



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 29, 2022
9:00 AM

VIRTUAL MEETING OPTION NOTICE.

The Goodhue County Parks, Trails, and Recreation Advisory Board will be conducting a Park Board meeting on April 29, 2022, at 9:00 AM 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/342729589> or by calling 877-309-2073 any time during the meeting. Access Code: 342-729-589

Review And Approve Minutes From Previous Meeting.

Documents:

[04-07-22 PB Minutes_DRAFT.pdf](#)

Review And Approve The Agenda.

Byllesby Park Pavilion Artwork.

Byllesby Park Reservation Process.

Documents:

[Reservation Process Binder.pdf](#)

Park Message Boards.

Documents:

[Message Boards.pdf](#)

Park Planning Priorities.

Documents:

[Park Planning Priorities.pdf](#)

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: April 7, 2022

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

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: Scott Roepke.

Virtual: Todd Greseth, Barbara Pratt, and Mairi Doerr.

Virtual Guests: Gina Johnson and Ken Burns.

Janie Farrar called the meeting to order at 1:05 PM. It was moved by Commissioner Anderson, seconded by Bernie Overby, and carried to approve the December 28, 2021, Park Board Minutes.

It was moved by Commissioner Anderson, seconded by Bernie Overby, and carried to approve the agenda.

Public Works staff provided an update on the Byllesby Park Pavilion & Essential Services Project.

The contractor is proposing working hours of 6:00 AM – 5:00 PM. The Park Board discussed these hours, as they are within the designated quiet hours for the park. They comply with Stanton Township's Park Zone Performance Standards, so the Park Board agreed to allow work to begin at 6:00 AM. The Park Board requested that staff send a letter to the park neighbors, notifying them of the project hours and start date. The Park Board also requested that information be sent to the Cannon Falls Beacon to inform the public about the project and potential impacts to park users this summer.

Staff presented very preliminary drafts for interpretive plaques for the pavilion, created by the architect to spark discussion for this topic. The Park Board suggested more research and potentially creating boards that could be rotated in the pavilion and/or kiosks around the park. Some suggested topics were the history of the dam, the Cannon River, the mills that used to exist along the river, information on Richard Samuelson, more information on the laborers that built the dam, indigenous people, etc. Staff suggested potentially working with Steve Dabelow at the Cannon Falls historical society for more information. Ken Burns also suggested checking the Lbia website for more information. The Park Board suggested creating draft documents to bring to a County Board Committee of the Whole Meeting.

The Park Board discussed potential names for the shelter buildings at Byllesby Park to better identify them in the new reservation system. The picnic shelters will be named the following:

- Beach Shelter – east of the boat trailer parking lot
- Pine Grove Shelter – west of the boat trailer parking lot

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

- Byllesby Dam Shelter – closest to the dam
- Staff will check with Richard Samuelson’s wife, Jerrie, to see if the family has a preference for the pavilion to be called the Richard Samuelson Pavilion, Samuelson Pavilion, etc. The two wings will be identified as East and West.

These names can easily be changed until later this summer/fall when the reservations go live.

The Park Board discussed potential changes to the Byllesby Park Ordinance to better align it with Dakota County’s ordinance. This will help make it less confusing for park visitors that may rent a facility on either side of the lake. It was moved by Commissioner Anderson and seconded by Mike Melstad to:

- add an item to the ordinance under #2 stating “To use tobacco products, including e-cigarettes, in areas other than the parking lots.”
- Modify alcohol regulations to match Dakota County’s rules.

The motion passed, with Commissioner Anderson, Bernie Overby, Mike Melstad, and Janie Farrar in favor; Commissioner Greseth and Barbara Pratt opposed. Roxanne Bartsh and Mairi Doerr had left the meeting just before the vote, at 3:00, as they needed to be at other meetings.

The Byllesby Park reservation process, park message boards, and park planning priorities will be discussed at the next Park Board meeting.

Potential next meeting dates are April 29th at 9:00 or May 4th at 9:00.

It was moved by Mike Melstad, seconded by Bernie Overby, and carried to adjourn the meeting at 3:10 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: 29 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: 29 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: 29 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