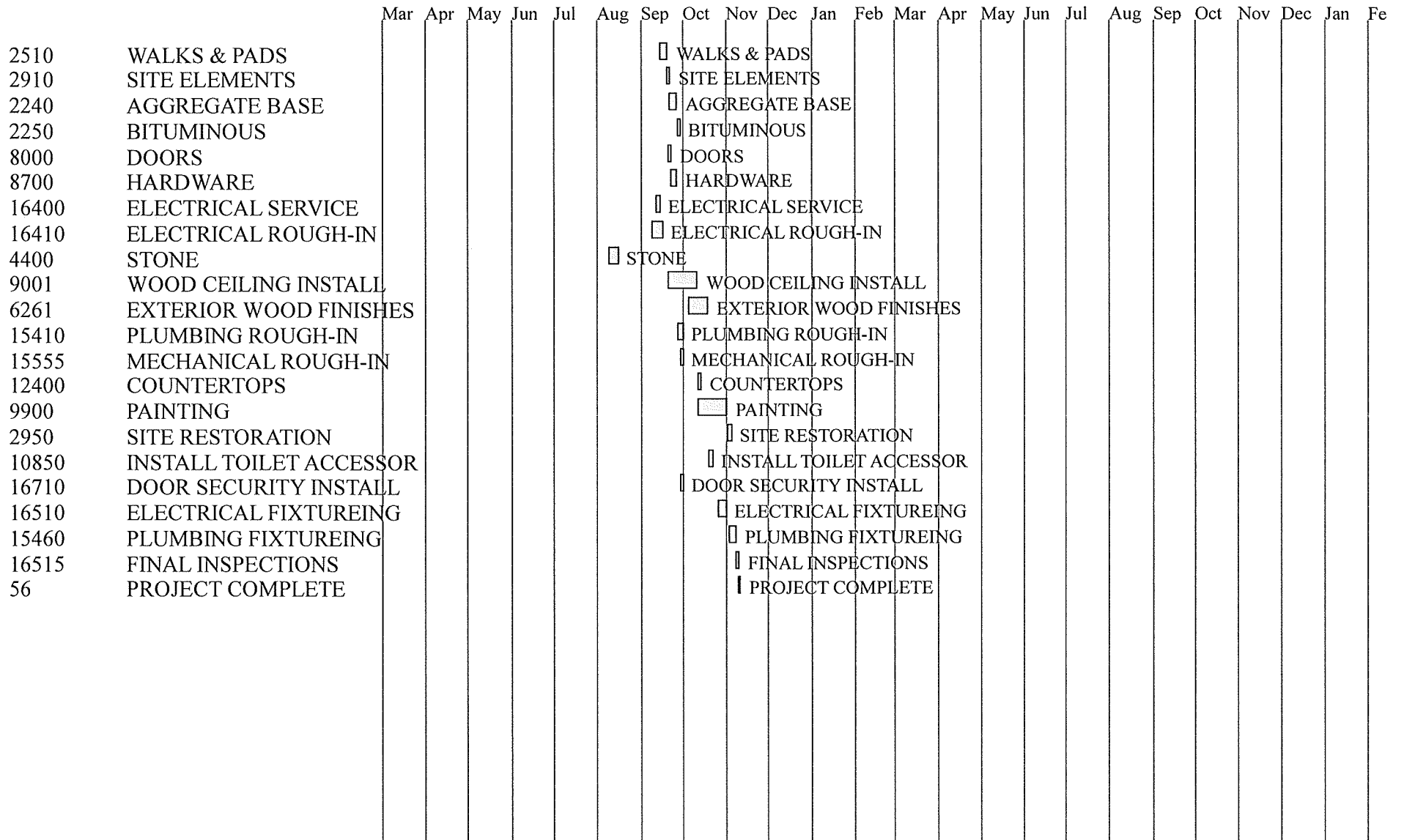
Job = 840 - BYLLESBY PARK PAVILLION, Phase = 0 - None



Gantt Chart

03/30/22

Continued...





Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Byllesby Park Pavilion Project Working Hours

Date: 04 Apr 22

Summary

It is requested that the Park Board consider working hours for the Byllesby Park Pavilion & Essential Services Project.

Background

The County Board has approved Byllesby Park hours of 6:00 AM – 10:00 PM, with quiet hours from 6:00 AM – 8:00 AM.

Stanton Township's Zoning Ordinance stipulates that the hours of operation for uses allowed within this district are limited to 6:00 AM – 10:00 PM

The contractor is proposing working hours of 6:00 AM – 5:00 PM. While most of the sound they will create is fairly quiet (equipment running, generators running, etc.), they will have some louder noises such as backup alarms on equipment for safety purposes, air nailers, etc. Their main concern is trying to get as much work done during the cooler morning hours as possible.



Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Byllesby Park Pavilion Interpretive Boards

Date: 04 Apr 22

Summary

It is requested that the Park Board consider creating interpretive boards to place inside the new pavilion.

Background

Locus Architecture has suggested interpretive boards for the pavilion that provide some history of the area and the dam. Below are the first rough drafts they have sent:

Plaque #1 – Dam History

Lake Byllesby forms a 3.5 mile portion of the 30-mile border shared by Dakota County - home of Eagan, Farmington, Hastings, Lakeville, Mendota, Miesville, and S. St. Paul - and Goodhue County - Cannon Falls, Kenyon, Pine Island, Red Wing, and Zumbro. The lake is actually a reservoir formed by a dam just north of this pavilion, which retains water flow from the Cannon River. Lake Byllesby is named for Henry M. Byllesby, the engineer who designed and organized the construction of the dam which created the lake. As a young man in the 1880s, Byllesby worked under inventor Thomas Edison before later joining a group of entrepreneurs who formed the Westinghouse Electric Company. He moved west from his roots on the east coast and later helped form Northern States Power, which was ultimately acquired by Xcel Energy, our electrical utility today.

Work on the dam began in 1910, and with the hand labor of 500 people was completed in just nine months. It was built to provide electrical power, but in the MN of 1910, the majority of homes had no electrical wiring. That wouldn't be common in residences for decades. Today, Dakota County owns and runs the 60' high dam, where approximately 140 billion gallons of water drop from the lake to the river below every year. That's about 25,000 gallons for every person living in MN in 2022 - enough for a large swimming pool for each of us! This falling water creates the energy which turns the dam's turbines, which in turn provide electricity to power about 2,400 homes.

Be careful! The dam is considered high-hazard, due to its proximity to the City of Cannon Falls. If the dam were to collapse, Cannon Falls could be inundated almost instantly with a wave of fast moving turbulent water.

Plaque #2 – Archaeological History

Before 1900, the lake - or reservoir - just north of this pavilion didn't exist. Back then, this portion of the Cannon River now covered by Lake Byllesby was a flat marshy section - an unusually wide area of bottomland that served as a good place for fishing, hunting and trapping, and may have even been cultivated by Native communities as they temporarily resided along its shores. As early as 1,000 years ago - five centuries before white trappers or settlers arrived - Woodland and Oneota tribes roamed this area, leaving artifacts behind. The Dakota came behind them, in the centuries that followed. The Dakota called the river "In-Yan Bo-Sda-Ta Wa-Kpa", translated by author Paul Durand as Rock, On End, Erect, Perpendicular, River or Standing Rock River, so named for a sandstone formation near Castle Rock.

As early as the 1600s, French trappers and traders accessed this area using the Cannon River as a canoe paddling route inland from the larger Mississippi River, much as Native tribes did. Accounts from these French trappers suggest Natives and trappers alike would sometimes hide their canoes near the mouth of the Cannon River (near present day Red Wing). The French noted the spot as "La Riviere aux Canots" or The River of Canoes. A mispronunciation of this phrase is given credit for giving the name Cannon to the Cannon River,

The In-Yan Bo-Sda-Ta Wa-Kpa / Cannon River watershed had rich flora and fauna. At one time, this included bison, beaver, mussels, and a variety of fish and water fowl - as well as (list flora), including the relatively rare Minnesota dwarf trout lily, a federally endangered species found along the edge of the river, a species that grows only in Minnesota.

This dam, approximately 28 river miles from the Mississippi, represents a tension between natural resource preservation and industrial development. While it has become an icon of the park, it certainly changed the ecology of the region yet provides "clean" energy to the region's electrical grid. The dam is both a paradox and a compromise - a solution that is part of the new earth.



Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Byllesby Park Pavilion & Picnic Shelter Names

Date: 04 Apr 22

Summary

It is requested that the Park Board discuss naming the pavilion and picnic shelters to better define the different amenities in the future reservation system.

Background

Dakota County has named the shelter on the north side of the lake the "Lakeside Shelter." Naming our shelters and the pavilion will help park visitors better identify the facilities in the future reservation system.



Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Potential Park Ordinance Changes

Date: 04 Apr 22

Summary

It is requested that the Park Board discuss smoking and alcohol restrictions at Byllesby Park, and determine if any changes should be made to the current ordinance, and/or ordinances for other park facilities.

Background

Goodhue County is working on an agreement for Dakota County to perform routine cleaning services and reservation services at Byllesby Park. During planning discussions, staff has found several differences in the two county ordinances that warrant further consideration. The more similar the two sets of rules are, the more the facilities will feel like one large park and the less confusing it will be to park visitors.

Alcohol

- Our current park ordinance bans glass bottle containers and prohibits alcoholic beverages in containers larger than two liters.
- Dakota County's current ordinance prohibits hard liquor. Beer and wine is permitted for personal consumption only, in quantities less than a case.
- Dakota County does allow the serving of beer or wine by a licensed caterer, but the event coordinator needs to have a Special Use Permit. No cash bars. No kegs.
- Stanton Township's current ordinance requires that alcoholic beverage sales require township approval and proper licensing in accordance with the law. We are not looking at approving cash bars, so this should not be an issue.
- Stanton Township's current ordinance also requires township approval for alcoholic beverage consumption in gatherings of more than 50 people. This should be possible, given that all gatherings of 50+ people will require a special use permit. This will require further discussions with Stanton Township, as they will need to be able to work out means to approve requests same or next-day.

Tobacco

- Our current park ordinance does not restrict smoking. This could be an issue, especially in the restrooms.

- Stanton Township's ordinance does not restrict smoking.
- Dakota County's ordinance restricts smoking to parking lots and roadways. The use of any tobacco products, including e-cigarettes, is prohibited in all park buildings.

GOODHUE COUNTY BYLLESBY PARK RULES

ORDINANCE 80-1

The County Board of Goodhue County ordains:

1. The park shall be open to the public from 6:00 a.m. until 10:00 p.m., except as otherwise posted, and during emergencies. Park quiet hours are from 6:00 a.m. to 8:00 a.m. No overnight camping allowed.
2. The following activities are **prohibited** in the park:
 - a. To engage in any brawling or fighting, or to engage in offensive, obscene, abusive, boisterous or noisy conduct or to engage in offensive, obscene, or abusive language tending reasonably to arouse alarm, anger, or resentment in others.
 - b. To display or to have in one's possession glass bottle containers.
 - c. To use or have in one's possession alcoholic beverages in containers larger than two liters.
 - d. To be in possession of or under the influence of any drug which is in violation of federal or state law.
 - e. To burn or otherwise dispose of garbage, refuse, or trash of any kind except to dispose of the same in receptacles provided for that purpose. Only garbage, refuse, or trash generated at the park is allowed to be disposed of in the receptacles provided.
 - f. To dispose of cut grass, tree trimmings, or personnel property on the park grounds.
 - g. To operate or park any motor vehicle within the boundaries of the park except upon designated roads or parking areas.
 - h. To operate any vehicle in a reckless manner or at a speed in excess of the posted speed limit. (10 mph)
 - i. To cut, damage, or remove trees, shrubs, plants, and other vegetation.
 - j. To hunt or disturb wildlife.
 - k. To deface, damage, or remove any park property.
 - l. To wash dishes in park buildings.
 - m. To clean fish in park buildings, other than the designated fish cleaning station.
 - n. To discharge wastewater or sewage onto park property.
 - o. To use, point, discharge or display uncased firearms or other dangerous weapons including explosives, air guns, slingshots, traps, seines, nets, bows, and arrows.
 - p. To place picnic tables in the lake.
 - q. To be present in the park outside park open hours.
 - r. To be in violation of park quiet hours.
3. Vehicles with boat trailers must park in the boat trailer parking lot. Vehicles without trailers must park in the non-boat trailer parking lot. Units parked in the incorrect area may be cited and towed at the vehicle owner's expense.
4. The loading/unloading zone has a maximum parking time limit of 10 minutes. Vehicles in violation of this ordinance may be cited and towed at the vehicle owner's expense.
5. The boat slips have a maximum docking time of 1 hour. Watercraft in violation of this ordinance may be cited at the watercraft owner's expense. All watercraft must be removed from the slips before the park closes at 10:00 p.m. No overnight dockage of watercraft.
6. Pets are welcome in Byllesby Park, as long as they are kept on a leash six feet or shorter and are personally attended at all times. Only Certified Service Animals are allowed in buildings and designated swimming areas. All droppings must be picked up and disposed of. Pets shall not deprive or disrupt the enjoyment or use of the park by others.
7. Horses are restricted to the roadways and designated parking areas. All droppings must be picked up and removed.
8. Fires are allowed in grills only. Open campfires are prohibited.

9. Any person who violates this ordinance is guilty of a misdemeanor, and subject to immediate removal from the park.
10. This ordinance will take effect upon Goodhue County Board approval and replaces all previous versions of said Ordinance.

The park belongs to you. Please treat it with respect and help us to protect it by following the rules.


Dated this 01 day of JUNE, 2021.

GOODHUE COUNTY BOARD OF COMMISSIONERS

By: 

Brad Anderson, Chair
Goodhue County Board of Commissioners

ATTEST:

By: 

Scott Arneson
County Administrator



Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Byllesby Park Reservation Process

Date: 04 Apr 22

Summary

Staff is working with Dakota County to develop a reservation process for the pavilion and picnic shelters at Byllesby Park.

Background

It is anticipated that Dakota County's reservation staff will be handling reservations for the Byllesby Park pavilion and picnic shelters. Links on the Goodhue County website will direct visitors to Dakota County's reservation system to make a reservation. Dakota County's maintenance staff will be posting the reservations when they are doing routine cleaning, as they would for their own facilities.

Public Works staff will walk through some example documents that Dakota County has sent to show what a park visitor may receive when making a reservation.

Some things to consider:

- How we will handle maintenance issues (plugged or overflowing toilets, etc.)?
- Who will respond to these issues?
- Items we want to give Dakota County authority to approve (bounce houses, tents, food trucks, etc.).
- Stanton Township is looking to approve alcohol consumption in groups of 50 or more, gatherings of 100 or more, and temporary sales of products or food.
- Reservations would officially start at 10:00 AM – anything before that is available, but not guaranteed that the building will be clean and ready.
- Food truck parking map.
- Approved locations for tents, bounce houses, etc.
- Drop-off area for large events at the pavilion.
- Overflow parking layout. Current capacity in two existing smaller picnic shelters is 30 each, and the larger shelter can hold up to 60. If these were at full capacity, they could potentially take up 50 parking stalls. We currently have 86 parking stalls. If the pavilion was at full capacity, those visitors could take up an additional 62 stalls. That is a shortage of 26 parking stalls and does not

take into account other people using the beach, picnic areas, trails, playground, or boat ramp. Do we provide designated parking for the pavilion when there is an event?

- Should we allow candles?
- We do not allow open fires, so we will need to change that wording.
- Smoking and alcohol restrictions.

Lakeside Shelter

Lake Byllesby Regional Park

7650 Echo Point Rd
Cannon Falls, MN 55009



Amenities:

- Electricity
- Drinking fountain/jug filler (In April and October, water may not be available)
- 13 picnic tables
- Charcoal grills—3 small sized
- Portable toilets
- Fire Ring
- Playground
- Free parking

Policies/FAQs:

Accessibility: Shelter is accessible to people with varying degrees of abilities. Persons with limited abilities are encouraged to contact Dakota County Parks office at: 952-891-7000 for more information.

Alcohol: Beer and wine for personal consumption are permitted in picnic areas only. Consumption of any alcoholic beverage is not permitted on roadways or in parking lots. Kegs, barrels, case lots and other bulk quantities of alcoholic beverages are not permitted in the park. Hard liquor and controlled substances of any kind are prohibited.

Cancellations/Refunds: With 14 or more days in advance, 50% of the rental fee is refunded. For less than 14 days notice, no refund is available.

Catering: If you are planning to have your event serviced by a professional caterer, you should inform the caterer of the distance and accessibility of the service area from the parking lot prior to the event. Catering vehicles must remain in the parking lot.

Cleanup: Please return the picnic shelter and grounds to pre-use condition including returning all picnic tables to their pre-use location, removing all temporary signs, raking or sweeping up any piñata fragments, etc. Use the Picnic Shelter Self-Checkout Form as a guide to all cleanup responsibilities.

Emergencies: For emergencies or to contact Park Patrol, dial 9-1-1. For non-emergencies, issues with the facility (power outage, etc.) and all other inquiries, first call the Lebanon Hills Visitor Center: 651-554-6530. If after-hours, please call the Parks 24 Hour Facility Assistance Line at: 651-438-4388.

Fires: Fires are permitted in park provided designated rings only. Portable fire rings or other portable devices are not permitted. Fire must be attended at all times and fully extinguished before leaving the area. Firewood must be purchased through Dakota County Parks or an approved Minnesota Department of Natural Resources (MN DNR) firewood vendor. More information [here](#).

Grills: Various sized charcoal grills are available for use near all picnic shelters. Leave hot coals to cool in the grill. Do not attempt to clean the grill and empty coals in a nearby trash can or dumpster. You may bring additional charcoal or gas grills for use in designated picnic areas.

Music: Amplified music or public address (PA) systems must be kept at a reasonable volume and music must be family friendly.

Parking: Parking is free. Overnight parking is not allowed. Park visitor vehicles must leave by 10 p.m. Motorized vehicles are only allowed on roadways and in parking lots.

Pets: Pets must be on a leash at all times and may not be tethered to any tree, plant, sign or any park structure. Pet waste must be removed.

Reservations: The Facility Use Permit entitles your group to exclusive use of the area noted on the permit during the time indicated. A reserved sign will be posted at the park shelter for your group during your reservation period. Groups may not exceed the capacity level designated for the shelter area. Any use of special equipment or granting of special permission for not-customary activities will be noted on the Facility Use Permit (additional fees may apply). The reservation fee includes normal shelter site in a clean, ready-to-use condition with standard quantities of picnic tables as designated by each shelter.

Rules: It is the permit holder's responsibility to inform group members of the park rules. Selected rules are available here. A full list of park rules is detailed in Park Ordinance 107 which is available online at www.dakotacounty.us or by calling the Dakota County Parks Department at 952-891-7000.

Severe Weather: Picnic shelters are not designated storm shelter areas. Please be informed about severe weather and take steps to maintain personal safety.

Signs & Banners: Temporary signs or banners (directional, decorative, informational) must be free-standing and not affixed in any way to any park picnic shelter or park feature (bench, tree, etc.) All signs and banners must be removed by the end of the rental period.

Tarps/Tents/Canopies: Because of underground utilities, the use of tarps, tents and canopies is by Special Use Permit only. Locations for staked tarps, tents and canopies must be approved by park staff in conjunction with a shelter reservation by way of a supplemental Special Use Permit. Additional fees apply.

Tobacco: Dakota County Parks are smoke free. Tobacco use is only allowed in parking lots and roadways only.

Trash/Recycling: Bring your own trash bags to collect trash and recycling. For your convenience, dumpster stations, portable totes or cans have been placed near shelter parking lots. You are welcome to dispose your collected trash and recycling in the proper dumpster, tote or can at the end of your reservation. Overflow trash/recycling should be packed out. Do not leave trash/recycling stacked next to or on top of full dumpsters, totes or cans.

FACILITY SALES RECEIPT



Receipt # 375303
Payment Date: 08/04/2021
Household: 61987

CHEF LUCAS PIZZA
3763 LINDEN LN
EAGAN MN 55123

Dakota County Parks, Western Service Center
14955 Galaxie Avenue
Apple Valley MN 55124
Phone: (952)891-7000

Reservation Updated: Jensen Lake Trailhead, Lebanon Hills Regional Park, Jensen Lake Trailhead

Address: 1350 Carriage Hills Drive, Eagan, MN, 55123
Reserv. Contact: **Chef Lucas Pizza**
Phone Number: **(651)896-7181**
Reserv. Number: 14890
Status: Firm
Anticipated Count: 1

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Tue 08/10/2021 3:00P to 4:00P	0.00	0.00	0.00	0.00	0.00

FACILITY SALES RECEIPT



Receipt # 375303
Payment Date: 08/04/2021
Household: 61987

Facility Comments

Thank you for choosing Dakota County Parks, forever wild. We hope you enjoy your time with us.

This receipt is your reservation confirmation and permit. This permit is only final and approved when you receive a Dakota County Park staff signed version. The permit holder must sign and return this receipt as confirmation to the provisions outlined in this agreement. Once final, please make sure you have your permit with you in physical possession during the rental period.

If you have any questions concerning your reservation, please call 952-891-7000.

IF YOUR GROUP IS TAX EXEMPT: Please return a copy of your Minnesota State Tax Exempt Certificate with your payment.

PAYMENT POLICY: Full rental fee (if applicable) and damage deposit (if applicable) are due at the time of reservation.

INSURANCE POLICY: Proof of insurance (if applicable) specifically name Dakota County as an additional insured on the certificate, due at least 10 business days in advance of event.

Extensive cleaning, damages to Dakota County property, or staying beyond permitted rental time may result in a portion of your deposit being retained. Animals are not allowed in any park building unless the animal has been specifically trained as an aide for the physically impaired. Pets must be on a leash at all times and may not be tethered to any tree, plant, sign or any park structure. Pet waste must be removed. Concessions and items for resale of any kind cannot be sold without permission in writing by the Dakota County Parks Department. Use of tape or other adhesives, nails, tacks, screws or similar articles on ceilings, walls, doors, floors, furniture or other surfaces or park structures, is not allowed. Use of confetti and glitter is not allowed. Dakota County staff must preapprove candles used for decoration. Use of ladders is prohibited.

ALCOHOL: Beer and wine is permitted for personal consumption only (BYOB). No cases, kegs or hard liquor. Alcohol is only permitted in areas designated by this permit.

TOBACCO: Dakota County Parks are smoke free: Smoking is only permitted in parking lots and roadways. Dakota County Park buildings are tobacco free: The use of any tobacco products, including e-cigarettes, is prohibited in all park buildings.

SPECIAL EQUIPMENT: Tents, rental furniture, inflatable bouncy houses and other structures that impact the grounds are permitted by special permission from the Dakota County Parks Department. Extra fees and proof of general liability insurance may apply.

IMPORTANT NUMBERS:

For security issues or emergency situations please call 9-1-1.

For any issues or concerns during your event, please call the Lebanon Hills Visitor Center during business hours. For after-hours concerns, please call the 24-Hour Facility Assistance Line.

Lebanon Hills Visitor Center: 651-554-6530

Visitor Center Hours: Memorial Day â€“ Labor Day (Open Daily 10 AM-8 PM), Labor Day â€“ Memorial Day (Open Daily 9 AM-5 PM, Fridays 9 AM-7 PM)

After-Hours Facility Assistance Line: 651-438-4388 (Available for maintenance emergencies only)

FACILITY SALES RECEIPT



Receipt # 375303
Payment Date: 08/04/2021
Household: 61987

I, THE UNDERSIGNED, ACKNOWLEDGE THAT I HAVE READ THE UNDERSTAND THE PROVISIONS OF THIS AGREEMENT AND AM DULY AUTHORIZED TO REPRESENT THE INDICATED ORGANIZATION'S INTEREST WITH RESPECT TO SUCH AGREEMENT. I FURTHER DECLARE THAT I AM AT LEAST 18 YEARS OF AGE.

Permit Holder Signature _____

Today's Date _____

Please print, scan and email the signed copy to the Park Reservations Specialist:
kaylene.retka@co.dakota.mn.us
Or mail the signed copy by US Post to:

Dakota County Parks Department
Attention: Kaylene Retka
14955 Galaxie Avenue
Apple Valley, MN 55124

DAKOTA COUNTY PARKS DEPARTMENT AUTHORIZATION

Dakota County Parks Department Signature _____

Today's Date _____

NOT VALID without signed approval of designated Dakota County Parks Department representative.

Misc. Maint. Comments: _____
Food truck for 8/10 Jensen Shelter reservation. Mobile food unit license and proof of insurance on file.

Processed on 08/04/21 @ 10:17 A by krfi2

Total New Fees	0.00
Discount Applied	0.00
Total New Taxes	0.00
Total Due	0.00
Total Fees Paid	0.00
Total Taxes Paid	0.00
Total Paid	0.00

Household Balance Information

Overall Household Balance Due 0.00

FACILITY SALES RECEIPT



Receipt # 375303
Payment Date: 08/04/2021
Household: 61987

The stipulations of this permit include the INDEMNITY, RIGHT TO RESCIND, EXTRAORDINARY SERVICES and CANCELLATION/REFUND clauses on this permit and all rules and regulations listed in the enclosed materials and Park Ordinance #107.

INDEMNITY CLAUSE. Permit Holder agrees that if insufficient or inadequate insurance is provided, that they will hold Dakota County harmless and indemnify Dakota County from any and all claims, demands and causes of action arising from Permit Holder's use of specified facility or surrounding grounds, including any attorney's fees and costs related thereto to the extent permitted by Minnesota law.

INSURANCE CLAUSE. Permit Holder agrees that, if deemed necessary by Dakota County, it will obtain an insurance rider to its General Liability insurance policy to add Dakota County as an additional insured to protect Dakota County from any and all claims, demands, and causes of action arising from Permit Holder's use of the facility or surrounding grounds, including any attorney's fees and costs related thereto.

Permit Holder further agrees that, if deemed necessary by Dakota County, it will provide Dakota County with a Certificate of Insurance evidencing the existence of such coverage and specifically naming DAKOTA COUNTY AS ADDITIONAL INSURED with respect to the use of this facility or surrounding grounds at least 10 days prior to the first day of use. Limits of Liability must be a minimum of \$1,000,000 per occurrence, \$1,000,000/aggregate.

RIGHT TO RESCIND. This permit is issued with the understanding that the group using the facility will abide by Dakota County Park Facility Terms and Conditions, Dakota County Parks Ordinance #107, and the Conditions of Use stated in this permit. Park rules are posted in all parks and Ordinance #107 is available by calling the Parks Office at 952.891.7000 or online at www.dakotacounty.us search on Park Ordinance. The Parks Department reserves the right to rescind this permit at any time.

TRANSFER. Permit Holder cannot assign, transfer or subcontract any space or permit others to use any space without written consent of the County.

RESCHEDULE. Any date changes requested after the permit has been processed will be considered a cancellation and will be subject to the cancellation/refund policy stated below.

EXTRAORDINARY SERVICES. Extraordinary maintenance, patrol or other staff services caused by a group's use of a park area will be charged to the group at an hourly rate to cover labor costs.

CANCELLATIONS/REFUNDS. To cancel your event, call the Dakota County Parks Department at 952.891.7000. Cancellations should be made as soon as possible. Rental fees are refunded according to the following schedule. Payments originally made by credit card will be credited back to the account. Payments originally made by cash or check will be refunded by check.

Dakota Lodge (weekday), Schaar's Bluff Gathering Center (weekday), Retreat Centers, Discovery Room and Picnic Shelters:
21 or more days before rental date.....50% cancellation fee (minimum cancellation fee \$15.00)

Less than 21 days before rental date.....No refund

Damage and Security deposit.....Full refund on all cancellations

Dakota Lodge and Schaar's Bluff Gathering Center (weekends and holidays):

60 or more days before rental date.....50% cancellation fee

Less than 60 days before rental date.....No refund

Garden Plot Rentals - If cancelled before May 1st, 50% refunded. Cancellations May 1st and later: No Refund.

Outdoor Ceremony - No Refund

Damage and Security deposit.....Full refund on all cancellations

Refunds are not issued due to weather conditions unless park is officially closed because of severe, life-threatening weather.

DAMAGE AND SECURITY DEPOSIT. Damage and security deposits (if any) are refunded after the event if there is no damage to the area and if the rental area has been cleaned and restored to its original condition by the end of the rental period. Damage and security deposits originally paid by credit card are credited back to the account. Damage and security deposits originally paid by cash or check will be refunded by check.

WARNING. I acknowledge that a global pandemic has been declared by the World Health Organization for COVID-19, an extremely contagious virus, which is believed to be spread mainly from person-to-person contact. I understand that the County has enacted preventive measures to reduce the spread of COVID-19, but because of the nature of the virus, the County cannot guarantee that participants in the Program will not become infected. I acknowledge that I understand the contagious nature of COVID-19 and voluntarily assume the risk that I may be exposed to or infected by COVID-19 by participating in the Program. As

FACILITY SALES RECEIPT



Receipt # 375303
Payment Date: 08/04/2021
Household: 61987

the Permit Holder I acknowledge that I assume responsibility for informing my organization/group of the risk of using the facilities.



SPECIAL USE PERMIT APPLICATION

Instructions: Complete page fully, with all applicable event information

NAME:

ORGANIZATION:

ADDRESS:

PHONE (DAY & EVENING):

EMAIL:

IS YOUR EVENT
COMMERCIAL(FOR PROFIT):
 YES NO

IS YOUR ORGANIZATION TAX
EXEMPT? (ST3 REQUIRED):
 YES NO

EVENT NAME/TITLE:

EVENT DATE(S):

SETUP START TIME: ACTUAL EVENT TIME: END TIME:

PARK LOCATION OR REGIONAL TRAIL:

EVENT/ACTIVITY DESCRIPTION:

TOTAL NUMBER OF PEOPLE
(PARTICIPANTS AND SPECTATORS):

ARE YOU CHARGING A
PARTICIPATION OR SPECTATOR FEE?: YES NO

PARKING REQUIREMENTS:

SIGNAGE PLAN:

FOOD/ALCOHOL PLAN:

ADDITIONAL FURNITURE/EQUIPMENT:

If your event includes multiple days and/or varying times, please attach a schedule.

ADDITIONAL INFORMATION REQUIRED FOR PERMIT APPROVAL:

- Signed permit agreement
- Certificate of Insurance (if requested) naming Dakota County as an additional insured
- Certificate of Tax Exemption (ST3) if tax exempt organization



SPECIAL USE PERMIT APPLICATION

OFFICE USE ONLY:

DATE OF PERMIT REQUEST:

SPECIAL USE PERMIT FEE(S):

ADDITIONAL FEES (PORTABLE TOILET, DUMPSTER, STAFF, ETC):

DAMAGE & SECURITY DEPOSIT: YES NO

LIABILITY INSURANCE REQUIRED? YES NO

EVENT TYPE: BIKE DEMO COMMERCIAL USE COMMERCIAL FOOD/BEVERAGE
 EDUCATIONAL USE EVENT NATURAL RESOURCES

PARK MANAGER COMMENTS:

APPROVED BY:

Fees:

Empire Lake Shelter reservation: \$160 plus tax

Amphitheater reservation: \$100 plus tax

Special use permit fee: \$300 plus tax (151 – 300 people)

Special equipment fee: \$50 plus tax

Refundable damage deposit: \$150

Food & Beverage:

Food may be provided on your own or catered. Food trucks are allowed to cater in our park areas, but they must provide us a copy of their State-issued mobile food unit license and carry \$1 million in insurance. Insurance must name Dakota County Parks as an additional insured. These items can be submitted to parks@co.dakota.mn.us. We then issue them a no-cost special use permit indicating where they can park onsite at the facility

Special Equipment (tents, bounce houses, etc.):

Any special equipment must be approved prior to the event. A certificate of insurance naming Dakota County as an additional insured must be provided by the rental company. Stakes can be used in some locations; weights are preferred. The equipment rental company must arrange for a utility locate with Gopher One prior to using and stakes. Equipment must be setup and taken down within your rental time. Use of inflatables by minors must be supervised by an adult (18 years or older) at all times.

Amplified music:

Amplified music is permitted but must not impact other park users. Volume must be kept at a reasonable level and Dakota County Parks staff reserves the right to require volume levels be reduced at their discretion. Any music must be family friendly.

Parking:

Carpooling is strongly encouraged. All cars must be parked in the parking lot. Parking is shared with general use park patrons. Parking along entrance roads or other areas is prohibited. Motorized vehicles are not allowed on park trails unless authorized by permit.

Additional info:

- Parks remain open to the public. Permit holder does not have exclusive use of parking lot, trails or restroom facilities.
- Site must be returned to pre-event condition which includes hauling all trash and recycling onsite to trash/recycling containers
- All event signage must be free-standing and not stapled or affixed to park trees, signs or structures.
- Painting is not allowed on asphalt, concrete, paver or dirt trails
- Permit holder and participants must leave park by 10:00 PM

Lebanon Hills Regional Park—Jensen Lake Shelter

Food Truck Parking Location



Electricity is available at the picnic shelter

Please allow room for cars to pass

Trash/recycling containers located near



Picnic Shelter Check Out Report

Thank you for choosing Dakota County Parks. We hope you enjoy your time with us. Renters are responsible for leaving the rental facility/area and surrounding grounds in a clean condition. This Check Out Report should be used by the permit holder as a guide for performing all the necessary tasks prior to confirmed check out time. Dakota County Parks are smoke free. Smoking is permitted in parking lots and roadways only

Important Numbers

For maintenance concerns during your event please call the Lebanon Hills Visitor Center during business hours. For after hours concerns please call the After-Hours Facility Assistance Line. For security issues or emergency situations please call 911.

- Lebanon Hills Visitor Center
 - Phone number: 651-554-6530
 - Hours: Memorial Day through Labor Day 9:00 am – 7:00 pm, Labor Day through Memorial Day 9:00 am – 5:00 pm
- After-Hours Facility Assistance Line
 - Phone number: 651-438-4388
 - Available for maintenance emergencies only

Rental Responsibilities

Please return the shelter and surrounding grounds to a ready-to-use condition

- Make sure all picnic tables are returned to Standard setup. See reverse side for standard shelter setups.
- Pick up all trash and recycling from picnic shelter and surrounding area and place in trash/recycling totes behind the picnic shelter. If you move these garbage totes during your event, please place them in their original location.
- Remove all personal items. Remove all temporary signs, stakes, banners, and decorations, including piñata fragments. We recommend customers use a tarp or sheet under piñatas to aid in cleanup.
- Remove all food debris and empty refrigerator and freezer. Wipe down surfaces when necessary. Sweep and mop if needed.
- Close and secure serving window. You may close the serving window by the electronic controls located inside the kitchen. To secure the window simply ensure it is fully closed.
- Turn off all lights, switch is in the kitchen.

- Remove all belongings from serving kitchen.
- Ensure door to kitchen is fully closed and locked.

Standard Shelter Setup

Standard picnic table setup for all picnic shelters. Tables should be spaced 6 feet apart under the shelter roof.

Name of Shelter	Park Location	Number of tables under roof	Number of tables in surrounding lawn
Empire Lake Shelter	Whitetail Woods Regional Park	13	2
North Shelter	Thompson County Park	18	6
Lakeside Shelter	Lake Byllesby Regional Park	10	3
Jensen Lake Shelter	Lebanon Hills Regional Park	12	14
Holland Lake Shelter	Lebanon Hills Regional Park	5	2
West Shelter	Spring Lake Park Reserve	13	6
East Shelter	Spring Lake Park Reserve	5	5
Cannon Shelter	Miesville Ravine Park Reserve	9	0
Archery Shelter	Spring Lake Park Reserve	11	2
Trout Brook Shelter	Miesville Ravine Park Reserve	3	1



Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Byllesby Park & Cascade Message Boards

Date: 04 Apr 22

Summary

It is requested that the Park Board determine a preferred size and layout for message boards at Byllesby Park & the Cascade Canoe & Kayak Launch.

Background

The Park Board discussed the need for message boards at their 11 May 21 meeting. It was suggested that larger boards would be most beneficial, and there was a desire to work with local cabinet makers to build wood message boards instead of using recycled plastic.

One of the Sentenced-To-Service (STS) crew leaders has agreed to help construct message boards for these two facilities.

Welcome to the Cascade Canoe & Kayak Landing

In case of emergency,
please contact the
Goodhue County
Sheriff's Office at
(651) 385-3155

Address:
30060 4th Ave Way
Randolph, MN 55065

11" x 17" site map

11" x 17" Cannon River map

Approx.
40" x 40"
board

11" x 17"
Cascade Rules - English

11" x 17"
Cascade Rules - Spanish

11" x 17"
Cascade Rules - Hmong





Greg Isakson, P.E.
Public Works Director/County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Goodhue County Parks, Trails, and Recreation Advisory Board

FROM: Greg Isakson, Public Works Director

RE: 07 Apr 22 Park Board Meeting
Park Planning Priorities

Date: 04 Apr 22

Summary

It is requested that the Park Board discuss and determine park planning priorities.

Some Options to Consider:

- Nielsen access road and parking lots
- Byllesby berm plantings
- Byllesby fish cleaning station
- Others