



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, June 20, 2024

### Agenda Item

#### Item 8. A. – Minnesota River Boat Tour

#### Prepared By

Linda Loomis, Administrator

#### Summary

There has been no word from barge operators that they can provide a barge for the LMRWD Minnesota River Tour. Padelford Riverboats was contacted.

They have suggested that we use the Anson Northrup, which has a capacity of 250 people. The first dates available for the Anson Northrup is September 3<sup>rd</sup>, 5<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup>. I will check to see if another boat will be available sooner. The level of the Minnesota River may impact a tour. Navigation is closed when the level of the River reaches 702 feet in Savage. Right now, the River is expected to crest later this week at just above 704 feet. River elevations are typically lower later in the season.

The largest group that has attended a Minnesota River Tour is between 150 to 200 people. We have updated the invitation list. You can download the list using the link below.

#### Attachments

Private Charter Information 2024

How Charters Work – Policies and Procedures

[Updated invitation list](#)

#### Recommended Action

Provide direction to staff

# PRIVATE CHARTERS

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With a Private Charter, you have exclusive use of the riverboat. A two-hour minimum is required, and each charter is allotted an additional 30 minutes prior to departure for boarding and 20 minutes following the cruise for disembarking and removal of any party equipment.

Complete catering is available and must be purchased through Padelford Riverboats. Full bar service is provided.

A non-refundable deposit of \$1000.00 is due 5 days after receipt of your contract. **The total balance for all passenger fare, food, beverages, etc. is due 10 days prior to your charter.** Any remaining balance (additional food or bar) must be paid in full by the end of the cruise before disembarking. Please be prepared to pay any final balance with cash or credit card.

## MINIMUM CHARTER REQUIREMENTS

Sales tax, port fee, fuel charge, food & bar choice and hourly boat rental are applied towards the minimum requirement.

### JONATHAN PADELORD

\$3500 minimum (hourly rental: \$750)

Standard dining layout – 80

Maximum standing capacity – 140

### BETSEY NORTHRUP

\$5000 minimum (hourly rental: \$750)

Standard dining layout – 160

Maximum standing capacity – 250

### ANSON NORTHRUP

\$5000 minimum (hourly rental: \$750)

Standard dining layout – 176

Maximum standing capacity – 250

### ANSON & BETSEY NORTHRUP

\$7000 minimum (hourly rental: \$1500)

Standard dining layout – 336

Maximum standing capacity – 500

Pricing and schedule subject to change.

## HOW IT WORKS: Policies & Procedures

### FIRST STEPS:

1. Determine which boat, date and time frame (minimum of 2 hours) of your private charter.  
As an example: The Anson Northrup, June 1st, 2024 Boarding at 6:30pm Cruise: 7-9:30pm
2. Once we have the details for your Charter Reservation we will send a contract & put the boat on hold for 5 days. By the 5th day we require the signed contract and a \$1,000.00 non-refundable deposit.
  - If you do not return the contract and deposit by the end of the 5-day hold the boat is released and is available to Charter by other parties.
3. If you would like to tour our boats, we can schedule a tour during our regular business office hours.

### NEXT STEPS:

#### 1. THE INITIAL FOOD ORDER 30 DAYS before your cruise.

\*The Initial food order is all about your Menu selections with an estimate of your guest count. These choices can be adjusted up to 10 days before your event.

#### 2. "THE FINAL" 10 DAYS before your event.

Your final payment, final food order and final guest count are due 10 days before your event. NO CHANGES can be made after this date.

### THE DETAILS:

#### 1. Set-up & Decorations:

- Padelford Riverboats allows the client 1-hour before boarding for set-up with a MAXIMUM of 5 people to help. The client must provide and set-up their own decor. If additional time is required for set-up the client would need to rent the boat for an additional hour, subject to availability.
- We do not allow: Candy, Candles, Glitter, Confetti or Silly String.
- We do not allow Scotch tape, Packing tape, or duct tape. We recommend Painter's Tape, Magnets, 3M Command products.
- All decor must be removed by the client from the boat directly after the cruise.
- Padelford Riverboats is not responsible for lost or stolen items, or anything left on board after the cruise.

#### 2. Vendors and Entertainment:

- Padelford Riverboats does not provide entertainment vendors. The client can hire outside entertainment (eg. Band, Dj, Photobooth, Casino) If you hire vendors, we will need you to contact your Event Manager to schedule a site visit and/or set-up time. Site visits must be during our regular office hours.

#### 3. Boarding Passes:

- The U.S. Coast Guard requires all passengers to have a Boarding Pass to get on board. Your designated contact person is responsible for handing out boarding passes. Guests may not board the boat or come onto the dock until your scheduled boarding time.
- Padelford Riverboats will provide boarding tokens and a check-in table (if needed) on shore.