

**Le Sueur County Parks Board**  
**January 19, 2022 Meeting Minutes**

Present: Charles Richter, Larry Maruska, Mike Schultz, Brigid Tuck, Mark Volkenant

Parks Director: Tyler Luethje

Absent: Steve Rohlfing and John King

Guests: Joe Martin, Le Sueur County Administrator

Call to order – 5:04 pm

1. Agenda additions or changes – none
2. Approve October minutes, motion by Mark Volkenant, second by Charles Richter, motion carries
3. Introductions – Joe Martin
4. Election of Officers and Review of Terms
  - a. Election
    - i. President: Larry Maruska, Vice-President Mike Schultz, Secretary Brigid Tuck
    - ii. Motion by Charles Richter, second by Mark Volkenant, motion carries
  - b. Reviewed terms and contact information for board members
5. 2021 Review
  - a. Lake Washington
    - i. 2021 Camping Breakdown
      1. Sold out most weekends in summer; mostly full all through October
      2. We've been working on weekdays; have been slowly increasing
    - ii. 2021 Campground Users/Distances
      1. 70% come from within 50 miles
      2. 122 cities in MN with 488 state guests, 12 states represented
      3. Gives insights for our marketing efforts
    - iii. 2021 Miscellaneous Revenues
      1. Firewood revenue down – supply stolen in April; then did not have good supply
      2. Revenue from community building up
    - iv. 2021 Revenue and Expenses
  - b. Clear Lake Campground
    - i. 2021 Camping Data
      1. Primarily local users 73% from within 50 miles
      2. 29 cities, 79 state residents
      3. Revenues down slightly this year; number of nights used down too
  - c. Richter Woods
    - i. 2021 Barn Rental Report
      1. Graduation/showers were most common reasons for renting
      2. Revenues consistent with previous years
    - ii. 2021 Revenue/Expense Report
      1. Discussion of fees – should we charge non-profits? We will revisit the conversation in the fall as we set rates for 2023
  - d. Ney Nature Center
    - i. Car counters show park usage was up significantly in 2021

- e. 2021 Budget
  - i. Budget - \$334,916 revenue, \$334,916 expense
  - ii. Actual - \$367,832 revenue, \$418,508.79 expense
    - 1. \$85,979 expenses is Blondo Consulting Archaeological Study or ISG Consulting, grant reimbursement request not yet made (16% match)
    - 2. Highest revenue we have brought in
    - 3. New fee structure should increase revenues
- 6. 2022 Budget/Fees
  - a. 2022 Budget
    - i. \$385,864 revenues/ \$385,864 expenses
  - b. 2022 User Fees
    - i. Fees were set in December
      - 1. Richter Woods, \$100 for general event, \$350 for wedding, \$25 for outside set-up (example tent)
      - 2. Campground rentals went up to \$35
    - ii. Needed updated rental agreements, board had opportunity to review
      - 1. Richter Woods Barn Rental Agreement
      - 2. Lake Washington Community Building
- 7. Camping/Registration Software
  - a. Two vendors have been vetted; leaning toward one option, Res Nexus
  - b. Will need to add another device, plus internet access for our staff
  - c. Will increase our costs, but we also increased our fees
- 8. Credit Card, Venmo, Other forms of payment
  - a. Tyler has been exploring options; needs to be compatible with Res Nexus
- 9. Lake Washington Regional Park and Campground
  - a. Grant/Project update
    - i. ISG Preliminary Plans
      - 1. Have updated final site plans
      - 2. Hope to start this summer with construction
    - ii. Blondo Consulting Final Report
      - 1. Is complete, needs to be approved by SHPO
      - 2. Blondo and ISG had to coordinate on where we could put our entrance/roads
  - b. Caretaker position contracts and job duties
    - i. Tyler has developed a few potential contracts and job duties
    - ii. Board reviewed the options
- 10. Other – no other items
- 11. Plan for next meeting – probably be focused on Lake Washington and plans for summer
- 12. Future meetings – 3<sup>rd</sup> Tuesday of every other month or as needed
  - a. 2022 Schedule: March 15, May 17, September 20, November 15
- 13. Adjourn at 6:04 pm, motion Charles, second by Larry, motion carries