



**LE SUEUR COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
June 26, 2018**

1. **9:00 a.m. Agenda and Consent Agenda (5 min)**
RE: June 19, 2018 Minutes and Summary Minutes
RE: Tobacco Licenses:
 1. Froggy's Liquor Store
 2. Little Dandy
 3. Mac's Green Mill Bar
 4. Beer Oil and Tire
2. **9:01 a.m. Casi Story, Introduce 4-H Intern**
3. **9:05 a.m. Pat Simonette and Neil Pekrul (30 min)**
RE: COVIA Annual Reports
4. **9:35 a.m. Tyler Luethje, Parks Director (25 min)**
RE: I&S Update on the Lake Washington Park & Campground
5. **10:00 a.m. Human Resources (5 min)**
6. **10:05 a.m. Cindy Shaughnessy, Public Health (15 minutes)**
7. **10:20 a.m. Darrell Pettis, County Administrator**
RE: CD54
RE: County Ditch Update
RE: Furniture Design Proposal
RE: Transit Update
RE: Broadband Update

8. **10:30 a.m. Dale Korbel, Montgomery Township**
RE: Hazardous Intersection
9. **Commissioner Committee Reports**
10. **Future Meetings**



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 1

9:00 a.m. Agenda and Consent Agenda (5 min)

RE: June 19, 2018 Minutes and Summary Minutes

RE: Tobacco Licenses:

- 1. Froggy's Liquor Store*
- 2. Little Dandy*
- 3. Mac's Green Mill Bar*
- 4. Beer Oil and Tire*

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting June 19, 2018

The Le Sueur County Board of Commissioners met in regular session on Tuesday, June 19, 2018 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Lance Wetzel, John King, Dave Gliszinski and Steve Rohlffing. Joe Connolly was excused. Also present were County Administrator Darrell Pettis and County Attorney Brent Christian.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the agenda for the business of the day.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved the consent agenda:

1. Approved the June 5, 2018 County Board Minutes and Summary Minutes
2. Approved the June 12, 2018 Board of Equalization Minutes and Summary Minutes
3. Approved tobacco licenses for :
 - Davis Marketplace
 - Dollar General Store #14798
 - Vet's Oil Co. Inc.
 - Kamp Dels, Inc.
 - Scoops Liquor
 - Denny's Bar, Inc.
 - The Pit Stop
 - J& L Bottles Inc
 - Radermakers Food of Le Center and Le Sueur
 - Ag Partners/Genesis

On motion by Gliszinski, seconded by Rohlffing and unanimously approved, the Board approved the Human Services claims:

Financial: \$ 42,128.83
Soc Services: \$ 243,122.90

Sue Rynda, Human Services Director, appeared before the Board to give the monthly Human Services Report. This presentation covered Finance, Income Maintenance, Child Support, Family Services, and Mental Health.

Jim McMillen appeared before the Board with two items for approval.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved a plan to continue using the current radio tower with a fiber connection to support radio connection at the upcoming Justice Center.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved a Telecommunications Proposal and Service Agreement with Jaguar Communications.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved the purchase of eleven VIA-Campus Wireless Presentation and Collaboration Devices from Tierney in the amount of \$18,689.

Dave Tiegs, Highway Engineer appeared before the Board with several items for discussion and approval.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the 2017 Annual Report.

On motion by Rohlfing, seconded by King and unanimously approved, the Board approved the CR 115 Bridge Deck Repair bid letting date for Friday, August 3, 2018 at 1:00 p.m.

Dave Tiegs introduced the new Assistant Highway Engineer, Nathan Olson.

On motion by Rohlfing, seconded by King and unanimously approved, the Board approved to open a closed meeting to develop an offer to purchase real property, parcel 01.103.7600 per MN Stat. 13D.05 (3) (c) (3).

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved to close the closed meeting.

Cindy Westerhouse, Human Resources Director came before the Board with several items for approval.

On motion by King, seconded by Rohlfing and unanimously approved, the Board approved to grant regular status to Hector Macias, full time Community Service Aide – Interpreter in Human Services, effective June 18, 2018. Hector has completed the six-month probationary period.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved to table a decision to grant regular status to Joshua Mankowski, full time Environmental Planning and Zoning Administrator in Planning and Zoning until after a work session with Joshua and the Board.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to grant regular status to Jose Aguillon, full time Help Desk Supervisor in the Information Technology Department, effective June 11, 2018. Jose has completed the six-month probationary period.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved a wage adjustment for Jose Aguillon, Help Desk Supervisor in the Information Technology Department, Grade 9, Step 4 at \$24.25 per hour to a Grade 9, Step 6 at \$26.04 per hour, effective June 25, 2018.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved to promote Audrey Krenik, full time Agency Social Worker in Human Services, Grade 11, Step

7 at \$30.27 per hour to a Team Lead Social Worker in Human Services, Grade 12, Step 7 at \$32.10 per hour, effective June 25, 2018.

Darrell Pettis, County Administrator appeared before the Board with several items for approval.

On motion by King, seconded by Gliszinski and unanimously approved with Rohlfing abstaining, the Board approved to postpone the July 10, 2018 West Jefferson Assessment public hearing until the State is able to provide the necessary numbers and information for this meeting.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved to acknowledge receiving a repair petition on County Ditch 43 and to hold off on repairs until after a previously approved redetermination of benefits is completed.

There was a discussion on rural tornado siren ownership and maintenance costs. The Board directed staff to gather information to present at a work session in the next few weeks.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with Curb Masters, Inc.

On motion by Rohlfing, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with Pauly Jail.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with Thurnbeck Steel.

On motion by King, seconded by Rohlfing and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with Muska Electric.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with RTL Construction.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with Plexus Company dba Culinex.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the contract with Javens Mechanical.

Board Member Committee Reports:

Commissioner Rohlfing attended a Ray's Lake annual meeting, German-Jefferson fundraiser, MRCI Board Meeting, Board of Equalization meeting, JD15 landowner meeting and a Region Nine board meeting.

Commissioner Gliszinski attended 2 Justice Center meetings, Board of Equalization meeting, and a South Central Work Task Force meeting.

Commissioner King attended a Justice Center progress meeting, Blandin Broadband Grant interview and a Waseca-Le Sueur Library Board Meeting.

Commissioner Wetzel attended a Board of Equalization meeting.

On motion by King, seconded by Gliszinski and unanimously approved, the following claims were approved for payment:

Warrant #	Vendor Name	Amount
50321	Accessibility Design Inc.	\$ 3,465.00
50323	Advanced Correctional Healthcare Inc.	\$ 2,366.01
50325	Ag Partners Coop	\$ 3,121.80
50330	Beehive Industries	\$ 3,600.00
50335	Blahnik, Prchal & Stoll	\$ 3,587.90
50338	Bolton & Menk Inc.	\$ 16,861.50
50344	Christian, Keogh, Moran & King	\$ 3,789.05
50375	I & S Group Inc.	\$ 15,040.00
50381	Johnson Aggregates	\$ 10,227.65
50391	Richard Lea	\$ 3,172.50
50396	Mariska Enterprises	\$ 6,984.00
50405	Minn St Admin ITG Telecom	\$ 5,140.00
50413	Anthony Nerud	\$ 3,675.12
50423	Paragon Printing & Mailing Inc.	\$ 5,648.11
50439	S.E.H. Inc.	\$ 12,775.50
50442	S.M.C. Co. Inc.	\$ 9,404.37
50448	Summit	\$ 8,695.26
50449	Syntax Inc.	\$ 3,485.58
50450	Thomson Reuters	\$ 2,061.24
50463	Waseca Co Hwy Dept	\$ 3,181.63
50468	Wondra Automotive Inc.	\$ 2,289.03
50473	Zimmerman Tiling & Excavating LLC	\$ 6,210.00
131	Claims paid less than \$2,000.00:	\$ 45,290.04
22	Claims paid more than \$2,000.00:	\$134,781.25
153	Total all claims paid:	\$180,071.29

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board adjourned until Tuesday, June 26, 2018 at 9:00 a.m.

ATTEST:

Le Sueur County Administrator

Le Sueur County Chairman

Summary Minutes of Le Sueur County Board of Commissioners Meeting, June 19, 2018

- This is only a summary publication per MN Statutes 375.12 and 331A.01 sub. 10. The complete minutes are on file in the Le Sueur County Administrator's Office at 88 S Park Ave. Le Center, MN and are available at www.co.le-sueur.mn.us.
- Approved the agenda. (Gliszinski-King)
- Approved the consent agenda. (Rohlfing-Gliszinski)
- Approved Human Services claims: Financial \$ 42,128.83 and Soc Services \$ 243,122.90. (Gliszinski-Rohlfing)
- Approved a plan to continue using the current radio tower with a fiber connection to support radio connection at the upcoming Justice Center. (King-Gliszinski)
- Approved a Telecommunications Proposal and Service Agreement with Jaguar Communications. (Rohlfing-King)
- Approved the purchase of eleven VIA-Campus Wireless Presentation and Collaboration Devices. (Gliszinski-Rohlfing)
- Approved the 2017 Annual Report. (Gliszinski-King)
- Approved the CR 115 Bridge Deck Repair bid letting date for Friday, August 3, 2018 at 1:00 p.m. (Rohlfing-King)
- Approved to open a closed meeting to develop an offer to purchase real property. (Rohlfing-King)
- Approved to close the closed meeting. (Rohlfing-Gliszinski)
- Approved regular status to Hector Macias in Human Services. (King-Rohlfing)
- Approved to table a decision to grant regular status to Joshua Mankowski in Planning and Zoning. (Gliszinski-Rohlfing)
- Approved regular status to Jose Aguillon in the Information Technology Department. (Gliszinski-King)
- Approved a wage adjustment for Jose Aguillon in the Information Technology Department to a Grade 9, Step 6. (Gliszinski-Rohlfing)
- Approved to promote Audrey Krenik to a Team Lead Social Worker in Human Services. (Gliszinski-Rohlfing)
- Approved to postpone the July 10, 2018 West Jefferson Assessment public hearing. (King-Gliszinski)
- Approved to acknowledge receiving a repair petition on County Ditch 43 and to hold off on repairs. (Gliszinski-Rohlfing)
- Approved the contract with Curb Masters, Inc. (Gliszinski-King)
- Approved the Board Chair to sign the contract with Pauly Jail. (Rohlfing-King)
- Approved the contract with Thurnbeck Steel. (Gliszinski-King)
- Approved the contract with Muska Electric. (King-Rohlfing)
- Approved the contract with RTL Construction. (Gliszinski-Rohlfing)
- Approved the contract with Plexus Company dba Culinex.
- Approved the contract with Javens Mechanical. (King-Gliszinski)
- The following claims were approved for payment: (King-Gliszinski)

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22	Claims paid more than \$2,000.00:	\$134,781.25
153	Total all claims paid:	\$180,071.29

•Adjourned until Tuesday, June 26, 2018 at 9:00 a.m. (Gliszinski-Rohlfing)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 2

9:01 a.m. Casi Story, Introduce 4-H Intern

Staff Contact: Casi Story, Extension



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 3

9:05 a.m. Pat Simonette and Neil Pekrul (30 min)

RE: COVIA Annual Reports

Staff Contact:



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 4

9:35 a.m. Tyler Luethje, Parks Director (25 min)

RE: I&S Update on the Lake Washington Park & Campground

Staff Contact:



2018 LAKE WASHINGTON REGIONAL PARK + CAMPGROUND MASTER PLAN

LE SUEUR COUNTY, MINNESOTA // JUNE 27, 2018

ISG

ACKNOWLEDGMENTS

Thanks to the following agencies and individuals for their support and involvement in the Lake Washington Regional Park and Campground Master Planning Project:

LE SUEUR COUNTY

Tyler Luethje, Parks Director

LE SUEUR COUNTY COMMISSION MEMBERS

District 1: David Gliszinski

District 2: Joe Connolly

District 3: John King

District 4: Lance Wetzel

District 5: Steven J. Rohlfig

TASK FORCE MEMBERS

John King, County Commissioner & Le Sueur County Parks Board Member

Steve Rohlfig, County Commissioner & Le Sueur County Parks Board Member

Charles Richter, Le Sueur County Parks Board Member

Larry Maruska, Le Sueur County Parks Board Member

Mike Schultz, Le Sueur County Parks Board Member

Brigid Tuck, Le Sueur County Parks Board Member

Mark Volkenant, Le Sueur County Parks Board Member

Sue Holicky, Campground Caretaker

Tom Holicky, Campground Caretaker

Jim Folden, Lake Washington Improvement Association President

LE SUEUR COUNTY PARKS BOARD MEMBERS

Larry Maruska, Chairman

Mike Schultz, Vice-Chairman

Brigid Tuck, Secretary

John King

Charles Richter

Steve Rohlfig

Mark Volkenant

PROPOSER AND IMPLEMENTING AGENCIES

MINNESOTA DEPARTMENT OF NATURAL RESOURCES:

To work with citizens to conserve and manage the state's natural resources, to provide outdoor recreation opportunities, and to provide for commercial uses of natural resources in a way that creates a sustainable quality of life.

LAKE WASHINGTON IMPROVEMENT ASSOCIATION:

To create and/or maintain a Lake Washington environment to the advantage of Association members, lake residents and users.

NEY ENVIRONMENTAL EDUCATION FOUNDATION GROUP:

To manage and protect the Ney Wildlife Preserve through education and interaction with the natural world.

PLANNING TEAM

ISG

115 East Hickory Street, Suite 300

Mankato, MN 56001

507.387.6651

is-grp.com

CONTACT

For more information on this plan, contact:

Tyler Luethje

Parks Director

Le Sueur County

507.357.8201

tluethje@co.le-sueur.mn.us

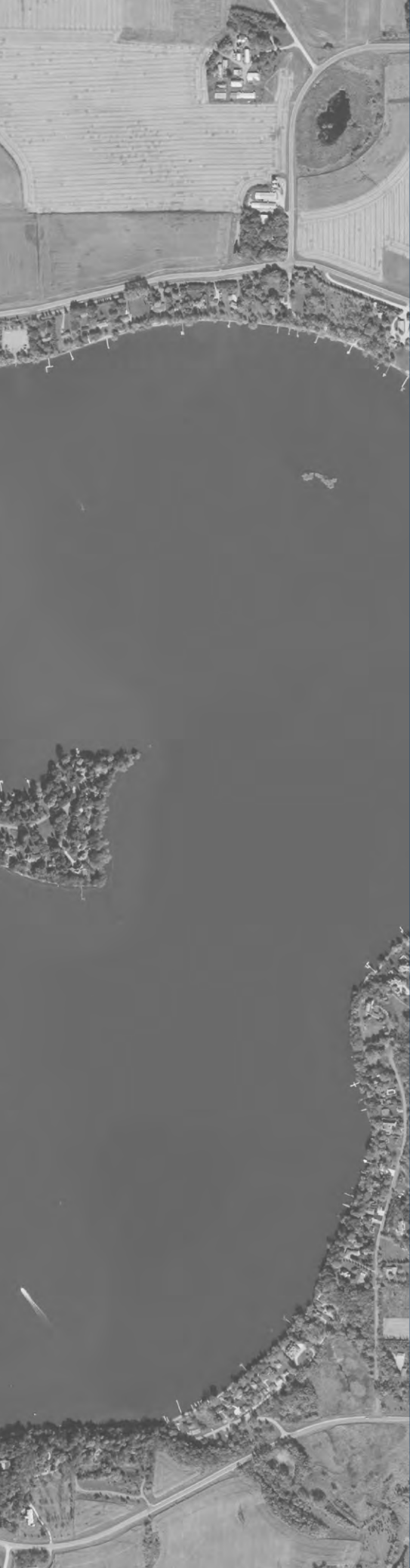


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APPENDICES

Appendix A - Master Plan Graphic

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INTRODUCTION

BACKGROUND

Located in Southern Minnesota, Lake Washington Regional Park and Campground is in Kasota Township at the northwest corner of Lake Washington in Le Sueur County. Lake Washington Regional Park and Campground provides a natural resource-based setting and numerous outdoor recreation facilities and activities that allow visitors to experience the outdoors. This Park draws visitors from a wide region in southern Minnesota. It has a close proximity to Sakatah Singing Hills State Trail, Minneopa and Sakatah Lake State Parks, and the communities of St. Peter and Mankato, among others. This Park offers a variety of natural settings and is located on the shore of Lake Washington.

HISTORY

Le Sueur County is named after the Great French Explorer, Pierre Charles Le Sueur, who traveled up the St. Peter's River, now known as the Minnesota River, in 1700. The county seat of Le Sueur County is Le Center.

The closest large cities this Park serves are Mankato (population 39,309) and St. Peter (population 11,196). Other small cities nearby include Cleveland, Kasota, Eagle Lake, and Madison Lake. Le Sueur County population is 28,111. Mankato is the fourth largest city in Minnesota outside of the Minneapolis/Saint Paul metropolitan area. Mankato is the Blue Earth County seat, which is located along a large bend of the Minnesota River at its confluence with the Blue Earth River.

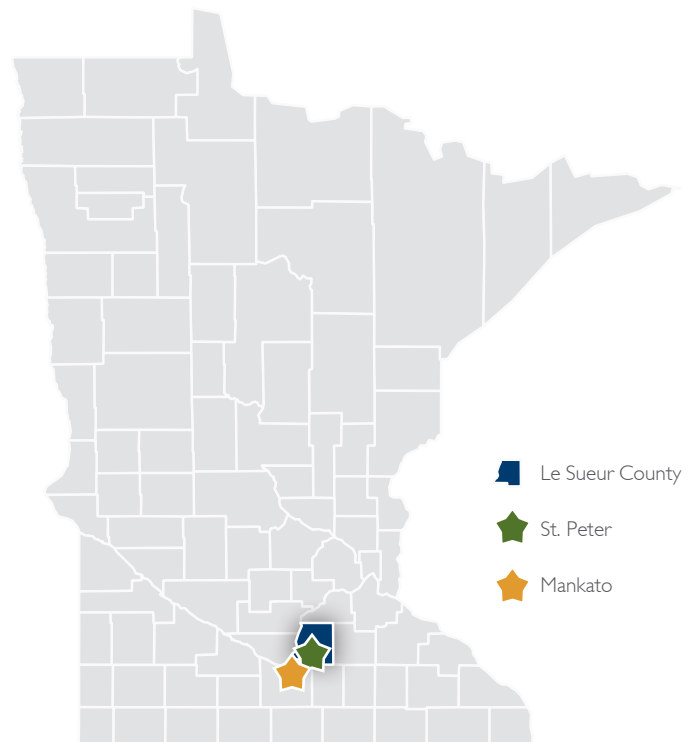
Besides the lake homes on Lake Washington, the area is predominantly agricultural land with corn and soybean crops. During the 1970's, residential development was beginning to take over much of the lakeshore along Lake Washington. Hoping to preserve the little remaining undeveloped land along the lake, the County purchased land from two separate farm families with the intention of providing a public Park for the enjoyment of everyone in the area. In 1971, Le Sueur County formally established Lake Washington Park with the purchase of 111 acres from the Theresa Baur Estate. In 1978, a second piece of adjoining property totaling 52.81 acres was purchased from the estate of Garvin Lurth and added to the Park. Together, these two properties total **166.81 acres** with nearly one mile of lakeshore along Lake Washington.

With federal, state, and county support and assistance, a headquarters building was built in 1979, and it is now known as the Community Center Building.

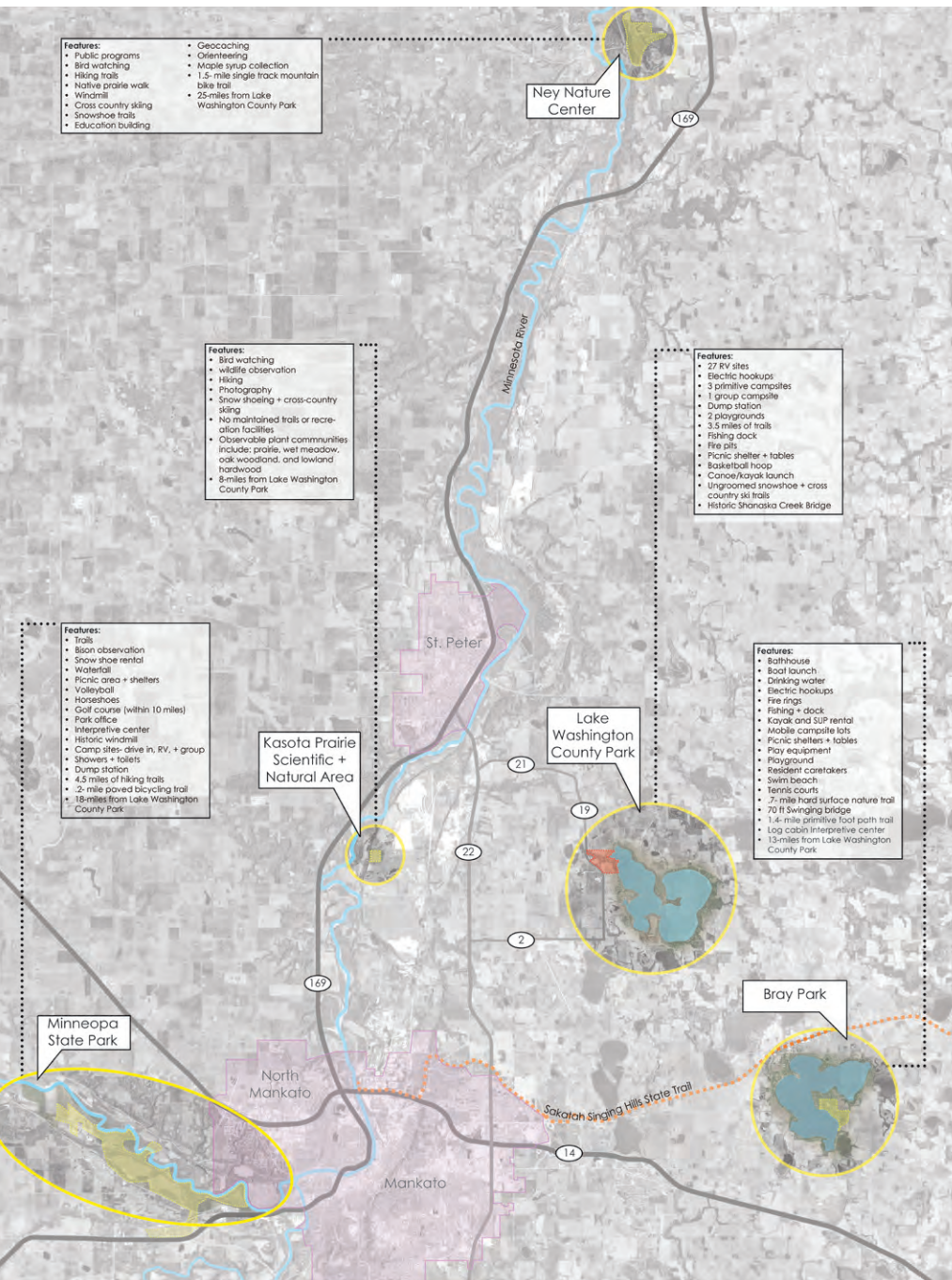


TOTAL PARK AREA - 166 ACRES

ONLY PUBLIC PARK ON LAKE WASHINGTON
COUNTY POPULATION: ~28,111



SETTING AND REGIONAL CONTEXT



STATE

Lake Washington Regional Park and Campground is located near the Mankato and North Mankato Metropolitan Area and the City of Saint Peter. Together, these areas support a rapidly growing population currently estimated at 97,204.

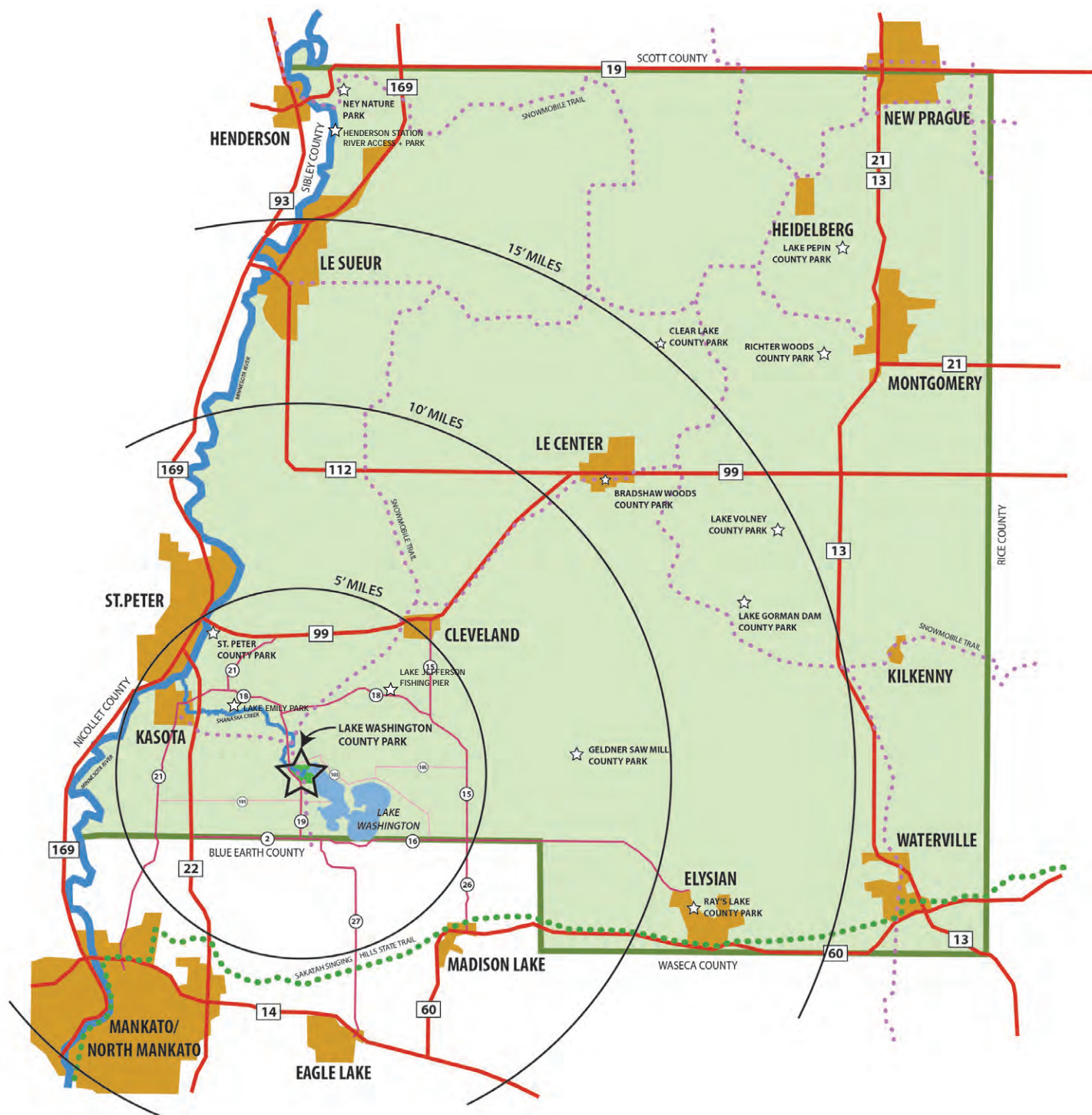
REGION

There are 11 county Parks in Le Sueur County, and many public accesses to numerous surrounding lakes and the Minnesota River (see next page). Some of the accesses belong to the Minnesota Department of Natural Resources with the balance controlled by Le Sueur County.

SITE

Lake Washington Regional Park and Campground is the only public park on Lake Washington lake frontage. There are two boat accesses on the lake. One on the west side of the lake next to Westwood Marina, and the other on the North Side of the lake off of County Road 103. The lake is also home of Camp Patterson, a private camp, that has provided a lake experience for young boys and girls since 1923 and is run by the Kiwanis Club of Mankato.

Lake Washington Regional Park and Campground is open year round, 7 days a week from 6:00 a.m. to 10:00 p.m. The main access and exit serving the Park is County Road 103. The Park road is plowed during the winter months to make the Park accessible to cross country skiing and snow shoeing user groups. A caretaker lives on the property during the summer months to provide additional security and staffing at the campground.



LE SUEUR COUNTY PARKS

There are several County Parks within Le Sueur County including:

- Bradshaw Woods Park
- Clear Lake Park
- Geldner Saw Mill Park
- Henderson Station River Access + Park
- Lake Emily Park
- Lake Gorman Dam Park
- Lake Jefferson Fishing Pier
- Lake Pepin Park and Public Access
- Lake Volney Park
- Lake Washington Regional Park and Campground
- Ney Nature Center
- Ray's Lake Park
- Richter Woods Park
- St. Peter Park



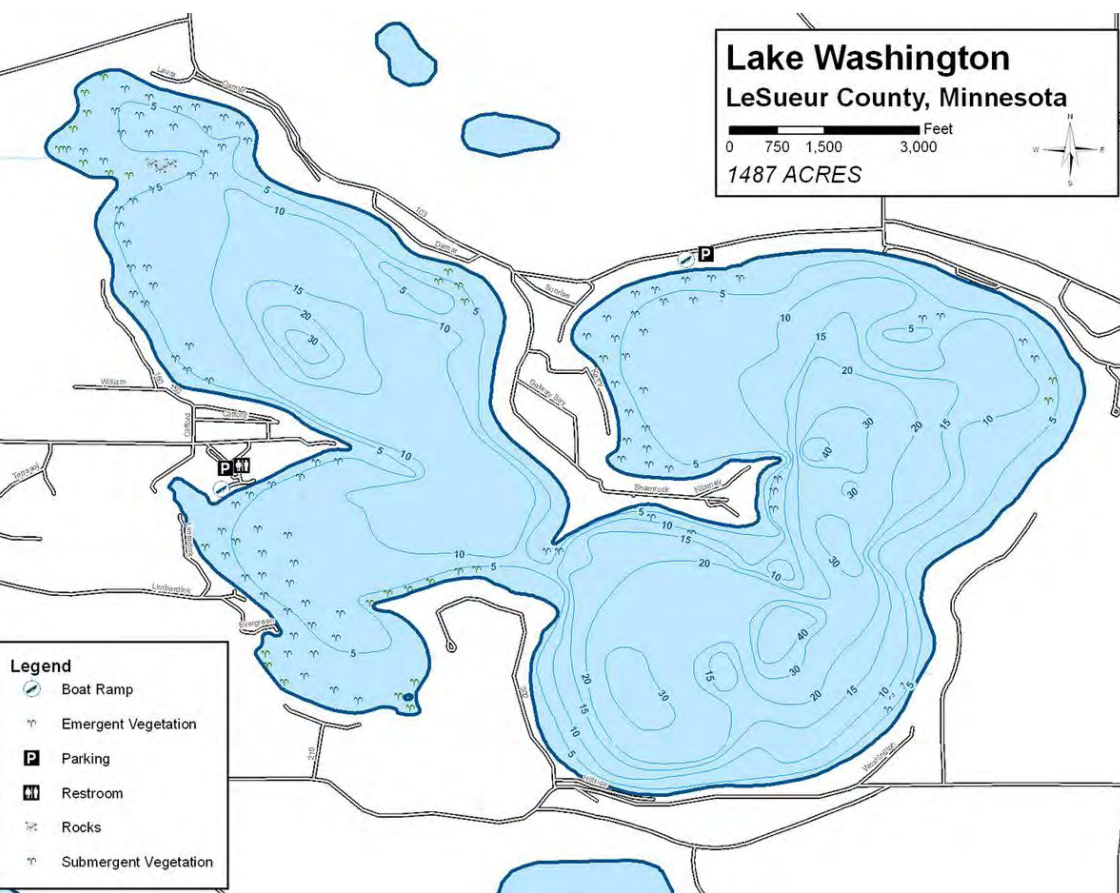
View of Lake Washington from within the Park.

LAKE WASHINGTON

Lake Washington is located primarily in Le Sueur County, with a small part of the lake in Blue Earth County. The lake is one of the largest in southern Minnesota at 1,487 acres with 13.2 miles of shoreline. Lake Washington is adjacent to 450 homes. Approximately 80 percent of the residents live on the lake full time. Fishing and water sports are major activities on the lake. Lake Washington is known by fishermen to have the following fish:

- Crappies
- Bass
- Northern Pike
- Walleye

There are two public access ramps on the lake for launching boats.

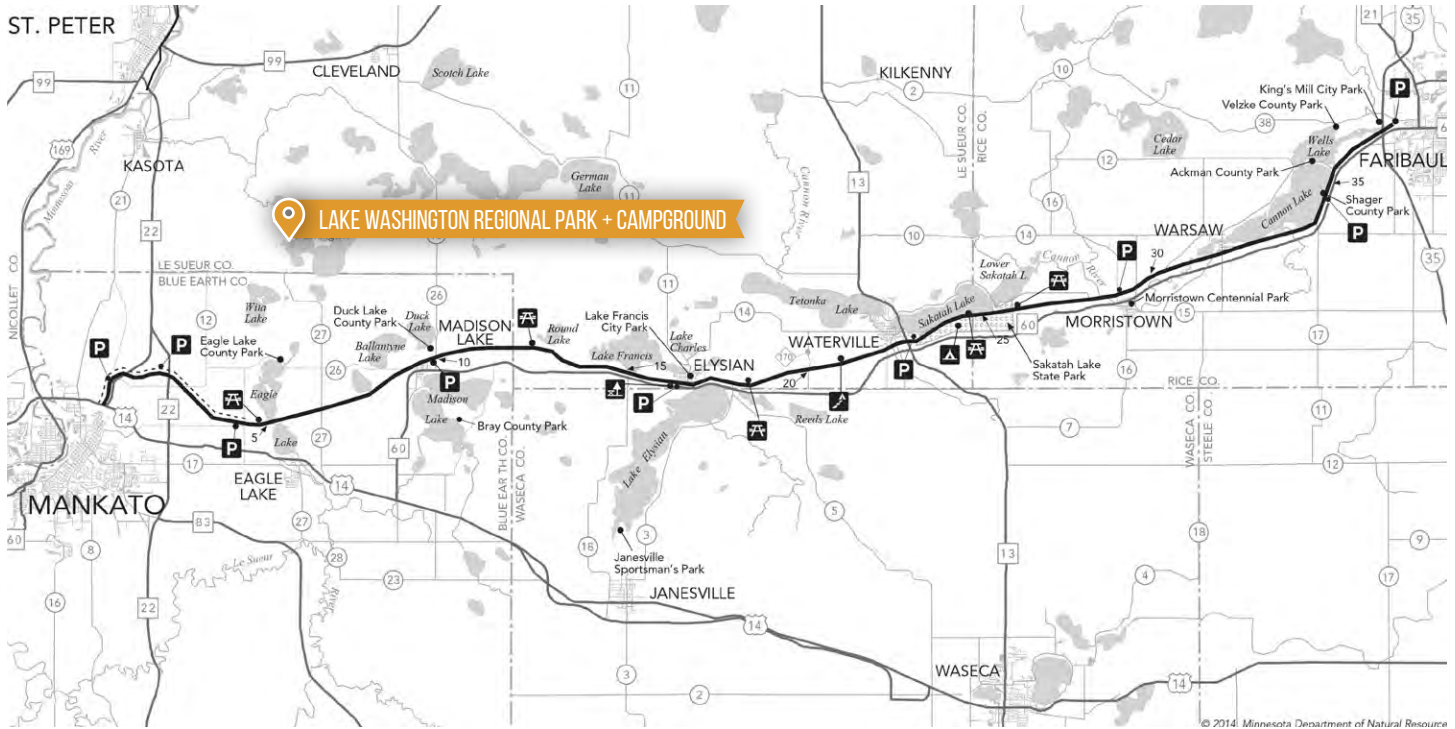


Lake Washington Map (Source: Minnesota Department of Natural Resources).

80% OF RESIDENTS LIVE ON THE LAKE FULL TIME // 450 HOMES // 13.2 MILES OF SHORELINE

STATE TRAILS AND PARKS

Lake Washington Regional Park and Campground is located within 15 miles of Minneopa State Park and is just over six miles from the Sakatah Singing Hills State Trail. Lake Washington Regional Park and Campground complements recreational opportunities in the region, especially the Sakatah Singing Hills State Trail because of the recreational use and camping amenities for those who use the Trail. Future plans for Lake Washington Regional Park and Campground include connecting the Park to the trail with bike routes. Located on a converted rail-trail, the Sakatah Singing Hills State Trail offers 39 miles of paved trail between Mankato and Faribault. The trail is available for bicycling, hiking, in-line skating, horseback riding, snowmobiling, and cross-country skiing.



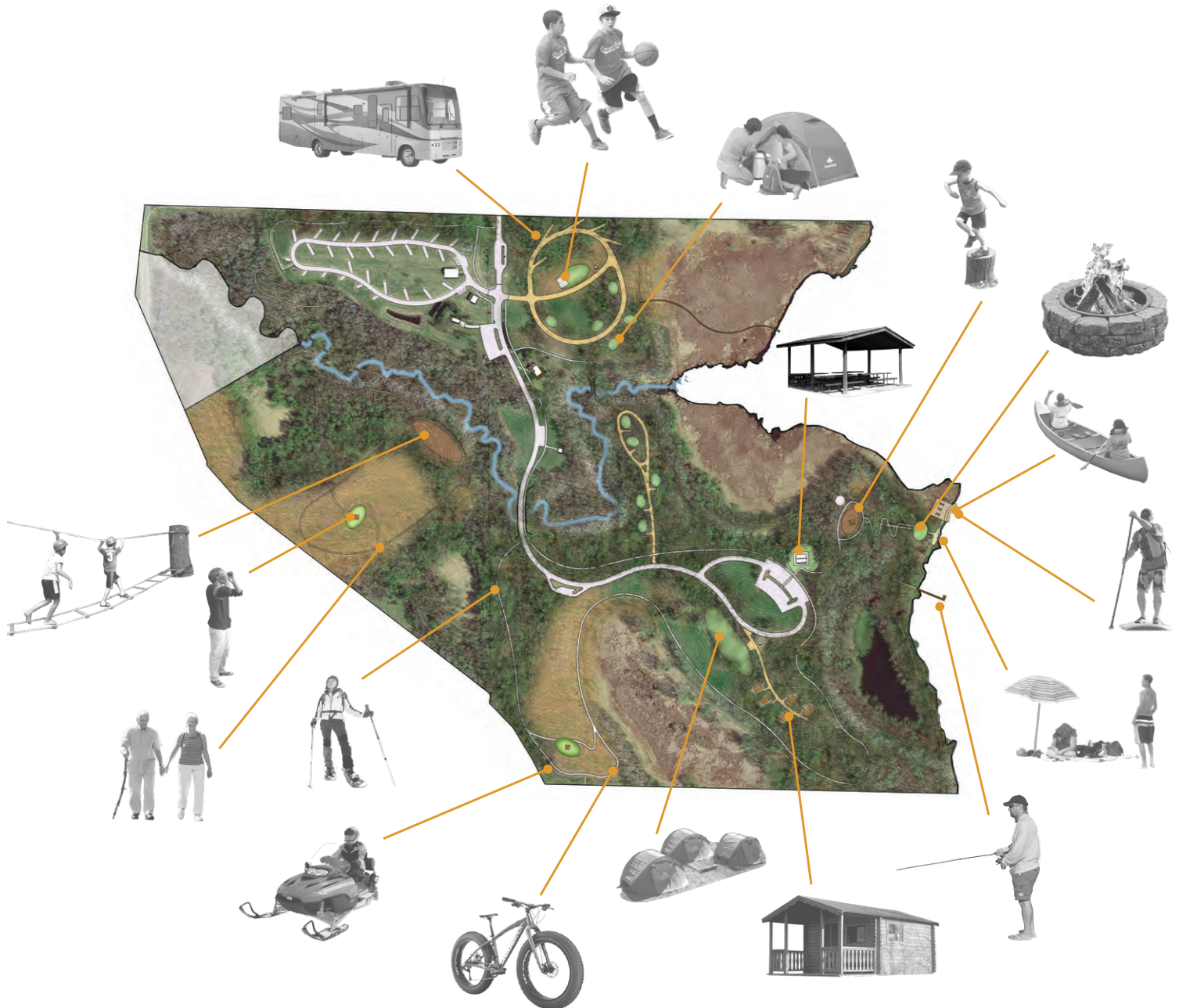
Sakatah Singing Hills State Trail (Source: William Wesen Appraiser).

LAKE WASHINGTON IS THE LARGEST LAKE IN SOUTHERN MINNESOTA

PARK PROGRAMMING

Currently all trails are self-guided and there are no formal program offerings at the Park. The County provides programming at the Ney Nature Center in cooperation with the Ney Nature Center staff and its Board of Directors.

Future programming at Lake Washington Regional Park and Campground will be based off of the highly successful events provided by Ney Nature Center but tailored to the specific natural features of the Park. Some programs may include tree identification, geocaching, bird watching, summer day camps, canoeing, snow shoeing and skiing events, as well as others that will include children and adults, especially those camping at the Park. The following page identifies programming opportunities for Lake Washington Park and Campground.



As a programming plan and schedule are developed, it will be necessary to promote the offerings to visitors and potential visitors to grow the number of users at the Park. Each of the offerings should be promoted in a variety of ways and identified within the marketing plan. The following events and activities have been identified as possible programming additions to the Park.

Develop and promote outdoor recreation and tourism in Lake Washington Regional Park and Campground by providing the following amenities, activities, and programs:

- Canoe and kayak rentals.
- Natural and paved multi-use trails for a variety of users and activities.
- Year round use of trails including dedicated snowshoe trails and cross country ski trails.
- Select weekends for themed camping with appropriate staff or vendors brought in to run programs.
- Family Weekend: Work with Ney Nature Center and other vendors to create a number of activities that appeal to an entire family for a weekend.
- Outdoor Skills and Survival Camping: Work with Ney Nature Center to provide an outdoor survival and skills program that is suitable to children and families staying in the campground.
- Develop relationships with instructors who provide fitness programs and classes, then offer select weekends dedicated to fitness for Park guests. Programs could include "sunrise or campground yoga," "Fitness in the Parks," "Group Trail Runs," or a number of other programs or topics.
- Establish relationships with area groups or businesses looking to fundraise or sponsor events that could become annual activities. Ideas would include hosting 5K's within the Park, youth or family fishing events from shore, and a number of other smaller family friendly events such as barbecue contests or cookouts, car shows, etc.
- Work with outside vendors to bring in equipment for family fun water activities; possibilities include canoe, kayak, stand up paddleboard rentals and demonstrations.
- Continue developing relationships with schools, environmental groups, non-profits, and other organizations to host celebrations, fun days, service learning days, and other activities within the Park.
- Offer environmental education programs with Ney Nature Center staff including themed hikes such as bird or tree identification, geocaching, snowshoeing; youth or family programs dedicated towards things like maple syrup, archery, kayaking, and exploring nature.

VISION, TRENDS AND PUBLIC VALUES

DEMOGRAPHICS

The population data for Le Sueur County are from the Census' American Community Survey 2016, five year estimates and the Census 2017 Population Estimates. With 28,111 people, Le Sueur County is the 38th most populated County in the state of Minnesota out of 87 Counties.

The largest Le Sueur County racial /ethnic groups are White (91.8%) followed by Hispanic (5.6%) and a combination of other groups (1%).

RACIAL + ETHNIC GROUPS

91.8%
White

5.6%
Hispanic

1.0%
Other

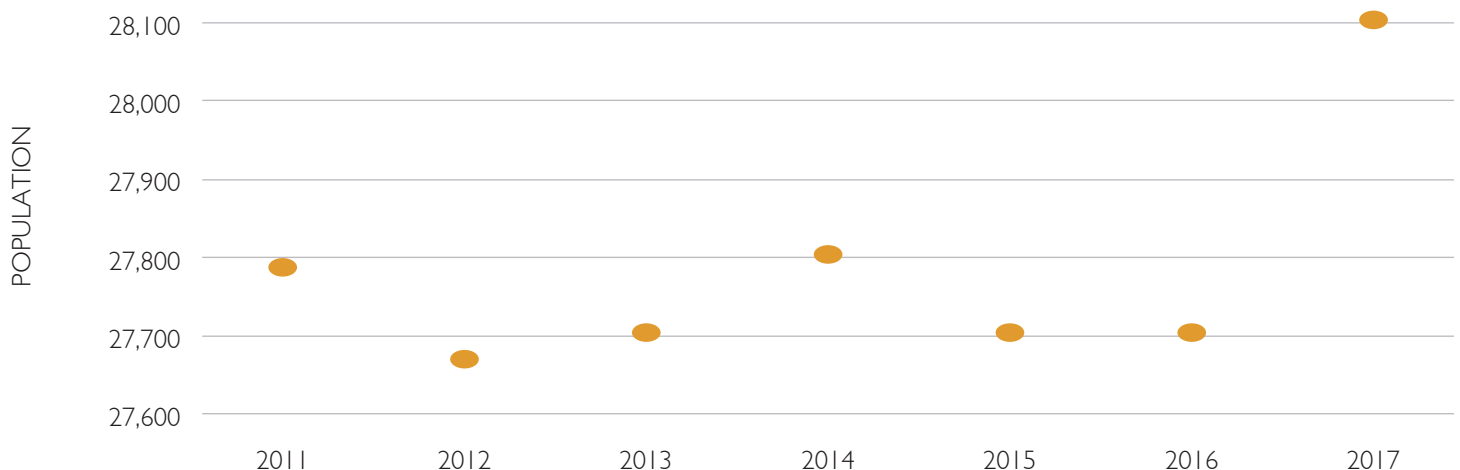
HOUSEHOLD INCOME

\$62,462
Le Sueur County households

\$61,501
Nicollet County households

\$52,119
Blue Earth County households

LE SUEUR COUNTY POPULATION



MEDIAN AGE: 41.5 YEARS // 10,760 HOUSEHOLDS // 8.5% POVERTY

PLAN GUIDANCE AND SUPPORT

A VISION FOR THE FUTURE

By creating a consolidated, comprehensive resource for Le Sueur County Parks Department, Lake Washington Regional Park can proactively address growth challenges that naturally occur over time, embrace current heritage and positive progression throughout the years, and respond to emerging trends and upcoming opportunities, among other items.

A public input process provides feedback and ideas on concepts that are incorporated into the planning process and includes surveys, open houses, and other public meetings. In addition to general members of the public, these events also include important stakeholders including park board members, staff, and community leaders and representatives.

An important purpose of the 2018 Master Plan is to consolidate ideas from multiple sources into a single place so the County presents a unified, comprehensive vision and plan. This enables the County to take full responsibility and a leadership role in long-range planning efforts while recognizing the important contributions of the Stakeholder Group, and the Le Sueur County Parks Board.

Lastly, the master plan serves as a formal commitment to the positive development, evolution, and progression of the County. It will strengthen the County's mission while providing meaningful, direct, and measurable recommendations that will carry Le Sueur County forward for the next 10+ years.



GOALS OF THE MASTER PLAN

The goals of the master planning process are to:

1. Create a narrative to describe the master plan designs and maps.
2. Design a plan for future activities and improvements.
3. Identify priorities and timeline for implementation.
4. Develop community input and engagement through the master planning process and continue to receive public input as future improvements are further considered and developed.
5. Enable future development of Lake Washington Regional Park and Campground that will reflect the shared values of the community.
6. Serve as a tool to promote Lake Washington Regional Park and Campground.



Lake Washington Park provides an optimum location for programs like canoeing and kayaking.



February 28, 2018

PAST COMMUNITY ENGAGEMENT

2006-2007

There were two public meetings in 2005-2006 when the Park was developed to get feedback about establishing the campground and all of the current facilities. The concepts were very well received by community members. A public meeting was held in 2006 to discuss the potential features and amenities the Park would offer. Input from the community helped develop the initial Park master plan. A public hearing with the Le Sueur County Commission was held on February 13, 2007. Public Meetings

2008

Based on community input, a development/master plan was created.

2010

In 2010, a grant was awarded from the Clean Water, Land and Legacy Amendment funding from the Minnesota Department of Natural Resources for \$400,000. As a result of the development plan for the Park, a campground was constructed and included 28 camp sites, a shower house, potable water, picnic shelter, electricity throughout the campground and Park, dump station, parking lot, and main campground access road.

- Clean Water, Land and Legacy Amendment funding
- Campground constructed

2015

In 2015, campground users were given a survey to fill out after their stay indicating what they would like to see for future development and amenities within the Park and campground. Also in 2015, a master plan was put together in large part to become a Regionally Significant Park.

- Survey
- Master Plan

MASTER PLAN PROCESS

2017-2018

LE SUEUR COUNTY PARKS BOARD

In the fall of 2017, Le Sueur County created the Le Sueur County Parks Board which held its first meeting in January 2018 and now meets on the third Tuesday of each month. The seven member Le Sueur County Parks Board consists of one member from each of the County's five districts, plus two County commissioners. In January 2018, Le Sueur County Parks began working with ISG to properly update the 2015 master plan.

LAKE WASHINGTON PARK AND CAMPGROUND STAKEHOLDER GROUP

To update the master plan and receive appropriate public feedback, the Le Sueur County Parks Board created a 10 member, Lake Washington Park and Campground Stakeholder Group, which has appropriate representation from several areas associated with the Park, including:

- 2 Le Sueur County Parks Board members that reside in the district of the Park and represent the local homeowners.
- 3 Le Sueur County Parks Board members that reside in other districts of the County and offer unbiased opinions to the region, including one member that is the District Manager of the Le Sueur County Soil and Water Conservation District.
- 2 County Commissioners, including the commissioner representing the area of the Park.
- The Lake Washington Improvement Association President, to represent all the homeowners of the lake.
- Campground Caretakers who serve as the seasonal day-to-day operators of the Park.

There were a total of six (6) meetings, which included five (5) with the Task Force and Parks Board, three (2) with the public, and one with (1) with County Commissioners.

January

Stakeholder Group

February

Stakeholder Group / Parks Board Meeting and Public Open House

March

Stakeholder Group / Parks Board Meeting and Public Open House

April

Stakeholder Group / Parks Board Meeting

June

Stakeholder Group / Parks Board Meeting,
County Board Meeting



KICK-OFF MEETING

A kick-off meeting for the 2018 Lake Washington Park and Campground Master Plan update was held on Wednesday, January 24, 2018 in the Park's community room.

In addition to Le Sueur County Parks Board members, Lake Washington Improvement Association members, Park Caretakers, and other interested parties attended. The event covered the proposed project schedule, goals and site history, project basemapping, and existing conditions. In addition, a visioning exercise focused on the following:

- Connectivity to other facilities within the County
- Local, regional, and statewide trail systems
- County and park signage standards
- Relationship of park to adjacent developments
- Existing park facilities and amenities
- Redevelopment and improvement opportunities
- Public safety
- Park programming
- Maintenance
- Funding

A Public Open House with stakeholders and surrounding community members as provided all participants to voice their opinions. Participants at the Public Open House meeting were able to see photos, maps, and renderings of potential options for the future of the Park.

PUBLIC OPEN HOUSES

A public open house was held on Wednesday, February 28, 2018 with nearly 50 attendees. The event focused on gathering ideas and thoughts regarding the future development plans for the Park and to review preliminary plans. Attendees were able to participate in a question and answer period and review preliminary concepts.

Three (3) concepts were presented by ISG to the Le Sueur County Parks Board for review and input prior to the public open house. Comment cards and written comments were received. In general there was not a strong preference to any one concept but rather to elements from all three plans that incorporated the following elements:

- Access and site entrance location
- Camping expansion
- Minnesota Department of Natural Resources coordination
- Amenities

On March 28, 2018, a second public open house was held at Lake Washington Park Community Building with nearly 50 people in attendance. ISG and the stakeholder group presented one Master Plan concept to the public that was well received. Attendees commented that they were encouraged to see that their thoughts from the first open house were listened to and their opinions were valued.

Le Sueur County Parks wants to get continual feedback from the public on the long term plans for Lake Washington Regional Park and Campground. The county is looking to further utilize its relationship with the Lake Washington Improvement Association as a sounding voice in the overall development of the Park for the region. The Park plans to establish a drop box at the information board within the Park where day users and campers can provide anonymous feedback, as well as creating a survey form that will be posted on the County website.





PARTNERSHIPS

Developing strong partnerships with local and regional organizations will serve as catalysts for programming at the Park. The following groups, organizations, and businesses have been identified for potential partnerships with programming, funding, or other opportunities for the Park and visitors:

- Scouts - Girl/Boy
- Local community school districts
- Gustavus Adolphus College
- Minnesota State University Parks and Recreation Program
- Le Sueur County Soil & Water Conservation District
- Lake Washington Improvement Association
- Ney Nature Center
- Carl & Verna Schmidt Foundation
- Unimin Corporation
- Bent River Outfitters

NEY NATURE CENTER LE SUEUR COUNTY PARK

In order to maximize and build partnerships, and well-received programming needs to be implemented within the Park and throughout the community and region in conjunction with Lake Washington Regional Park and Campground. Educational opportunities should continue to be provided and expanded where possible through partnerships with the Ney Nature Center staff and others.

The County offers a wide range of programs and activities at the Ney Nature Center. The County works closely with the Le Sueur County Parks Board, Friends and staff at Ney Nature Center. The Park offers year round programs and recreation opportunities for families, senior citizens, home-schooled, youth, school field trips, public, and private events, many of which are listed below:

- Geocaching
- Carving
- Archery
- Kayaking
- Reading
- Summer Day Camps
- Outdoor Crafts
- Live Animal Meet & Greets
- Maple Syrup Tours
- Outdoor Challenge Camps
- Outdoor Survival Skills
- Bluebird & Wood Duck House Building
- Cross Country Ski & Snowshoe Rentals
- Guided Year-Round Hikes or Snowshoeing
- Monarch Butterfly Tagging
- Bird Counts
- Environmental Education Programs
- Annual Events (Fall Festival and Spring Fling Fundraiser)

Using the Ney Nature Center model, the Le Sueur County Parks Department is in the process of developing a Programming Plan to provide classes, activities, and outdoor experiences for campers, day users, and community members at Lake Washington Regional Park and Campground.

LAKE WASHINGTON IMPROVEMENT ASSOCIATION AND OTHERS

Through the development of this master plan, Lake Washington Improvement Association has become a partner that will have an evolving relationship in the future. The Park looks forward to working with the Association in a number of areas, whether hosting events or fundraisers, promoting the lake and region, or providing additional benefits to local homeowners as well as regional guests.

Proposed future partnerships include creating relationships with area businesses that may be interested in sponsoring specific improvements within the Park that are in line with their programs beliefs or goals. Working with non-profits or groups that can utilize their Park to their benefit, whether teaching about the environment, service learning, or stewardship, or providing a location to host their events.

EXISTING PARK CONDITIONS AND AMENITIES

The following outlines existing conditions and amenities currently found within the Park.



Lake Washington Regional Park and Campground Existing Condition Map.



COMMUNITY CENTER BUILDING

The Community Center Building is the original Park building and provides meeting and gathering space for up to 50 people. A kitchen and restrooms are located inside. The Community Room features views of Lake Washington and the Park grounds. Parking and picnic tables are located at the site.



PICNIC SHELTER

There is one main large picnic shelter in the campground area. Located inside the camping loop it is equipped with 12 picnic tables, electricity, and a water spigot. A restroom / shower house is located nearby.



RESTROOMS AND SHOWER HOUSE

Adjacent to the campground area is a modern restroom and shower facility. It includes a utility sink and two drinking fountains, plus men's and women's facilities, each with two showers (one ADA), two sinks, and three toilets (one ADA).



CHILDREN'S PLAY AREA

There are two playgrounds within the main camping area providing an assortment of slides, swings, tunnels, and climbing.



TRAILS

A variety of trail options are available to visitors where hikers can experience a wide range of vegetation, views, and wildlife. Whether it be walking along the creek, through a grove of walnut trees, woodland areas, or among the Park's many amenities, the trails allow visitors to experience the Park in different settings all while being connected with nature.



CAMPGROUND

The campground is open seasonally April through October. There are 27 electric drive-in campsites, 4 non-electric tent-only campsites, and one group campsite that provides four more electric hookups. The campground has a modern restroom facility complete with showers. Three water spigots are located throughout the campground for guest use. A dump station is also available and well-placed near the Park/Campground exit.

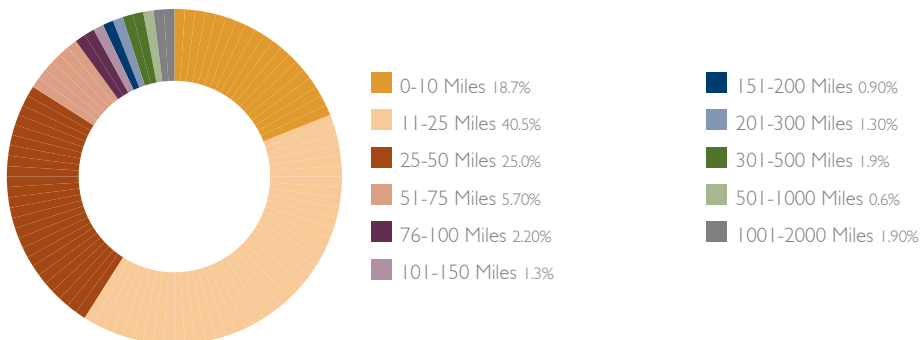
All camping spaces are for short term rental only. Overnight camping fees are \$15 non-electrical and \$25 for sites with electric service hookups. The designated tent-only camping area is rented on a first come first served basis. Senior Citizen discounts are available during non-holiday periods for \$20 per night (Sunday-Thursday).



Restrooms	1 Group Site
27 Electric Sites	4 Non-Electric Sites

	# of Campers
2012	197
2013	177
2014	179
2015	209
2017	316

2017 CAMPGROUND USERS BY DISTANCE TRAVELED



84%

OF ALL VISITORS
TRAVEL LESS THAN
50 MILES TO VISIT
LAKE WASHINGTON.

AVERAGE LENGTH OF STAY IN 2017

	1 Day Stay	2 Day Stay	3 Day Stay	4 Day Stay	5 Day Stay	6 Day Stay	7+ Day Stay
TOTAL	37	188	64	31	10	17	15

2017 CAMPGROUND USERS BY DISTANCE TRAVELED

Residence			Miles
State	CITY	Number	Distance
MN	Albert Lea	1	63
	Arlington	1	34
	Belle Plaine	7	32
	Blue Earth	1	56
	Burnsville	1	63
	Brownston	1	53
	Cleveland	11	7
	Coon Rapids	1	89
	Courtland	3	26
	Delano	2	63
	Delavan	1	41
	Duluth	1	228
	Eagle Lake	9	10
	Elgin	1	105
	Faribault	2	38
	Farmington	2	61
	Garden City	1	27
	Gaylord	4	34
	Gibbon	1	47
	Good Thunder	1	28
	International Falls	1	369
	Janesville	4	18
	Jordan	4	40
	Kasota	6	5
	Kasson	1	71
	Lafayette	1	35
	Lake City	1	95
	Lake Crystal	4	26
	Le Center	31	15
	Le Sueur	10	18
	Lonsdale	4	36
	Madelia	3	37
	Madison Lake	4	9
	Mankato	33	12
	Mapleton	4	28
	Maple Grove	1	77
	Minneapolis	3	75
	Montgomery	3	25
	Morristown	1	28
	New Prague	2	33

Residence			Miles
State	CITY	Number	Distance
	New Ulm	16	35
	Nicollet	10	18
	North Mankato	37	13
	Prior Lake	1	51
	Redwood Falls	1	74
	Renville	2	92
	Rochester	1	85
	Sauk Centre	1	147
	Shakopee	1	51
	St. James	1	49
	St. Peter	29	7
	Truman	2	52
	Vernon Center	1	33
	Waseca	10	33
	Watertown	1	56
	Winthrop	7	40
CO	Berthoud	1	805
FL	Venice	2	1,604
	Unkown*	1	1,327
IA	Lake Park	1	117
	Muscatine	1	313
	Unkown*	2	214
MO	Sedalia	2	468
NE	Unknown*	1	352
NV	Reno	1	1,681
SD	Box Elder	1	497
	Sioux Falls	2	169
	Rapid City	1	507
	Volga	1	164
TX	Mission	2	1461
WI	Hager City	1	88
	Mondovi	1	140
	Unkown*	1	297

* Campers did not provide details.

2017 Total Guests	316
2017 Total Traveled Distance	21,602
2017 Average Distance Traveled	68.36

ECOLOGICAL STEWARDSHIP PLAN

Lake Washington Regional Park and Campground provides a natural and scenic setting along the shores of Lake Washington in a vast agricultural area. In addition to being located adjacent to Lake Washington, there are a variety of natural settings, not often found in one Park. They include wetlands, prairie, forested areas, including a walnut grove, and a creek. Wildlife include deer and turkey, as well as other small animals.

BALANCING HUMAN USES WITH ECOLOGICAL PROTECTION

Finding the right balance between human use of the Park, and its ecological preservation and protection, was an important and consistent public concern throughout the planning process. Since regional parks place significant emphasis on preserving natural values, the planning process included extensive lengths to ensure that the natural qualities present within the Park would be preserved. In addition to its intrinsic values, stewardship of the Park's natural landscape will also enrich the human, or cultural, experience for those visiting the Park.

VEGETATION

A portion of the Park is currently utilized for agricultural land, which follows a traditional rotation of corn and soybeans. The agricultural land includes a farmed wetland area, and a large wetland complex along the eastern edge of the site which transitions into Lake Washington. An upland buffer separates the large wetland complex from the agricultural field, and the wooded areas within the project site are typical deciduous woodland areas. The reconstructed prairie is a mixture of native and non-native species listed in the table below.

In 2006, a Wetland Investigation Report was prepared for the Park to ensure no future development would negatively impact the existing wetlands and ecosystem.



Top photo: existing marsh area
Bottom photo: existing trail through wooded area.

Ag Land/ Framed Wetland	yellow nut sedge, smartweed, and switchgrass
Wetland Complex	reed canary grass, narrowleaf cattail, sedge species, Eastern cottonwood, and black willow, and water lillies (deeper wetland complex)
Upland Buffer	smooth brome, stinging nettle, perennial rye, quack grass, and sweet clover
Wooded Areas	American elm, slippery elm, green ash, boxelder, bur oak, sumac, black raspberry, American basswood, Eastern cottonwood, hackberry, and prickly gooseberry.
Reconstructed Prairies	mixture of native and non-native species; primarily switchgrass, big blue stem, Canada bluegrass, Kentucky bluegrass, and Indian grass

WATER RESOURCES, FISH AND WILDLIFE

Fish species within Lake Washington move into Shanaska Creek located in the project area, which serves as an outlet for the lake. The Park currently serves as a public access to Lake Washington, which is utilized for fishing. The following fish species were identified in Lake Washington during a 2016 survey completed by the Minnesota Department of Natural Resources; black bullhead, black crappie, bluegill, largemouth bass, northern pike, walleye, white sucker, yellow bullhead, yellow perch, bowfin, common carp, and freshwater drum. Additional fish species that may be present within the stream on the project site include; common shiner, creek chub, white sucker, common stoneroller, southern redbelly dace, and johnny darter.

ECOLOGICAL STEWARDSHIP

FOCUS: WATER QUALITY + MAINTENANCE

The long-term ecological stewardship of Lake Washington Park and Campground is currently dependent on the commitment of the Le Sueur County Parks Department, on-going support of various organizations, and growing enthusiasm of Park users who take advantage of the wide range of nature-based outdoor activities, such as hiking, camping, wildlife viewing, and photography.

Some of the ecological challenges that the Park currently faces and will increasingly face in the future involve water quality. Phosphate and nitrite levels, which affect the habitat for fish and wildlife, are influenced by adjacent and nearby agricultural lands. By securing additional areas dedicated to natural resource-based parkland, water and habitat quality will improve. By maintaining high-quality prairie and wetlands, and ensuring runoff is treated before entering the water-bodies, will allow pollutants to be filtered through the soil.

The ecological function of the Park serves as it's greatest asset. The continuation of natural resource management through active maintenance and best practices is imperative.



Fishing dock example accommodating children and Shanaska Creek.

DEVELOPMENT PLAN

EXPANSION

After initial construction, the Park opened to camping in 2012. The County Parks Department quickly realized the Park was well received from the local community and the regional area for camping, hiking, and outdoor recreation due to the influx of visitors and increasing demand for facilities.

A master plan design addressing expansion of the campground and complementary features was completed in 2014-2015. In 2015, the County Commission signed a petition to seek classification as a Regional Park by the Greater Minnesota Regional Parks and Trails Commission (GMRPTC), which was granted by the GMRPTC shortly thereafter.

In 2017 efforts to update the Master Plan began. Consistent with the 2014-2015 Plan, the 2018 Master Plan expands camping opportunities while also adding new recreational activities. The 2018 Master Plan for Lake Washington Regional Park and Campground are suitable for and large enough to accommodate desired recreational uses without undue impacts to the 166 acre land resource. All land is completely acquired for planned development within the expansion plan design.

While funding for the expansion plan is not secured, the County established the master plan for future planning, programming, and funding opportunities. Because of several factors including its location between two metropolitan areas, the County wanted the Park to be recognized as a Regionally significant Park.



FUTURE DEVELOPMENT

The following pages detail lists of short-term Improvements (to be accomplished in 2-5 years), mid-term Improvements (to be accomplished within 5-10 years), and long-term Improvements (to be accomplished within 10+years). However, if funding becomes available for future phases it is desired by the County that the entire project be completed as soon as possible. All of the Improvements outlined within the Development Plan are in alignment with the Parks Departments vision for the area. Corresponding illustrative site plans demonstrate the short-term, mid-term, and long-term improvements as they would appear physically throughout the Park. This plan is meant to serve as an overall schematic plan only and further detailed designs and construction drawings will be needed for implementation of the ideas. It is also recommended that as these improvements are implemented, the various stakeholders and public user groups are kept informed of the process as previously stated in the Community Engagement Section.





Existing Park Features

- Ⓐ Entrance
 - Improve landscaping+ signage
- Ⓑ RV Camp
 - Improve vegetation buffer between sites
- Ⓒ Restrooms + Shower Building
- Ⓓ Open Air Shelter
- Ⓔ Playground
 - Phase out as equipment ages
- Ⓘ Community Center
 - Add 12' wide elevated deck wrapping around building + architectural updates
 - General interior renovations
- Ⓙ Caretakers Residence
- Ⓚ Historic Bridge
 - Convert to pedestrian only
- Ⓛ Waste Removal Station

Parking + Circulation | |

- ① Road Extension
 - 24' wide
- ② Proposed Parking
 - Approx. 175 stalls

Camping | |

- ③ RV Camp Expansion
 - 5 additional sites - electric + water hookups
- ④ Primitive Camping Expansion
 - 10 individual campsites, 3 group campsites
 - Aggregate pad, picnic table + fire ring
- ⑤ Camping Cabins
 - 5 300 sqft cabins w/ electricity
 - Outdoor deck space
 - Picnic table + fire ring
- Restroom Building
 - 18-20 sq ft

Trails | |

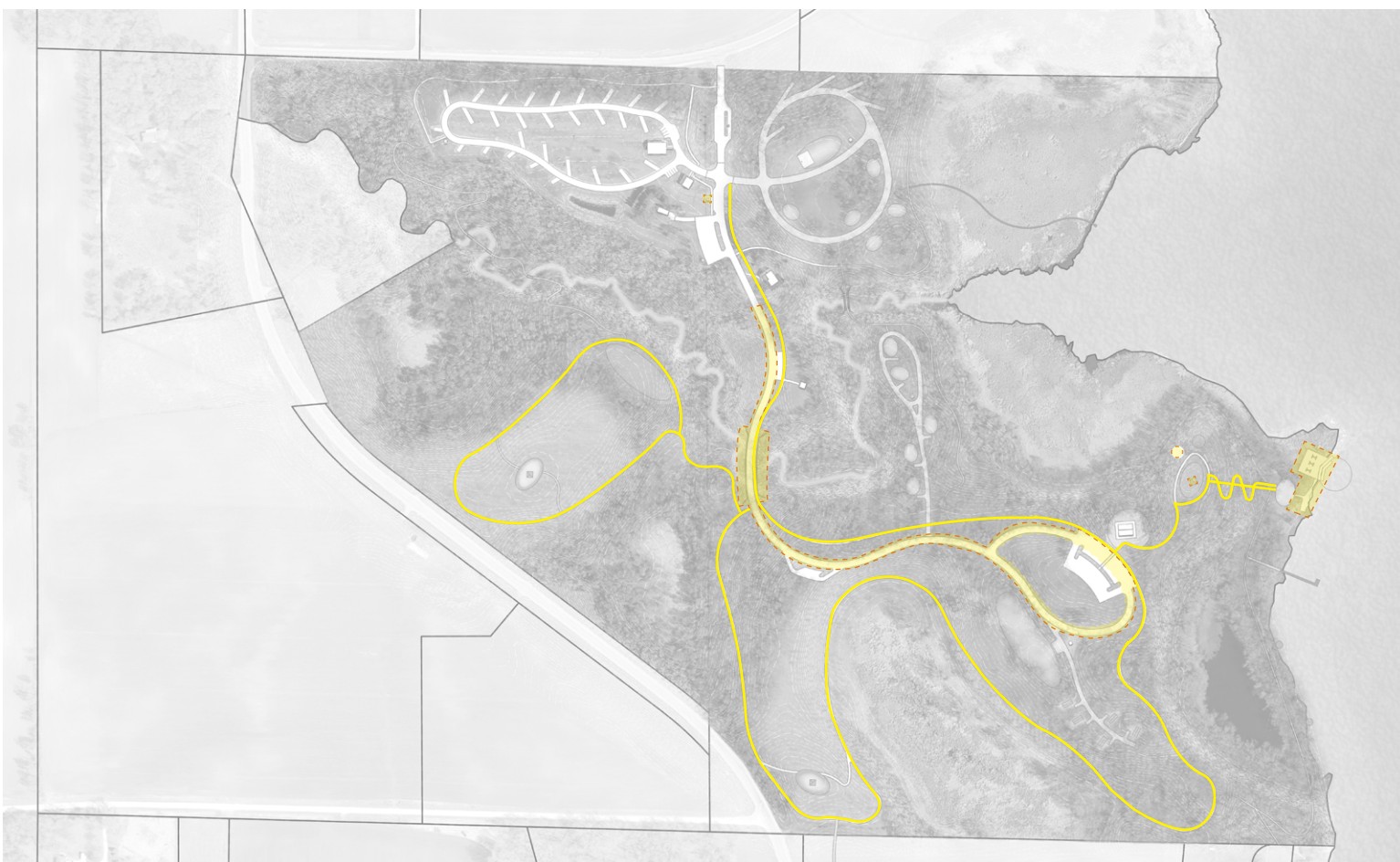
- ⑥ 1.5- Mile Bituminous Trail Loop
 - 8' wide
- ⑦ Mowed/Natural Surface Trails
 - 5' wide
- ⑧ Floating Boardwalk
 - 5' wide
- ⑨ Rest Stop
 - Trail and/or educational signage
 - Picnic table + waste receptacle

Water Play | |

- ⑩ Non-motorized Watercraft Launch
 - Accessible
 - Storage racks
- ⑪ Shoreline Water Access
 - Approx. 10' wide x 100' long
- ⑫ Water Touch Point
- ⑬ Fishing Pier

Outdoor Recreation | |

- ⑭ Open Games Lawn
 - Mowed, maintained grass
- ⑮ Nature Play
 - Approx. 14,000- 16,000 sq ft play area
 - Natural play elements
- ⑯ Low Ropes Course
 - Low impact ropes course for all ages
 - Linear course along Shanaska Creek
- ⑰ Observation Tower
- ⑱ Nature Viewing Platform
- ⑲ Picnic Area
 - Picnic tables, grill stations, waste receptacles, open-air shelters
 - Amenities vary on location
- ⑳ Council Ring
- ㉑ Welcome Kiosk + Signage
- ㉒ Half Court Basketball
 - 42' x 50'
 - Striped



PHASE ONE IMPROVEMENT MAP (2-5 YEARS)

PHASE ONE IMPROVEMENTS

Phase one improvements are those that are of highest interest and desire and are intended to occur within the next 2-5 years.

ROADWAY EXTENSION

- Add a 24' wide extension of the road further into the Park

UPGRADE EXISTING TRAIL SYSTEM

- Develop a paved, 8' wide, multi-use, ADA accessible trail loop
- Develop first phase of the nature trail system
- Provide stairway and ADA accessible ramp to access shoreline
- Install a trailhead kiosk at the entrance of the Park
- Develop small rest areas along trail system that includes seating, trail signage, and recycling/waste receptacles
- Install trail bollards at various locations to prohibit motorized vehicle use

ACTIVATE SHORELINE

- Install non-motorized watercraft launch area
- Develop canoe/kayak rental program
- Provide canoe/kayak storage racks
- Clean and restore beach and shoreline (per DNR regulations)

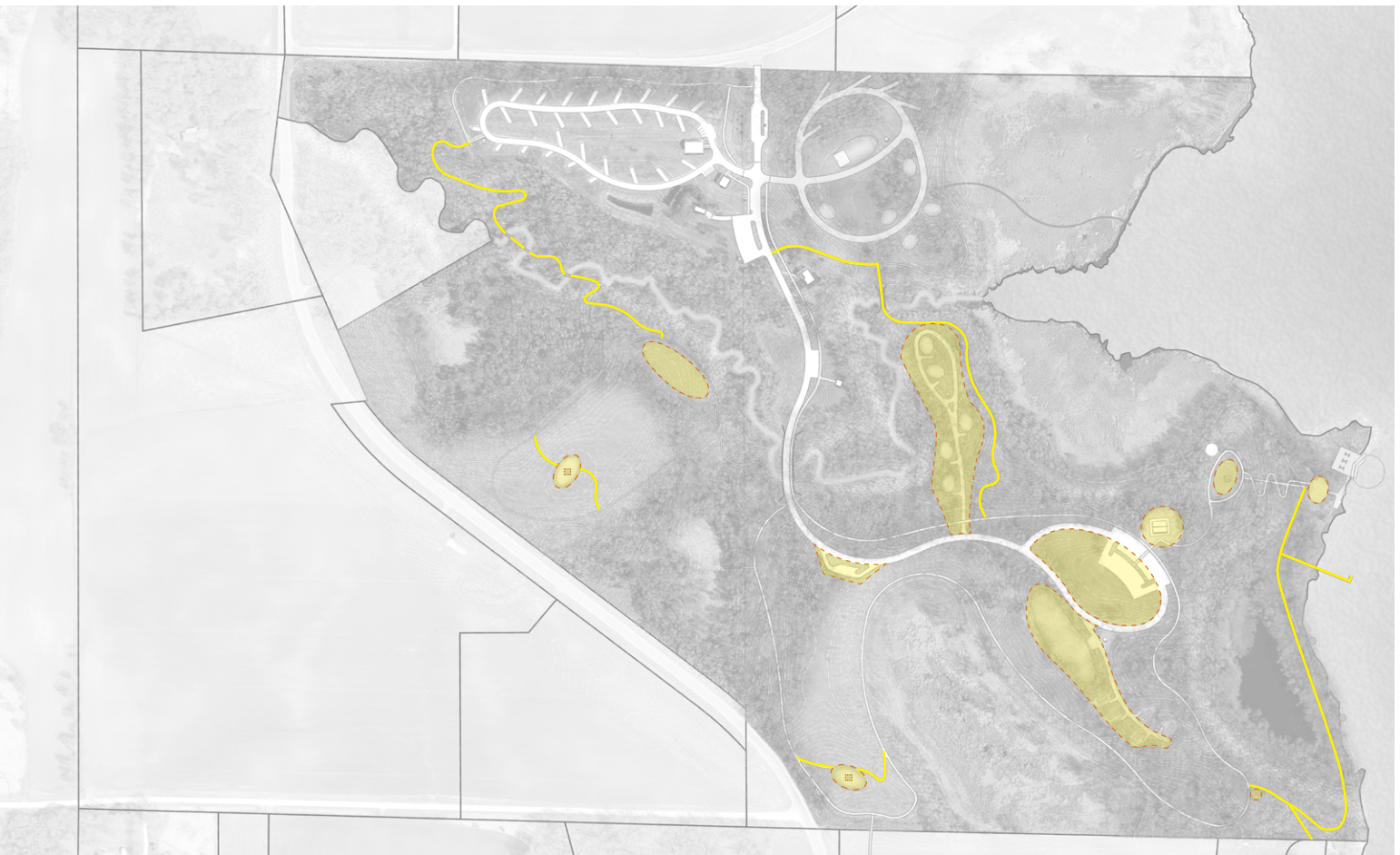
OVERLOOK TOWER

- Construct an observation tower climbing structure to provide an iconic feature for Park

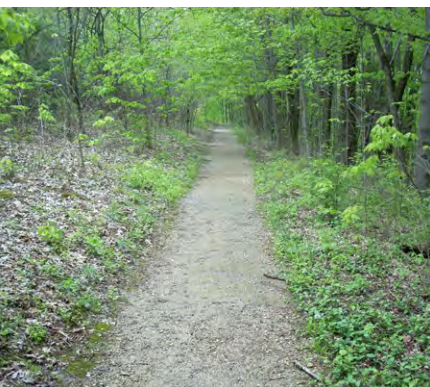
RESTORATION

- Prairie/forest restoration
- Invasive species removal





PHASE TWO IMPROVEMENT MAP (5-10 YEARS)



PHASE TWO IMPROVEMENTS

Phase two improvements are those that are intended to occur within the next 5-10 years.

ROAD EXTENSION AND ADDITIONAL PARKING

- Expand roads to accommodate additional camping
- Add parking

UPDATE NATURE TRAIL SYSTEM

- Install new nature trails and reconstruct existing

CAMPING EXPANSION

- Expand primitive camping with earthwork, picnic table, fire ring, parking space, and campsite marker
- Add group camping with earthwork, picnic tables, fire rings, and campsite markers
- Add camper cabins with 4-season cabin, earthwork, aggregate base, electricity hookups, outdoor seating area, and fire ring
- Provide a restroom building to the south of the primitive camping area with sanitary, water, and electricity connections

NATURE PLAY

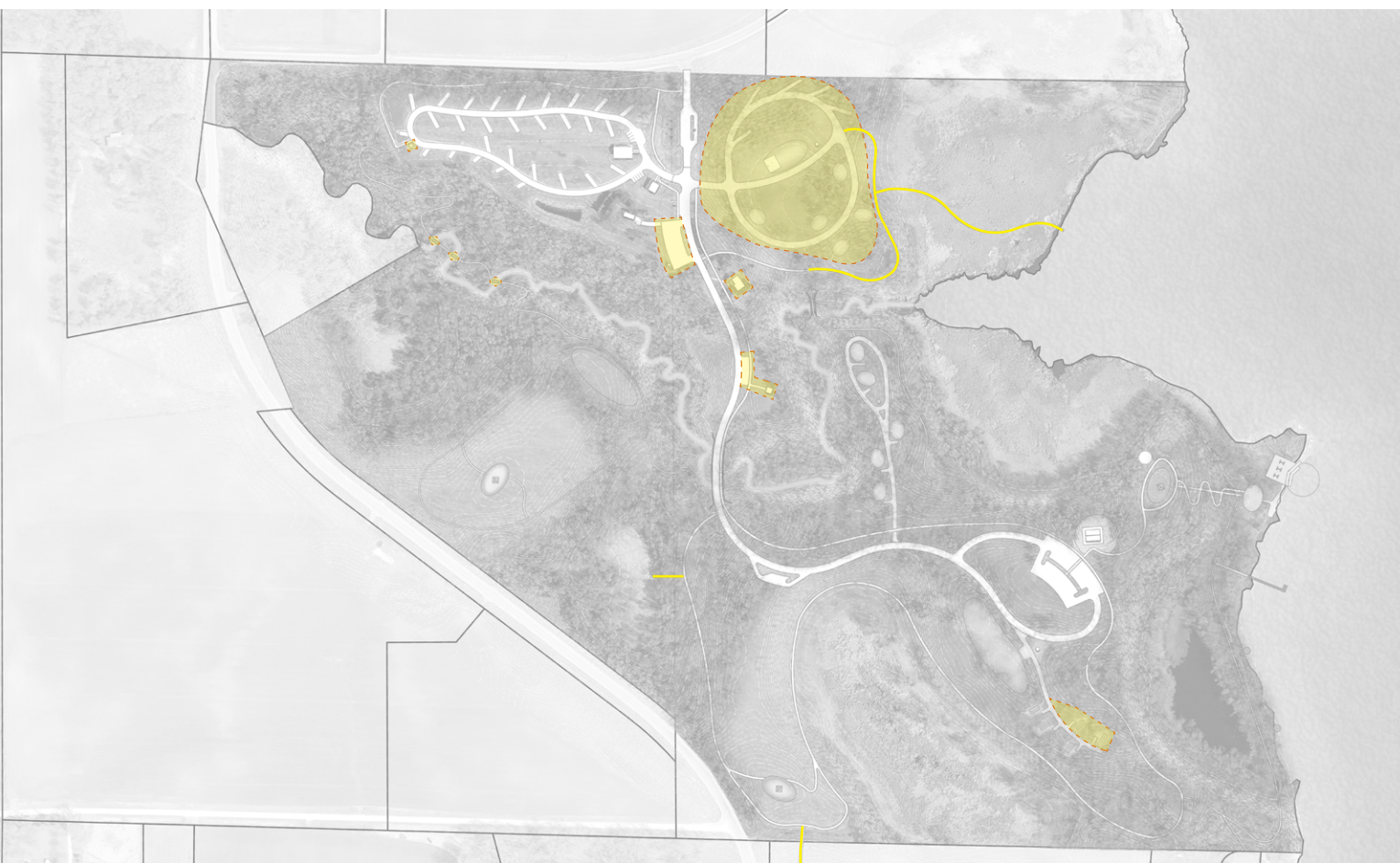
- Construct a natural play area from reclaimed natural materials
- Install a linear low ropes course along Shanaska Creek

ADDITIONAL FACILITIES

- Construct a picnic shelter and restroom building including concrete pad (30'x50') and sanitary, water, and electricity connections
- Construct overlook structures along both the paved trail and nature trail
- Construct a trailhead kiosk with park maps and welcome information
- Install a fishing pier
- Install a council ring fire pit

RESTORATION

- Prairie/forest restoration
- Invasive species removal



PHASE THREE IMPROVEMENT MAP (10+ YEARS)

PHASE THREE IMPROVEMENTS

Phase three improvements are those that are intended to occur within the next 10+ years.

CAMPING EXPANSION

- Expand RV camping with 5 additional sites including water and electricity hookups
- Expand primitive camping sites (including, earthwork, picnic table, fire ring, parking space, and a campsite marker)
- Install additional camper cabins
- Construct a restroom building to the northeast of new RV and primitive campgrounds with sanitary, water, and electricity connections

AMENITIES

- Add a 1/2 court basketball court and install pavement, stripe, and a durable hoop
- Install a floating boardwalk with overlook at lake edge
- Construct a wetland boardwalk with overlook at wetland edge

ADDITIONAL FACILITIES AND FEATURES

- Renovate community center building
- Construct a picnic shelter with concrete pad (20'x20')
- Install pedestrian bridges along nature trails
- Install directional/wayfinding and policy signage

RESTORATION

- Prairie/forest restoration
- Invasive species removal



	Improvements
Phase 1	Roadway Extension Upgrade Existing Trail System Activate Shoreline Overlook Tower Restoration
Phase 2	Additional Parking Update Nature Trail System Camping Expansion Nature Play Additional Facilities and Features Restoration
Phase 3	Camping Expansion Amenity Improvements/Additions Additional Facilities and Features Restoration

RECOMMENDATIONS

As additional funding becomes available, it will be important that each of the improvements noted above are reviewed at a detailed level and the appropriate design consultants are engaged. It is recommended that the following steps be taken:



Provide opportunities for community and stakeholder engagement prior to any future design or construction work takes place.



Evaluate current signage needs and develop a cohesive signage plan for the Park.



Evaluate overall natural resource impacts for critical protection of unique elements.

SUSTAINABLE AND RESILIENT INFRASTRUCTURE

FOCUS: PUBLIC ENGAGEMENT + COHESION

In order for Lake Washington Regional Park and Campground to continue as a natural resource-based Park with valuable recreational amenities and high-quality wildlife habitat, stewardship of the Park is key. Without the hard work and dedication of the Le Sueur County Parks Department, the Lake Washington Improvement Association, and countless volunteers, the landscape which exist today would not be possible, and would likely not be able to sustain itself in the future.

All future designs to be implemented within the Park shall include a public engagement process. Additionally, the highest quality aesthetic designs shall be proposed, within the means of reasonable finances. Strict aesthetic design guidelines are not to be established through this document. However, all future buildings, structures, and developments within and related to Lake Washington Regional Park and Campground should demonstrate the vision of this master plan.

ENERGY EFFICIENT, EASY TO MAINTAIN AND RECYCLED/ RECYCLABLE MATERIALS

FOCUS: SUSTAINABILITY

All building improvements should consider energy efficient lighting, recyclable and local materials, and other means of reducing long-term maintenance and operation costs.

ACCESSIBILITY

FOCUS: UNIVERSAL USE

Le Sueur County strives to develop Lake Washington Regional Park and Campground into a user friendly camp and recreation area. All structures shall comply with the Minnesota State Building Code (SBC) and the International Building Code (IBC). All infrastructure components shall comply with ADA and ADAAG standards. Access to and from playgrounds, and components shall be accessible. The playground surface areas shall be accessible and composed of fall protective material. All buildings and shelters shall be slab on grade and accessible with means of egress (stoops, sidewalks, walkways, etc.) at a maximum of 1:20 slope. Interior space and components shall be the prescribed dimensions for handicapped maneuverability and accessibility. All campsites and picnic tables and shelter shall have concrete aprons of the prescribed size for handicapped maneuverability.

DEVELOPMENT RELATED COST PROJECTIONS

The cost analysis defines the potential costs associated with each development component of the master plan. It is based on a combination of site-specific development requirements and projects of similar size and complexity. The costs are also based on having the work completed by private contractors and specialists. It does not take into consideration, any work that could be performed by County staff, volunteer groups, or by other means.

The cost figures below are based on master plan level evaluation, which brings with it inherent limitations. The cost figures are provided for general budgeting purposes, project phasing, and comparing the relative cost of one item to that of another. The costs were calculated using anticipated cost in 2018. Although intended to be conservative, actual costs will vary depending on the year that each aspect of the master plan is implemented, implementation parameters, economic conditions affecting bidding, and the actual site conditions found in the field during construction.

PHASE 1	
Description	Cost Estimate
General Construction	\$390,937.50
Trails, Roadways, and Parking	\$819,187.50
Trail Amenities, Signage, and Site Furnishings	\$89,375.00
Water Recreation Amenities and Specialty Features	\$210,000.00
Restoration and Natural Resources Enhancements	\$205,000.00
Phase 1 Improvements Total:	\$1,714,500.00
PHASE 2	
Description	Cost Estimate
General Construction	\$335,937.50
Trails, Roadways, and Parking	\$102,125.00
Camping Development	\$300,000.00
Building Improvements	\$743,750.00
Trail Amenities, Signage, and Site Features	\$116,250.00
Water Recreation Amenities and Play Features	\$308,750.00
Restoration and Natural Resource Enhancements	\$67,500.00
Phase 2 Improvement Total:	\$1,974,312.50
PHASE 3	
Description	Cost Estimate
General Construction	\$363,437.50
Trails, Roadways, and Parking	\$890,087.50
Camping Development	\$581,250.00
Building Improvements	\$262,500.00
Play Features, Signage, and Site Furnishings	\$98,750.00
Restoration and Natural Resource Enhancements	\$63,750.00
Phase 3 Improvement Total:	\$2,259,775.00
GRAND TOTAL	
	\$5,948,587.50

Note: these costs do not reflect design, engineering, testing, or permitting fees.

OPERATIONS AND MANAGEMENT, AND MARKETING PLAN

OVERVIEW

Implementing the master plan for Lake Washington Regional Park and Campground will require significant initial and long-term capital investments for operations and maintenance, and marketing. This section considers an overall strategy for implementing the plan that takes these factors into consideration, along with future revisions and updates.

OPERATIONS AND MANAGEMENT

Currently, operations and maintenance are the responsibility of the Le Sueur County Parks Department. As Park amenities increase, such as the construction of additional facilities, amenities and specialty attractions, additional funding will be sought to cover the cost of additional labor involved to maintain and clean these facilities. This additional funding will need to be secured through a variety of sources and grant opportunities.

MARKETING PLAN

The County Parks Department has recently redesigned the Parks Department webpage, and launched social media pages on Facebook and Instagram, in addition to Lake Washington Regional Park and Campground getting its own Facebook page.

A robust marketing plan with specific tactical elements and schedule will need to be developed for Lake Washington Regional Park and Campground including media, social media, and community engagement strategies. The Parks Department is in the process of creating an overall County Parks brochure, as well as Park or facility specific brochures or handouts that will be distributed in the county and region.

The Parks Department intends to have a public presence in the community and at local events. Between the Parks Department, Le Sueur County Parks Board, Ney Nature Center, and Lake Washington Regional Park and Campground, there will be an informative booth with interactive public programming at the Le Sueur County Fair and other events.

Utilizing social media and public events, Lake Washington Regional Park and Campground and activities can be promoted to families through simple strategies such as a prize drawings or occasional Facebook giveaways for discounted stays.

NETWORKING

By networking with other regional and area Parks, especially those that offer camping, Lake Washington Regional Park and Campground can maximize its reach to visitors. This is one of the easiest and least expensive ways to market the Park. Leveraging the partnership with Blue Earth County Parks and campgrounds would benefit both parties as often times, Blue Earth County will send campers to Lake Washington Regional Park and Campground when Blue Earth is at capacity. Identifying other partnerships especially ones that bolster program opportunities within the Park will help market the facilities and natural resources.

SHORT TERM AND LONG TERM IMPROVEMENTS

Short and long term marketing improvements should be identified and updated regularly. Short term would include updating the Le Sueur County website with seasonal photos of the Park and amenities, as well as providing a way to complete camp reservations online. Keeping an updated website with photographs and information is key in today's world of instant communication. The Park facilities and amenities offer an opportunity for wonderful photography that could easily be shared through these resources allowing potential campers and visitors to visualize the Park, setting, campsites, and other amenities.

SOCIAL MEDIA

Additional social media platforms include Twitter, Instagram, and Facebook all of which offer unique ways to market the existing facilities. The marketing plan will identify the platforms that will best serve the Park. Ongoing management of these accounts is something that should be given careful consideration.

BRANDING/WAYFINDING

Develop and build a Lake Washington Park and Campground Brand and style list for print materials. Include a consistent brand and graphics on all signage.

PRINT MATERIALS

Print materials will also need to be a part of the marketing plan. These can also be used as images on the website. A simple brochure should be designed with basic information about the Park and include photos of the campsites and other features. These print materials can be distributed to travel centers and other area campgrounds.

STRATEGY OVERVIEW

Visitors to the Park are provided access to natural beauty, history, and wealth of recreational possibilities. There are many opportunities to promote these amenities to current and potential users both within the region and beyond. A marketing plan should be developed that incorporates short and long term Improvements for promoting the Park and its year-round amenities. The marketing plan will outline tactics and general approach needed to achieve Park Improvements as well as ensure awareness and user growth. The plan will define specific Improvements, messages and supportive marketing tactics.



Update Page on County Website



Video with Voiceover
Low Budget, Similar to What is Done in Real Estate



Posters on Local Community Boards
Coffee Shops, Centers, Schools



Event Pages - Facebook



Update Page on County Facebook Page



Advertising in Local Publications

INFLUENCERS AND STAKEHOLDERS

Explore Minnesota
Local Hospitals and Larger Employers
Kasota Community
Mankato and St. Peter Chambers of Commerce
Schools and Universities
Scouts
Visit Greater Mankato

PROJECT MILESTONES

Identify key influencers and stakeholders
Create communication schedule
Create materials (posters, postcards)
Update page on County website

GOALS

Build and maintain Park awareness, visitor attendance, and participation in programming and events with the community and region.

Create excitement and sense of ownership in the Park and its recreational experiences.

Create a long-lasting engagement cycle for Park audience that carries through after marketing tactics are initiated.

APPROACH

The key elements to a successful strategic marketing plan are: presence, persistence, and personalization. Awareness activities will focus on a holistic approach with complementary yet diverse strategies that are consistently communicated and marketed to an inclusive target audience and community.

ATTRACTIONS AND REACH

Identifying local influencers and groups will allow efforts to span a wide network, and additional groups will include those that may use the Park spaces including the community building and picnic shelter for events such as:

Weddings + Reunions
Company Events
Board Meetings

MASTER PLAN REVISIONS AND UPDATES

The master plan is a dynamic planning tool that will evolve and be fine-tuned as it moves through implementation steps. Over time, there may be justification for revisions and updates to the master plan in response to new information, trends, and general demands. Situations that could potentially prompt review of the master plan include:

- Recreation trend information uncovers a need that has not been adequately addressed by the master plan
- Circumstances change pertaining to existing uses warrants review of the master plan
- Existing facilities prove inadequate to meet demand or require design changes for improvement
- Capacity to meet recreational needs or address maintenance and safety concerns arises
- Requests from citizens and special interest groups to review a particular aspect of the plan, which would only be accepted if the Park Commission has determined that an issue has enough merit, and are approved
- Justification to warrant review prior to scheduled master plan updates

If a review is found to be warranted, Le Sueur County will undertake an appropriate public process that includes input from the Park Commission and groups that are directly impacted by a given concern, as well as other groups that have a general interest in the Park. This approach to reviewing a given situation ensures that the conclusions can be supported by the broader community. It also ensures that a balance between recreational uses and ecological preservation is maintained.



ISG



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 5

10:00 a.m. Human Resources (5 min)

Staff Contact:



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

HUMAN RESOURCES

AGENDA ITEMS

June 26, 2018

Recommendation to grant regular status to Tyler Luethje, full time Parks Director/Ag Inspector in the Parks Department, effective June 26, 2018. Tyler has completed the one-year probationary period.

Recommendation to accept the resignation of Erica Miller, full time Office Support Specialist in Human Services, effective July 6, 2018.

Recommendation to post and request the merit list for a full time Office Support Specialist in Human Services, Grade 3, Step 4 at \$17.10 per hour.

Recommendation to accept the resignation of Jennifer Wetzel, full time Administrative Assistant II in the Attorney's Office, effective June 18, 2018.

Recommendation to post and advertise for a full time Administrative Assistant II in the Attorney's Office, Grade 4, Step 4 at \$18.12 per hour.

Equal Opportunity Employer



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 6

10:05 a.m. Cindy Shaughnessy, Public Health (15 minutes)

Staff Contact:



LE SUEUR COUNTY PUBLIC HEALTH

Public Health
Prevent. Promote. Protect.

88 South Park Avenue
Le Center, MN 56057
Phone (507) 357-8246
Fax (507) 357-4223

Le Sueur County Board of Commissioners Meeting
June 26, 2018

Cindy Shaughnessy, Public Health Director

Agenda:

1) 2017 Financial Summary Public Health

- **Attached:** Total budget \$2,145,419 with \$330,232 needed in tax dollars
- Public Health under budget by \$77,361 for 2017

2) Evidence Based Home Visiting (EBHV) grant

- **Attached:** MOA between the 7 participating counties reviewed and approved by the respective county attorneys including Brent Christian
- CHB approval to move forward at May 1, 2018 CHB meeting; Board agent, Sarah Berry will sign MOA
- Le Sueur County will utilize and train existing staff in the evidence based model Healthy Families America and Growing Great Kids (GGK) curriculum
- Total grant funds \$2,473,271; grant period May 1, 2018 - December 31, 2022

3) Tech Tronix software purchase for Food, Pools, Lodging Services (FPLS)

- CHB approval to move forward at May 1, 2018 CHB meeting; Board agent, Sarah Berry will sign EULA once the attorneys have approved
- EULA (End User Licensing Agreement) reviewed/approved by Brent Christian with one change; Waseca County attorney still making some changes
- **Attached:** Invoice for 1/3 license deposit of \$2,000 to be split between Le Sueur and Waseca Counties
- Request Board approval to pay the Le Sueur County portion of \$1,000 once the EULA is approved by the attorneys

4) Other

LE SUEUR COUNTY PUBLIC HEALTH - FINANCIAL SUMMARY 2017

INCOME

Grants

Local Public Health Grant (LPHG)	\$	101,159
Maternal Child Health (MCH)	\$	28,440
Emergency Prepared. PHEP/CRI	\$	35,488
TANF	\$	29,899
SHIP	\$	8,757
IPI, EHDI and EHD	\$	3,695
Medica Grant	\$	5,000
Total	\$	212,438

Fees For Home Care

Medicare	\$	17,389
Medical Assistance	\$	123,551
Private Pay	\$	28,721
Veterans Administration	\$	107,950
Waivered Services (AC, HM)	\$	39,951
Insurance	\$	2,802
UCare MSHO, MSC+	\$	88,938
Blues MSHO, MSC+	\$	91,957
Medica MSHO, MSC+	\$	13,266
Total	\$	514,525

Fees Waiver Team/ Case Management

UCare MSHO, MSC+	\$	113,642
Blues MSHO, MSC+	\$	176,733
Medica MSHO, MSC+	\$	14,520
Waiver (CM + Case Aide)	\$	239,705
MnCHOICES (time study)	\$	128,236
Pass Thru (chore, transit, mods)	\$	61,511
PCA - MA	\$	1,937
Total	\$	736,284

Miscellaneous

Donations, refunds, misc. revenue	\$	424
Total	\$	424

Fees for Health Promotion

CTC Contract	\$	79,327
Immunizations & Hepatitis	\$	2,249
WIC	\$	151,483
Early Childhood Screening	\$	2,056
Flu Vaccinations	\$	22,484
Family Health MA	\$	12,349
Total	\$	269,948

Fees for Community Health

Water / Wells / Pools	\$	7,610
Food, Beverage & Lodging	\$	61,500
MHP / RCA	\$	12,458
Total	\$	81,568

INCOME TOTAL \$ 1,815,187

County Tax dollars needed \$330,232

INCOME GRAND TOTAL \$ 2,145,419

EXPENSES

Salaries

RN, PHN, REHS, RD	\$	1,076,817
Support Staff	\$	165,227
Home Health Aides	\$	106,128
Homemakers	\$	52,224
Fringe Benefits	\$	499,504
Unemployment	\$	-
Per Diem	\$	200
Total	\$	1,900,100

Transportation Costs \$ 61,187

Professional Services \$ 22,101

Program expenses

Waivered Services program expenses	\$	324
Waivered Pass thru(chore,bus,mod)	\$	73,315
MCH	\$	898
Medicare	\$	1,976
CTC Outreach supplies	\$	1,317
LPHG	\$	7,832
CH Core Function Fee payment	\$	795
WIC	\$	1,375
PHEP/ PH Preparedness	\$	351
CRI	\$	420
TANF	\$	882
Flu Vaccine	\$	14,119
SHIP	\$	4,332
Medica Grant	\$	3,910
Total	\$	111,846

Operating Expenses

Staff Expenses, Training, Education	\$	5,283
Printing & Advertising	\$	6,109
Agency Dues & Licensing & Subscri	\$	6,635
Postage (CH water samples)	\$	502
Office Supplies; UPS	\$	4,379
Nursing supplies & CH lab expenses	\$	4,469
Equipment	\$	22,009
MN Care Tax	\$	51
Refunds	\$	748
Repairs & Maintenance	\$	-
Total	\$	50,185

EXPENSES GRAND TOTAL \$ 2,145,419

Public Health under budget by \$77,361

Evidence Based Home Visiting Grant Memorandum of Agreement

This Agreement is made and entered into by and between the Le Sueur-Waseca Community Health Board (LWCHB) and Human Services of Faribault & Martin Counties (HSF&M)

WHEREAS, Brown-Nicollet Community Health Board (BNCHB), Le Sueur-Waseca Community Health Board (LWCHB), Watonwan County Human Services (WHS) and HSF&M desire to partner in implementing an Evidence Based Home Visiting (EBHV) grant from the Minnesota Department of Health, and

WHEREAS, the grant period for the EBHV grant runs from May 9, 2018 to December 31, 2022, and

WHEREAS, the EBHV grant dollars have been awarded to the LWCHB, BNCHB, WHS and HSF&M partnership, and those parties desire to work collaboratively to implement policy for the use of those EBHV grant dollars, and to hire a Program Coordinator to oversee the project.

NOW, THEREFORE, LWCHB and HSF&M hereby agree as follows:

1. LWCHB and HSF&M will partner to implement the EBHV grant from the Minnesota Department of Health, for the grant period May 9, 2018 to December 31, 2022.
2. LWCHB and HSF&M will cooperate and collaborate in implementing EBHV grant activities as outlined in the grant agreement between HSF&M Counties and the Minnesota Department of Health.
3. HSF&M will hire a Program Coordinator to oversee the carrying out of the policies implemented by this partnership. LWCHB will participate in the hiring and employee review process.
4. HSF&M will assume responsibility for the actions of the Program coordinator while providing services under the EBHV grant program, and will provide liability insurance for claims arising from services provided by the Program Coordinator.
5. HSF&M will be the lead agency and fiscal agent to provide payroll arrangements, including taxes and benefits, for the Program Coordinator.
6. The Parties to this Agreement understand that the funding for this position is dependent upon the EBHV grant received by the HSF&M from the State of Minnesota. In the event that HSF&M does not receive funding from the State of Minnesota EBHV grant, HSF&M, LWCHB, WHS and BNCHB's obligations under this agreement are null and void and they will have no obligation to provide any funds for this position.
7. LWCHB, BNCHB, WHS and HSF&M will contribute equally to any unemployment claim should the Program Coordinator lose employment and should that individual be entitled to said benefits under applicable laws.

8. Both LWCHB and HSF&M will provide home visiting staff as outlined in the EBHV grant budget to perform local home visiting activities. Staff will be employed directly by each county.
9. Each county employing HV staff will assume responsibility for the actions of their own employees while providing services under this EBHV grant program, and will provide liability insurance for claims arising from services provided by each respective entity's employees.
10. Indemnification. Each County shall defend and save each other harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the County, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed by the County employees under the terms of this Agreement.
11. Each County, further, that in order to protect itself, as well as the County under the indemnity agreement set forth above, will, at all times during the term of this Agreement, have and keep in force automobile insurance, general liability insurance, and workers' compensation insurance having liability limits which satisfy the requirements of Minn. Statute Chapter 466, entitled "Tort Liability of Political Subdivisions", and other applicable statutes requiring insurance coverage.
12. LWCHB will provide an itemized invoice for grant activities to HSF&M by the 10th of each month for the activities occurring during the month prior.
13. This agreement may be cancelled by either party at any time, with or without cause, upon thirty (30) days' notice in writing, delivered by mail or in person.

This agreement shall be effective on the 15th day of June, 2018, and remain effective until December 31, 2022.

Authorized Representative of Le Sueur-Waseca Community Health Board Date

Authorized Representative of Human Services of Faribault & Martin Counties Date

**TECH TRONIX, INC.**23678 RIDGEWOOD CIR
FERGUS FALLS, MN 56537

Invoice

Phone # 218-736-3598 computers@techtronixonline.com

Date	Invoice #
5/8/2018	31

Bill ToWaseca County Public Health
299 Johnson Ave
Waseca, MN 56093

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	EH Manager Environmental Health Software. 1/3 license deposit for initial year licensing	2,000.00	2,000.00
		Total	\$2,000.00



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 7

10:20 a.m. Darrell Pettis, County Administrator

RE: CD54

RE: County Ditch Update

RE: Furniture Design Proposal

RE: Transit Update

RE: Broadband Update

Staff Contact:

STATE OF MINNESOTA
LE SUEUR COUNTY BOARD OF COMMISSIONERS
RICE COUNTY BOARD OF COMMISSIONERS
SEATED CONCURRENTLY PURSUANT TO MINNESOTA STATUTES SECTION 103E.235 FOR THE
PURPOSE OF APPOINTING MEMBERS TO A JOINT DRAINAGE AUTHORITY BOARD FOR LE SUEUR
COUNTY DITCH 54

The matter of the petition of the Appointment of Members to the Joint Drainage Authority Board	Appointment Order
--	--------------------------

The County Boards of Commissioners of Le Sueur and Rice Counties, meeting concurrently at their regular meetings on June 26th, 2018, considered appointments to a Joint Drainage Authority Board of Le Sueur County Ditch (CD) 54. After consideration of the matter and upon motion and second duly noted in the minutes of meeting, the Boards adopt the following Findings and Order:

WHEREAS, CD 54 is an existing County Ditch in Le Sueur County near the Rice County line; and

WHEREAS, on appropriate findings, the Le Sueur County Board of Commissioners initiated a redetermination of benefits for CD 54; and

WHEREAS, during the viewing process, the appointed viewers determined property in Rice County that may benefit from CD 54; and

WHEREAS, upon this discovery, the Le Sueur County Board recessed the proceedings in order to establish a Joint Drainage Authority for the Redetermination of Benefits.

THEREFORE, based on the forgoing, the Boards of Commissioners of Le Sueur and Rice Counties, seated concurrently, adopt the following:

ORDER

1. The Boards acknowledge and establish a Joint Drainage Authority pursuant to Minnesota Statutes Section 103E.235 for Le Sueur County Ditch 54.
2. The Boards appoint initial members to the Joint Drainage Authority Board as follows:

[15741-0012/3041727/1]

1

Gliszinski	(Le Sueur County, District 1)
Connolly	(Le Sueur County, District 2)
Wetzel	(Le Sueur County, District 4)
Gillen	(Rice County, District 1)
Docken	(Rice County, District 5)

3. The Joint Drainage Authority Board shall meet promptly to determine the status of the currently initiated redetermination of benefits.
4. Should the redetermination of benefits result in confirmation of benefits in Rice County, the Joint Drainage Authority shall be permanent, Le Sueur County Ditch 54 be redesignated appropriately and future vacancies on the Joint Drainage Authority Board shall be filled by the successor Commissioner from the district indicated.
5. Should the Joint Drainage Authority become permanent, Le Sueur County is designated as the “majority” county for the Joint Drainage System resulting from the redetermination of benefits. The Le Sueur County Auditor shall coordinate with the Rice County Auditor and proceed with future management and administration of the resulting Joint System according to Minnesota Statutes Chapter 103E.
6. This Order may be signed in counterparts and the counter parts together constitute the full Order.

After discussion, the motion **Passed** and the Findings and Order were **Adopted**.

Dated this 26th day of June, 2018

LE SUEUR COUNTY BOARD OF COMMISSIONERS

By _____
Chairperson

[15741-0012/3041727/1]

2

Dated this 26th day of June, 2018

RICE COUNTY BOARD OF COMMISSIONERS

By _____
Chairperson

[15741-0012/3041727/1]

3



Architecture
Interior Design
Engineering

Boarman
Kroos
Vogel
Group
Inc.

222 North Second Street
Minneapolis, MN 55401
Telephone: 612.339.3752
Facsimile: 612.339.6212
www.bkvgroup.com
EOE

May 29, 2018

Darrell Pettis
Le Sueur County Administrator
88 South Park Ave.
LeCenter MN, 56057

RE: Furniture, Fixture and Equipment (FF&E) Design Services for the Le Sueur County Justice Center- Phase I

Dear Darrell:

We are pleased to present this proposal for FF&E Design Services for the new Le Sueur County Justice Center. We understand this project will consist of the selection and planning of furniture and equipment for the new Justice Center including Courts, Jail and associated office facilities. Furniture selections will include office space, meeting rooms, court rooms, public spaces and jail areas not included within housing units.

We propose to assess the fee for FF&E Services in one part:

Part I: Basic Furniture Design Services

Upon the start of the FF&E selection process, BKV will facilitate a preliminary meeting to discuss project goals, procurement strategies, vendor selection methods and budget verification. The BKV contact person for this scope of work will be Margaret Lafferty. The following is a proposed work scope for each part of the FF&E services as outlined above.

Part I: Basic Furniture Design Services

Based on review of the current project scope an overview of the proposed design services for furniture design are as follows:

1. Determine scope of new furniture to be purchased vs reuse of existing furniture based on final furniture budget
2. Identify locations where existing furniture may be reused within the project (if any)
3. Consult with owner on procurement methods; i.e.: Bidding the furniture package vs purchasing furniture from a pre-negotiated contract
4. Facilitate tours of 2-4 systems furniture manufacturers and furniture dealerships prior to final vendor selection
5. Selection of new furniture for private offices, workstations, seating, lobby, meeting and training rooms, etc.
6. Preparation of detailed furniture plans coding locations of all furniture
7. Provide all furniture specifications for new product
8. Coordination of all finish and material selections for furniture
9. Facilitate user group meeting to determine specific departmental workspace requirements

10. Coordinate all meetings with selected furniture dealerships
11. On site visits during the installation process
12. Final punch list
13. Provide owner with a final set of as built furniture installation documents and a facilities manual with all the furniture and finish selections used on the project.

Schedule

The following is an overview of the FF&E anticipated timeline. Upon kick off the FF&E selection process, BKV will provide a detailed schedule of anticipated meetings, tasks and milestones.

1. October 2018: Kick off the FF&E selection process. Conduct manufacturer tours, select desired FF&E vendor.
2. November -December 2018: FF&E Design Process. Conduct user group meetings, finalize workspace, meeting room, storage layouts and finish and material selections.
3. March 2019: Place final FF&E order
4. July 2019: Furniture Installation, punch list and move in.

Additional Services

In addition to the scope of work outlined about, Le Sueur County may elect to request additional services from BKV Group. Additional Services may include:

1. Artwork selection, procurement or commissioning
2. Move coordination services
3. Inventory or coordination of existing furniture for reuse

Compensation

BKV Group strives to establish a well-defined project understanding and scope of services to be provided so that an appropriate fee structure can be determined. BKV Group's compensation for FF&E Design Services outlined in this proposal shall be delivered as follows:

Part I: Basic Furniture Design Services

- Fee to be delivered on an hourly not to exceed basis with a fee not to exceed \$55,000 plus reimbursable expenses.

Reimbursable expenses include, but are not limited to printing, phone charges, and auto mileage.

Compensation shall be billed monthly based on time expended on the project and shall be paid within 30 days of receiving invoice for services. Invoices not paid within 45 days of invoice shall be charged a late fee equal to 1% over current prime per annum.

On behalf of BKV Group, we appreciate this opportunity to be of service on this project. Please review this proposal and, if acceptable, return one signed copy to our office, signifying authorization to proceed. If accepted, BKV Group will enter this work promptly. If you have any questions at all, please feel free to contact me at 612-373-9152.

Respectfully submitted,



Kelly Naylor, CID
BKV Group, Partner
Date 5/29/18

Approved: _____

Date: _____

Darrell Pettis
Le Sueur County Administrator

2018 TRUE Transit Rides

Month	Number of total rides	Ride provided by:		Ride Statistics					Rides per County:			
		Volunteer	Bus	Disabled	Elderly	Adult	Youth	Child	Blue Earth	Le Sueur	Nicollet	Brown
January	114	40	74	22	82	10	0	0	76	9	35	0
February	135	14	121	36	70	28	0	1	94	12	23	6
March	168	28	140	37	94	34	1	2	118	19	29	2
April	194	10	184	33	111	42	2	6	157	18	15	4
May	238	13	225	32	123	77	2	4	170	45	20	3
June												
July												
August												
September												
October												
November												
December												
Total:	849	105	744	160	480	191	5	13	615	103	122	15

Month	Rides per Routes								
	BEC 1	Nic 1	Le S 1	Volunteer	LC City	LeC City	MNP City	Mpl City	County Wide
January	37	11	7	40	0	0	0	0	19
February	45	14	14	14	4	0	0	2	42
March	47	4	18	28	6	0	4	0	61
April	81	5	18	10	10	0	2	0	68
May	84	9	45	13	1	0	7	0	79
June									
July									
August									
September									
October									
November									
December									
Total									

From: [Pettis, Darrell](#)
To: [Kramer, Ruby](#)
Subject: FW: Next steps on broadband
Date: Monday, June 25, 2018 10:29:07 AM

Per our phone conversation.

From: Bill Coleman <bill@communitytechnologyadvisors.com>
Sent: Monday, June 18, 2018 9:28 AM
To: Barbara Droher Kline for 20A <droherklineforhouse20a@gmail.com>
Cc: Bernadine Joselyn <brjoselyn@blandinfoundation.org>
Subject: Next steps on broadband

Hello Barbara,

I know that Bernadine Joselyn called you on Friday to share our strategy for helping Le Sueur County move forward the fastest on improved broadband services. Our team discussed your application's laser focus on pursuing better broadband access and compared it to our Blandin Broadband Community Program's shared emphasis on both access (better broadband networks and services) and more sophisticated use of technology (adoption).

In our experience, communities with this singular focus on access tend to struggle with the people-intensive processes of spurring the adoption of broadband. Both sides of the initiative are time-consuming and the amount of funding available through Blandin Broadband Communities cannot significantly affect broadband deployment. You formed an impressive team and submitted an excellent application in the short time frame of the BBC application.

Through Community Broadband Resources, I provide up to 32 hours of technical assistance to your Le Sueur County team. Together, we gather data, interview providers and begin to narrow technology and business strategy alternatives. Through this process, some broadband improvements may be stimulated by existing providers responding to identified opportunities - low, hanging fruit.

For an overall and detailed broadband plan, many counties then apply to Blandin Foundation for up to \$25,000 in grant funds to implement a feasibility study. This grant requires a 1:1 cash match to launch an up to \$50,000 feasibility study to be conducted by a consulting team of your choice. This study would provide the necessary documentation for any grant program applications. Your best option might involve a single broadband provider or an assortment of providers based on financial and policy choices made by the county, townships and/or other project partners.

Bernadine tells me that you are meeting this Friday. Unfortunately, I am not available Friday, but am anxious to begin work with your team. The application for Community Broadband Resources can be found here: <https://blandinfoundation.org/programs/expanding-opportunity/broadband/community-broadband-resources-program/>

This is a very simple application taking just a few moments to complete.

I look forward to hearing from you!

Bill

+++++

Bill Coleman

bill@communitytechnologyadvisors.com

651-491-2551

www.communitytechnologyadvisors.com



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 8

10:30 a.m. Dale Korbel, Montgomery Township

RE: Hazardous Intersection

Staff Contact:



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 9

Commissioner Committee Reports

Staff Contact:



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 10

Future Meetings

Staff Contact:

Future Meetings June - August 2018

June 2018

Tuesday, June 26 **Board Meeting, 9:00 a.m.**

July 2018

Tuesday, July 3 **Board Meeting, 9:00 a.m. and CHB Meeting, 1 p.m. in Waterville**

Wednesday, July 4 Offices Closed for Independence Day

Thursday, July 12 P&Z Meeting, 7:00 p.m. at Environmental Services

Tuesday, July 17 **Board Meeting, 9:00 a.m.**

Thursday, July 19 Board of Adjustment Meeting, 3:00 p.m. at Environmental Services

Tuesday, July 24 **Board Meeting, 9:00 a.m.**

August 2018

Tuesday, August 7 **Board Meeting, 9:00 a.m.**

Thursday, August 9 P&Z Meeting, 7:00 p.m. at Environmental Services

Thursday, August 16 Board of Adjustment Meeting, 3:00 p.m. at Environmental Services

Monday, August 20 Budget Meetings, 9:00 a.m.

Tuesday, August 21 **Board Meeting, 9:00 a.m. and Budget Meetings to continue after the meeting.**

Tuesday, August 28 **Board Meeting, 9:00 a.m.**