

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
JANUARY 12, 2026
5:00 P.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
ACTION TO CHANGE AGENDA

1. CONSENT AGENDA

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 1.1 MINUTES – DECEMBER 15, 2025
- 1.2 MINUTES – DECEMBER 22, 2025
- 1.3 BILLS PAYABLE THROUGH JANUARY 9, 2026

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 ANNUAL APPOINTMENTS
- 3.2 ADVISORY COMMISSION APPOINTMENTS
- 3.3 CITY COUNCIL APPOINTMENTS
- 3.4 REVIEW CITY COUNCIL RULES AND PROCEDURES
- 3.5 REVIEW CITY CODE OF CONDUCT
- 3.6 REVIEW SOCIAL MEDIA POLICY
- 3.7 2026 MILEAGE RATES
- 3.8 REVIEW WALNUT STREET IMPROVEMENT PROJECT 60% PLAN
- 3.9 APPROVE PLANS & SPECIFICATIONS/ AUTHORIZE TO ADVERTISE FOR BIDS – REDWOOD DRIVE IMPROVEMENT PROJECT
- 3.10 REVIEW DRAFT 2026 WATER/SEWER DEPARTMENT BUDGETS
- 3.11 PERSONNEL COMMITTEE RECOMMENDATION
- 3.12 GAMBLING PERMIT APPLICATION
- 3.13 2026 LICENSE RENEWALS
- 3.14 DONATION RESOLUTION

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4. UNFINISHED BUSINESS

4.1

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 SUSTAINABILITY PLAN COMMUNITY INPUT SESSION

6.2 CHARGING SMART GOLD DESIGNATION

6.3

6.4

7. CORRESPONDENCE

7.1

7.2

7.3

8. HOUSTON COUNTY

8.1

9. CHAMBER OF COMMERCE

9.1

10. ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

| . |

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
DECEMBER 15, 2025

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of December was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, December 15, 2025.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Public Works Director Tyler Benish, Finance Director Kara Tarrence, and City Clerk Angie Boettcher.

ITEM 1 – CONSENT AGENDA

At this time, Mayor Poellinger read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – DECEMBER 8, 2025
- 1.2 BILLS PAYABLE THROUGH DECEMBER 12, 2025

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion.

Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.1 – 2026 FEE SCHEDULE

City Council reviewed the proposed changes to the Fee Schedule for 2026 which has been reviewed by City Staff. The review and adoption of fees is done on a yearly basis to ensure the costs to the City are sufficiently covered while at the same time being fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. It was recommended that City Council adopt an Ordinance detailing the proposed changes to the Fee Schedule for 2026. Following discussion, Member Jostad introduced the following ordinance and moved its passage and adoption:

ORDINANCE NO. 595

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 438, NO. 448, NO. 459, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO. 552, NO. 554, NO. 557, NO. 564, NO. 565, NO. 566, NO. 569, 571, 579, 583, 590, and NO. 594

The City Council of the City of La Crescent, Houston County, Minnesota hereby ordains:

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 28, 2008, January 12, 2009, January 11, 2010, January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, April 20, 2021, and December 13, 2021, December 19, 2022, February 13, 2023, April 24, 2023, June 26, 2023, July 24, 2023, and December 11, 2023 by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2024 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended as follows:

ADMINISTRATION

ADMINISTRATION	2026
Bad Check – Per Check	\$ 30.00
Brush Site Usage Fee- Yearly La Crescent Township	\$2,000.00

ADMINISTRATION	2026
Cigarette License- Yearly	\$ 45.00
Copies: per sheet	\$.25
Door-to-Door Sales Solicitor – REGISTRATION ONLY Peddler/Transient Merchants plus \$5.00 per tag for all individuals named as sales persons for that particular company	N/C \$50.00 fee
Election Fee Filing	\$ 2.00
Fax Machine – Income and Outgoing	\$ 1.00
Gas Installers License – Yearly Remove	\$70.00
<u>Liquor - Club</u>	
Club Liquor - Yearly	
Less Than 200 Members	\$ 300.00
201-500 Members	\$ 500.00
501-1000 Members	\$ 650.00
1001-2000 Members	\$ 800.00
2001-4000 Members	\$1,000.00
4001-6000 Members	\$2,000.00
More than 6000 Members	\$3,000.00
Off sale 3.2 Beer	\$ 50.00
Wine on Sale	\$300.00
Beer – 3.2 – additional license fees not required if you hold “on sale” or “off sale” liquor licenses	
Off Sale - Yearly	\$ 100.00
On Sale - Yearly	\$ 280.00
Temporary On Sale – Up to 3 days	\$ 25.00
Liquor - Intoxicating: Per Year	\$1,150.00
On Sale	\$ 150.00
Off Sale	\$ 200.00
Sunday	

BUILDING INSPECTIONS AND PERMITTING

BUILDING INSPECTIONS AND PERMITTING	2026
Cannabis Retail Business – Initial Registration Fee	\$500.00
Cannabis Retail Business – Renewal Registration Fee	\$1,000.00

Short-term Rental Permit - Annual	\$100.00
Beekeeping Permit – One-time fee	\$50.00
ADD – Native Vegetation Landscape Permit	\$10.00
<u>Demolition permits –</u> The main structure on the property OR all structures on a property (if a building permit for a new structure is obtained at the same time, this fee is waived) Garage, shed, or outbuilding on a property (if a building permit for a new structure is obtained at the same time this fee is waived)	\$100.00 plus \$1.00 state surcharge \$35.00 plus \$1.00 state surcharge
<u>Foundation only permit</u> This permit fee would be in addition to any regular building permit fee. This fee is only for excavating, footing, and foundation of a new structure. <i>This fee is an optional fee to be paid if the builder is unwilling to wait the requested 7-10 working days for the plan review process of a completed building permit application. This fee will be waived if the plan review takes longer than 10 working days</i>	\$100.00 plus \$1.00 state surcharge
Mobile Home – all new that are moved into town	\$150.00 plus \$1.00 state surcharge
<u>Roofing permits</u> Commercial Residential structure and/or attached/detached garage Garage or accessory bldg. only	\$100.00 plus \$1.00 state surcharge \$50.00 plus \$1.00 state surcharge \$25.00 plus \$1.00 state surcharge
<u>Siding/Windows/Doors/Radon Control System/Retaining Walls/Drain tile</u> <u>Deck boards/Railing replacement</u>	\$50.00 plus \$1.00 State surcharge
Solar Array Panels	\$35.00 to \$50.00 plus \$1.00 State Surcharge

<u>Mechanical permits</u>	
Gas burning equipment, conversion burner or gas-designed heating appliance, alteration to existing gas	\$35.00 to \$50.00 plus \$1.00 state surcharge

burner equipment or remodeling permit, –	
400,000 BTU	\$45.00 to \$60.00 plus \$1.00 state surcharge
Over 400,000 BTU	\$72.00 plus \$1.00 state surcharge
Gas dryer, gas ranges, gas fireplaces, or other gas appliance permits, other than those used in connection with a heating system, primary or secondary; all permits this section.	\$35.00 to \$50.00 plus \$1.00 state surcharge
Gas piping only.	\$35.00 to \$50.00 plus \$1.00 state surcharge
Heating and ventilation equipment permits to include, but are not limited to, Air Conditioner, Duct Work, oil, steam, solar, conversion burners, and wood burning appliances.	\$35.00 to \$50.00 plus \$1.00 state surcharge

PLUMBING PERMITS	
For issuing each plumbing permit	\$20.00 to \$30.00
State surcharge on each permit	\$1.00
For each plumbing fixture or trap set of fixtures on one trap including water, drainage piping, and backflow protection thereof	\$5.00
For each water heater	\$5.00
For each water softener	\$5.00
For each new or replacement water service line and/or sewer line	\$5.00
For installation, alteration, or repair of water piping	\$15.00
For installation, alteration, or repair of drainage or vent piping	\$15.00
<p>Whenever any work for which a plumbing and mechanical permit is required has been commenced without first obtaining said permit, an investigation fee, in addition to the permit fee, shall be collected, whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee as shown above.</p>	

PARKS

FACILITY	2026 FEES
Old Hickory Park – Open-air shelter with two sides available for rent	<p>\$50.00/side/day</p> <p>No Charge – Monday, Tuesday, Wednesday, Thursday for Civic/Non-Profit</p>

Wieser Park Pavilion – All-Season Pavilion	<p style="text-align: right; color: red;">\$150.00 per day to \$175.00 per day</p> <p>No Charge – Monday, Tuesday, Wednesday, Thursday for Civic/Non-Profit</p> <p>\$75.00 – Civic/Non-Profit – Friday, Saturday, Sunday</p>
Wieser Park Shelter – Open-air Shelter	<p style="text-align: center;">No Charge</p> <p style="text-align: center;">Reservations suggested</p>

POLICE

POLICE	2026
Ordinance Violation Fine Schedule	
Petty Misdemeanor-	\$ 40.00 +
Misdemeanor	\$ 75.00 +
Ordinance Parking Violation	\$ 20.00 +
Petty Misdemeanors and Misdemeanors: Fine Amount + <u>\$75.00 surcharge</u> – <i>The Surcharge Fee is Determined By The Court System.</i>	
Ordinance Parking Violations: Fine Amount + \$3.00 surcharge + \$10.00 Law Library Fee - <i>The Surcharge And Law Library Fee Are Determined By The Court System.</i>	
Fee Schedules – Animals	
License – yearly 1/1 – 12/31	\$12.00
Replacement Tag	\$1.00
Late Fee after January 15 th in addition to regular license fee	\$15.00
Multi Pet Permit – Yearly Fee (Plus individual license fees as stated above)	\$25.00

Animal Impoundment	\$50.00
Boarding (food/shelter) – Per day plus tax	\$10.00
Chicken Permit Application – ONE TIME FEE	\$50.00
ADMINISTRATIVE FINE FEE SCHEDULE	
General Parking Violation	\$20.00 to \$30.00
Handicapped Parking	\$25.00 to \$75.00
Miscellaneous	
Accident Reports – State Form	\$2.00
Background Check	\$50.00
Copy of Incident Reports – per page/100 pages or less \$.25/page. 100 or more assessed to actual cost of materials and staff time.	Refer to description at left
Print-out of driving record/registration check – per request	\$5.00
Police Reserves – School District #300 events – per hour/per person	\$17.50
Fingerprinting	\$55.00
Vehicle Towing Fee	\$225.00
Vehicle Impoundment Fee – per day	\$15.00 to \$20.00
Yearly Permit to Acquire Firearms/Permit to Carry – per year	No Charge
NSF/Account Closed Checks – service fee	\$30.00
DVD Only	\$10.00
Transcription Fee	\$42.00
BWC - \$19.00 per video/\$1.00 per minute + actual cost of staff time	

SOLID WASTE

SOLID WASTE	2026
Price Per Bag	3.00 to \$3.80
Recycling	\$3.50 per month to \$3.62 per month

ZONING

ZONING	2026

Abatement – per incident	\$ 40.00 administrative fee plus abatement charges
Conditional use permit – per each individual request	\$300.00 to \$400.00
District zoning changes – per each individual request	\$300.00 to \$400.00
Erosion control: Reinspection fee	\$50.00
Surety deposit (to be returned upon completion of erosion control and building permit final inspection minus any violations):	
New residential/commercial construction	\$500.00
Additions/garages	\$100.00
Land alterations	\$250.00
Building demolition	\$250.00
<i>NOTE: DECKS AND ADDITIONS BUILT ON POSTS FOR THE FOUNDATION ARE EXCLUDED FROM SURETY DEPOSIT</i>	
Excavation permits	\$ 30.00 plus \$1.00 per sq/lin. Foot
Fence permit – Non-Profits exempt from fee	\$25.00 to \$30.00
Grading permit	¼ acre or less - \$50.00 ¼ acre to 1 acre - \$250.00 over 1 acre - \$500.00 IF REVIEWED BY CITY ENGINEER – APPLICANT WILL PAY FOR THE FULL COST OF ALL ENGINEERING SERVICES INSTEAD OF ABOVE RATE
Home Occupation – Per Each Individual Request	\$300.00 to \$400.00
Interim Conditional Use Permit – Each Individual Request	\$300.00 to \$400.00

Platting Preliminary plat **Developer is to pay all other related expenses for the platting process. ***All fees pending must be paid in full before proceeding with the final plat. Final plat	\$ 250.00 to \$300.00 plus \$50.00 per lot \$ 150.00 to \$200.00
Sign permit – per sign ‘Non-Profits exempt from fee’	\$50.00
Variance fee – per each individual request	\$300.00 to \$400.00

The foregoing motion was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 595 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH “OFFICIAL COPY” SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.2 – 2026 SERVICE AGREEMENTS

Public Works Director Tyler Benish reviewed with City Council the 2026 professional service agreement with WHKS & Co. for engineering services. It was recommended that City Council approve the 2026 fee schedule with WHKS & Co. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2026 FEE SCHEDULE WITH WHKS & CO. AS PRESENTED FOR ENGINEERING SERVICES.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Public Works Director Tyler Benish reviewed with City Council the 2026 professional service agreement with Wieser Law Office, P.C., for legal services. It was recommended that City Council approve the 2026 fee schedule with Wieser Law Office, P.C. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE 2026 FEE SCHEDULE WITH WIESER LAW OFFICE, P.C. AS PRESENTED FOR LEGAL SERVICES.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Public Works Director Tyler Benish reviewed with City Council the 2026 contract for professional services with EcoThrive, LLC for sustainability coordinating services with a fee increase from \$39.52 per hour to

\$41.89 per hour, not to exceed twenty-eight (28) hours per week. It was recommended that City Council approve the contract. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE PROFESSIONAL SERVICES CONTRACT WITH ECOTHRIVE, LLC.

Following further discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO WITHDRAW THE MOTION APPROVING THE PROFESSIONAL SERVICES CONTRACT WITH ECOTHRIVE, LLC.

Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO REQUEST PUBLIC WORKS DIRECTOR BENISH TO REVISIT THE AMOUNT OF THE FEE INCREASE WITH ECOTHRIVE, LLC AND BRING BACK TO THE SPECIAL CITY COUNCIL MEETING ON DECEMBER 22, 2025.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Public Works Director Tyler Benish reviewed with City Council the 2026 contract for professional services with Prologue Planning Group, LLC for community/economic development services with a fee increase from \$44.99 per hour to \$47.69 per hour, not to exceed ten (10) hours per week. It was recommended that City Council approve the contract. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO REQUEST PUBLIC WORKS DIRECTOR BENISH TO REVISIT THE AMOUNT OF THE FEE INCREASE WITH PROLOGUE PLANNING GROUP, LLC AND BRING BACK TO THE SPECIAL CITY COUNCIL MEETING ON DECEMBER 22, 2025.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.3 – 2026 MORRIS ELECTRONICS CONTRACT – Computer Support

City Council reviewed for approval the 2026 Morris Electronics Contract for IT services. Following discussion, Member Jostad made a motion, seconded by member Langen as follows:

MOTION TO APPROVE THE 2026 MORRIS ELECTRONICS CONTRACT FOR IT SERVICES AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.4 – AUTHORIZE EXPENDITURE – Computer Software

Public Works Director Tyler Benish reviewed with City Council a quote from Civic Plus for online software. The software would provide online solutions for the City's website, building permits, zoning compliance, agenda management, and pool/park sign up and management. The online software would help streamline internal processes and provide residents with the ability to sign up online for park reservations and recreational activities. Civic Plus maintains several municipalities' websites in Minnesota and will help bring our website into ADA compliance. The implementation and first year cost is \$47,168. The implementation will include staff training, branding and layout design. The second-year cost is \$40,916. The 2026 budget has funds for the initial expenditure, and the 2027 budget will include funds for this expense. The City currently uses social media archiving software through Civic Plus. It was recommended that City Council authorize the expenditure with Civic Plus for \$47,168, with software implementation

starting in early 2026. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO AUTHORIZE THE EXPENDITURE OF \$47,168 WITH CIVIC PLUS TO PROVIDE ONLINE SOLUTIONS FOR THE CITY'S WEBSITE, BUILDING PERMITS, ZONING COMPLIANCE, AGENDA MANAGEMENT, AND POOL/PARK SIGN UP AND MANAGEMENT.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.5 – CALL FOR SPECIAL CITY COUNCIL MEETING – December 22, 2025

City Administrator Bill Waller made a request to City Council to call for a special City Council meeting on Monday, December 22, 2025, at 5:00 p.m. in the Community Room. The agenda would include the following:

1. Review and approval of the City's 2024 audit.
2. Consideration of the professional service agreements with Prologue Planning Group, LLC and EcoThrive, LLC,
3. Personnel Committee recommendation regarding a tentative agreement with the AFSCME Union on a three-year contract.

Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE A SPECIAL CITY COUNCIL MEETING TO BE HELD ON MONDAY, DECEMBER 22, 2025, AT 5:00 P.M. IN THE COMMUNITY ROOM WITH THE THREE AGENDA ITEMS AS STATED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.6 – PERSONNEL COMMITTEE RECOMMENDATION

The Personnel Committee had the following recommendations for consideration by the City Council:

1. That the City Council approve a change in City Administrator Bill Waller’s retirement date. Mr. Waller’s original retirement date was January 31, 2026, and his new retirement date would be February 28, 2026. The new retirement date better aligns with the City’s schedule to fill the position, and it also allows additional time for Mr. Waller to work on the City’s upcoming 2026 public improvement bond issues. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE CHANGING CITY ADMINISTRATOR BILL WALLER’S RETIREMENT DATE FROM JANUARY 31, 2026, TO FEBRUARY 28, 2026.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.7 – DEVELOPMENT AGREEMENT EXTENSION REQUEST – 270 Strupp Avenue and 350 Strupp Avenue

City Attorney Wieser reviewed with City Council requests from MNRE 270 Strupp Ave LLC and ABJKM Holdings, LLC, 350 Strupp Avenue, for development agreement extensions. MNRE 270 Strupp Ave LLC would like an extension to January 14, 2026. ABJKM Holding, LLC, 350 Strupp Avenue would like an extension to February 28, 2026. The requests are made due to slower than expected response from the State for licensing. It was recommended that City Council approve an amendment to extend both development agreements to February 28, 2026. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE AN AMENDMENT FOR AN EXTENSION TO THE DEVELOPMENT AGREEMENTS FOR MNRE 270 STRUPP AVE, LLC AND ABJKM HOLDINGS, LLC 350 STRUPP AVENUE WITH A DATE OF FEBRUARY 28, 2026.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.8 – BLUFF COUNTRY FAMILY RESOURCES 5K RUN REQUEST

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding a 5K event request from Bluff Country Family Resources. The event would be held on Saturday, April 25, 2026, at 10:00 a.m. in recognition of Sexual Assault Awareness Month. As with similar events in the past, the La Crescent Police Department will assist with providing an escort, traffic control, and security to ensure a safe and successful event. It was recommended that City Council approve the event and police assistance. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE BLUFF COUNTRY FAMILY RESOURCES 5K EVENT REQUEST TO BE HELD ON SATURDAY, APRIL 25, 2026, AT 10:00 A.M. WITH THE LA CRESCENT POLICE DEPARTMENT PROVIDING AN ESCORT, TRAFFIC CONTROL, AND SECURITY.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.9 – 2026 LICENSE RENEWALS

City Council reviewed a 2026 cigarette license renewal application from La Crescent Tobacco and a 2026 liquor license renewal from Minegar's Sports Hub for off-sale liquor, on-sale liquor, and Sunday liquor

sales. The applications appear to be in order, and it was recommended City Council approve the license renewal applications. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2026 LICENSE RENEWALS FOR LA CRESCENT TOBACCO AND MINEGAR'S SPORTS HUB.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.10 – CLOSED SESSION

The City Council will go into closed session pursuant to Minn.Stat. Section 13D.05 Subd.2(a)(2) to review non-public internal affairs data relating to allegations of law enforcement personnel misconduct. At 5:18 p.m. Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO GO INTO CLOSED SESSION PURSUANT TO MN STAT. § 13D.05 SUBD 2(A)(2) FOR THE PURPOSE OF REVIEWING NON-PUBLIC INTERNAL AFFAIRS DATA RELATING TO ALLEGATIONS OF LAW ENFORCEMENT PERSONNEL MISCONDUCT.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

City Council went into closed session.

At 5:34 p.m., Member Jostad made a motion, seconded by Member Langen as follows:

MOTION TO END THE CLOSED SESSION AND RECONVENE THE REGULAR MEETING.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Upon reconvening the meeting, Member Jostad made a motion, seconded by Member Langen as follows:

MOTION TO HIRE AN OUTSIDE INVESTIGATIVE LAW FIRM FOR FACT FINDING RELATING TO ALLIGATIONS OF PERSONNEL MISCONDUCT. THE CITY COUNCIL HAS MADE NO CONCLUSIONS REGARDING DISCIPLINE.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

HOUSTON COUNTY

Houston County Commissioner Cindy Wright was in attendance and provided an update.

At 5:40 p.m., Mayor Poellinger recessed the meeting.

At 6:00 p.m., Mayor Poellinger reconvened the meeting.

2. PUBLIC HEARING/MEETING

6:00: PUBLIC MEETING – 2026 GENERAL FUND BUDGET/LEVY

It being 6:00 p.m., Mayor Poellinger opened the public meeting on the 2026 General Fund Budget and Levy. Public Works Director Benish circulated a sign-up sheet and gave an overview of the process. As a

point of clarification, in April of each year, the City Council holds the Board of Appeal and Equalization meeting, at which time property owners can ask questions about their proposed property value and property classification. Questions about property value and property classification will need to wait until the Board of Appeal and Equalization meeting which will be held in April of 2026. The items City Council reviewed for consideration was the proposed resolution setting the 2026 levy and adoption of the 2026 General Fund budget. Kelly Petersen and Joe Olson from the Houston County Assessor's office were also in attendance. The Mayor then asked if anyone present in the audience wished to comment or had questions. A comment was received from one city resident in attendance at the meeting. The public meeting was then closed.

Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO ADOPT THE 2026 GENERAL FUND BUDGET AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage for adoption:

RESOLUTION 12-25-36

**RESOLUTION MAKING FINAL GENERAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2026**

BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota as follows:

1. It is hereby determined and declared that there shall be and there is hereby levied upon all taxable property within the City for the general purposes of the City, as provided by law, to be collected in the year 2026 as part of the general taxes due and payable in the year 2026 a direct ad valorem tax in the amount of \$2,805,527.00 as provided by State law to be levied and collected in the manner provided by law.

2. Be it also hereby determined and declared that there shall be and there is hereby levied upon taxable property within the City of La Crescent for public library service, a tax in the amount of \$204,141.00 to be collected in the year 2026, as authorized by Minnesota Statutes, Section 134.33 and 134.34.

3. It is hereby found, determined, and declared that the amounts set forth in a column at the right to be levied with taxes to be collected in the calendar year 2026, in conjunction with the various bonds issued and sinking funds described below:

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2026
325	2016A	G.O. Refunding Rec. Fac. Bonds - Aquatic Center	\$195,300.00
327	2016A	G.O. Improvement Bonds - Oak St. Recon.	\$115,500.00
328	2017A	G.O. Equipment Certificates	\$119,800.00
329	2018A	G.O. Improvement Bonds - Streets/Veterans Park	\$148,000.00
330	2019A	G.O. Equipment Certificates - Fire Truck	\$46,100.00
331	2019B	G.O. Improvement Bonds - Street Recon.	\$32,900.00
332	2020A	G.O. Improvement Bonds - HTM	\$172,900.00
333	2020A	G.O. Bonds - Tax Abatement - Ice Arena	\$12,200.00
334	2022A	G.O. Imp. Bonds/Equip. Cert. & CIP Bonds	\$229,700.00
		TOTAL DEBT SERVICE LEVY	\$1,072,400.00

4. Total levy for the City of La Crescent for collection in 2026 is \$4,082,068.00

ADOPTED this 15th day of December, 2025.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Langen and upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member Langen to adjourn the meeting. Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:05 P.M.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator

MINUTES, SPECIAL CITY COUNCIL MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
DECEMBER 22, 2025

Pursuant to due call and notice thereof, the Special City Council Meeting of the City of La Crescent was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, December 22, 2025.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cheryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Public Works Director Tyler Benish, Finance Director Kara Tarrence, and City Clerk Angie Boettcher.

Also present was Andrew Forliti, CPA from Smith Schaefer and Associates, LTD, Certified Public Accountants.

4. Review and Approval of 2024 Audit

Andrew Forliti, CPA from Smith Schaefer and Associates, LTD, Certified Public Accountants, gave an overview to the City Council of the 2024 City audit. A copy of the audit was included. Following questions and discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO ACCEPT THE INDEPENDENT AUDITOR'S REPORT FROM SMITH SCHAEFER AND ASSOCIATES, LLC, CERTIFIED PUBLIC ACCOUNTANTS FOR THE CITY OF LA CRESCENT DATED DECEMBER 31, 2024, AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cheryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

5. Agreement with AFSCME Union

The City Council did not consider a recommendation from the Personnel Committee regarding an agreement with the AFSME Union on a three-year contract.

6. 2026 Service Agreements

The City Council originally reviewed a 2026 service agreement with Prologue Planning Group, LLC at the December 15, 2025, City Council meeting. At that time the Council made a motion to request Public Works Director Tyler Benish to revisit the amount of the fee increase with Prologue Planning Group, LLC. The City Council reviewed the revised 2026 service agreement with Prologue Planning Group, LLC for

Economic/Community Development services. The agreement includes an increase of fees from \$44.99 per hour to \$46.79 per hour, not to exceed ten (10) hours per week. It was recommended that City Council approve the agreement. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE REVISED 2026 SERVICE AGREEMENT WITH PROLOGUE PLANNING GROUP, LLC FOR ECONOMIC/COMMUNITY DEVELOPMENT SERVICES WITH A FEE OF \$46.79 PER HOUR, NOT TO EXCEED TEN (10) HOURS PER WEEK.

Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

The City Council originally reviewed a 2026 service agreement with EcoThrive, LLC at the December 15, 2025, City Council meeting. At that time the Council made a motion to request Public Works Director Tyler Benish to revisit the amount of the fee increase with EcoThrive, LLC. The City Council reviewed the revised 2026 service agreement with EcoThrive, LLC for sustainability coordinating services. The revised agreement did not include a fee per hour and was left for Council discussion. The Agreement did include an increase in hours from twenty-five hours (25) per week not to exceed twenty-eight (28) hours per week. A memo from Jason Ludwigson, EcoThrive, LLC was presented to Council at the meeting. Following discussion, Member Jostad made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE 2026 SERVICE AGREEMENT WITH ECOTHRIVE, LLC FOR SUSTAINABILITY COORDINATING SERVICES WITH A FEE OF \$41.10 PER HOUR, NOT TO EXCEED TWENTY-EIGHT (28) HOURS PER WEEK.

Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

There being no further business to come before the Council at this time, Member Langen made a motion, seconded by Member Williams to adjourn the meeting. Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
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Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:44 P.M.

APPROVAL DATE:

SIGNED:

Mayor

ATTEST:

City Administrator

1.3

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A1 PRECISION PUMPING INC						
14168	CAMERA SEWER LINES ON SPRUCE	12/17/2025	500.00	.00		
Total 9080:			500.00	.00		
ACENTEK						
12/25 STMT	CITY HALL PHONE CHARGES	12/31/2025	411.82	.00		
12/25 STMT	POLICE DEPT PHONE CHARGES	12/31/2025	315.96	.00		
12/25 STMT	BLDG/ZNG PHONE CHARGES	12/31/2025	91.50	.00		
12/25 STMT	PUBLIC WORKS PHONE CHARGES	12/31/2025	91.50	.00		
12/25 STMT	STREETS PHONE CHARGES	12/31/2025	43.46	.00		
12/25 STMT	POOL PHONE CHARGES	12/31/2025	89.85	.00		
12/25 STMT	PARKS PHONE CHARGES	12/31/2025	164.90	.00		
12/25 STMT	WATER PHONE CHARGES	12/31/2025	154.37	.00		
12/25 STMT	SEWER PHONE CHARGES	12/31/2025	125.31	.00		
12/25 STMT	ARENA PHONE CHARGES	12/31/2025	305.08	.00		
12/25 STMT	LIBRARY PHONE CHARGES	12/31/2025	133.08	.00		
12/25 STMT	FIRE DEPT PHONE CHARGES	12/31/2025	477.41	.00		
12/25 STMT	LIC BUR PHONE CHARGES	12/31/2025	170.74	.00		
12/25 STMT	GOLF COURSE PHONE CHARGES	12/31/2025	447.19	.00		
Total 24:			3,022.17	.00		
AFLAC						
12/25 STMT	INSURANCE PREMIUMS	01/01/2026	42.00	.00		
Total 72:			42.00	.00		
AFSCME						
12/25 DUES	PAYROLL DEDUCTED UNION DUES	01/01/2026	618.60	.00		
Total 25:			618.60	.00		
ALEX AIR APPARATUS 2, LLC						
10415	FD - ANNUAL AIR COMPRESSOR SERVICE	01/05/2026	992.76	.00		
Total 74:			992.76	.00		
AMAZON CAPITAL SERVICES						
1139-RKVC-KHX	CITY HALL - BLDG REPAIR	12/16/2025	179.93	.00		
11RN-791C-M3C	LIBRARY - BOOKS GRANT FUNDED	12/06/2025	172.49	.00		
11WQ-HKGH-66	STREETS - ENGINE & PUMP FOR BRINE TANK	12/12/2025	400.00	.00		
13FM-94FX-LTW	LIBRARY - BOOKS GRANT FUNDED CREDIT	12/03/2025	19.49-	.00		
13PJ-47V3-LQQ	LIBRARY - BOOKS GRANT FUNDED CREDIT	12/03/2025	16.50-	.00		
14DH-JPY9-3JY	LIBRARY - BOOKS GRANT FUNDED	12/30/2025	7.14	.00		
14KN-R91X-7XK	LIBRARY - BOOKS GRANT FUNDED	12/14/2025	35.52	.00		
14TF-C9KV-6KT	LIBRARY - BOOKS	12/21/2025	16.30	.00		
197D-WTJM-ML	LIBRARY - BOOKS GRANT FUNDED	12/09/2025	22.78	.00		
19QJ-JJG1-JWD	LIBRARY - BOOKS GRANT FUNDED	12/14/2025	23.32	.00		
1C9C-LJTL-L66V	LIBRARY - BOOKS GRANT FUNDED CREDIT	12/03/2025	17.94-	.00		
1CHY-K7F7-TLP	LIBRARY - BOOKS GRANT FUNDED	11/26/2025	16.49	.00		
1CLY-HYKC-1NQ	CITY HALL - OFFICE SUPPLIES	01/05/2026	55.11	.00		
1CLY-HYKC-1NQ	PD - OFFICE SUPPLIES	01/05/2026	21.69	.00		
1F9D-X7K7-N4R	LIBRARY - BOOKS GRANT FUNDED	12/08/2025	28.34	.00		
1FDR-H4KW-DT	CITY HALL - OFFICE SUPPLIES	12/29/2025	110.69	.00		
1GJ1-JXH1-JPK	LIBRARY - BOOKS GRANT FUNDED CREDIT	12/03/2025	49.14-	.00		
1H7M-MD3K-PK	LIBRARY - PROCESSING MATERIALS	12/11/2025	26.98	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1J67-TC4H-DDL	LIBRARY - BOOKS GRANT FUNDED	12/08/2025	107.13	.00		
1J6Q-6HF4-936J	LIBRARY - BOOKS GRANT FUNDED	11/25/2025	53.59	.00		
1JJX-QFYM-31N	LIBRARY - BOOKS GRANT FUNDED	12/30/2025	33.39	.00		
1KH6-KXQT-HK	LIBRARY - BOOKS GRANT FUNDED	12/15/2025	9.74	.00		
1LF4-XMN4-PXL	LIBRARY - BOOKS GRANT FUNDED CREDIT	12/05/2025	8.97-	.00		
1LK3-FNJQ-DG9	LIBRARY - OFFICE SUPPLIES	12/09/2025	44.91	.00		
1LWH-DRDM-QR	LIBRARY - PROGRAM SUPPLIES	12/06/2025	48.46	.00		
1LYP-XKFH-LWN	LIBRARY - PROGRAM SUPPLIES	12/16/2025	19.97	.00		
1N64-YWN4-6TQ	LIBRARY - CLEANING SUPPLIES	01/08/2026	31.68	.00		
1NL6-4K37-1MC	FD - OFFICE SUPPLIES	12/23/2025	67.77	.00		
1NVK-3M73-3HJ	LIBRARY - BOOKS GRANT FUNDED	12/30/2025	29.32	.00		
1NWD-7NJP-4D	CITY HALL - OFFICE SUPPLIES	12/30/2025	17.50	.00		
1NWD-7NJP-4D	LIC BUR - OFFICE SUPPLIES	12/30/2025	8.75	.00		
1P6K-R66X-3KX	LIBRARY - BOOKS GRANT FUNDED	01/04/2026	12.93	.00		
1PF3-3YR6-69M	PD - OFFICE SUPPLIES	01/06/2026	123.09	.00		
1PRD-6MT4-3M9	WATER PLANT - EXTERNAL SSD DRIVE	01/06/2026	203.69	.00		
1Q49-H74T-QN1	CITY HALL - OFFICE SUPPLIES	12/20/2025	217.51	.00		
1Q49-H74T-QN1	LIC BUR - OFFICE SUPPLIES	12/20/2025	163.51	.00		
1Q49-H74T-QN1	PD - OFFICE SUPPLIES	12/20/2025	240.17	.00		
1R6C-TVNC-FVK	LIBRARY - BOOKS	12/22/2025	11.40	.00		
1RVF-M6V3-RH	LIBRARY - BOOKS GRANT FUNDED	12/06/2025	78.80	.00		
1RXF-MH9Q-KN	LIBRARY - BOOKS GRANT FUNDED	12/24/2025	15.17	.00		
1TDH-LMFM-K94	LIBRARY - BOOKS	12/14/2025	37.63	.00		
1X6G-3XRF-DCK	PD - CLEANING SUPPLIES	12/29/2025	74.00	.00		
Total 9956:			2,654.85	.00		
AMERICAN LEGAL PUBLISHING CORP						
47997	CODE OF ORD. SUPPLEMENT PAGES	12/22/2025	1,512.00	.00		
48271	ONLINE CODE SUPPLEMENT PAGES	12/31/2025	195.00	.00		
Total 8057:			1,707.00	.00		
ANCHOR SOLAR INVESTMENTS LLC						
#74	ANIMAL RESCUE - SOLAR	12/01/2025	214.58	.00		
#74	MAINTENANCE BLDG - SOLAR	12/01/2025	418.47	.00		
#74	RADIUM PLANT - SOLAR	12/01/2025	418.47	.00		
Total 9859:			1,051.52	.00		
AXON ENTERPRISE, INC.						
INUS411045	PD - BODY CAMERAS YEAR 1 OF 5	01/01/2026	36,224.89	.00		
Total 9690:			36,224.89	.00		
B & T TECHNICAL SERVICES, LLC						
1870	COMM BLDG - SOLAR ELECTRICAL SERVICE	11/30/2025	331.34	.00		
Total 9680:			331.34	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
1/26 STMT	EMPLOYER PAID DENTAL -PUBLIC WORKS	01/05/2026	.00	.00		
1/26 STMT	EMPLOYER PAID DENTAL -CLERK	01/05/2026	131.06	131.06	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -FD	01/05/2026	6.90	6.90	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -LIBRARY	01/05/2026	50.11	50.11	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -LICENSE BUREAU	01/05/2026	172.46	172.46	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -PARKS	01/05/2026	10.02	10.02	01/05/2026	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1/26 STMT	EMPLOYER PAID DENTAL -PD	01/05/2026	272.68	272.68	01/05/2026	
1/26 STMT	A/R DENTAL- ROSE ALBRECHT	01/05/2026	50.11	50.11	01/05/2026	
1/26 STMT	A/R DENTAL- PAUL KENAGA	01/05/2026	100.26	100.26	01/05/2026	
1/26 STMT	A/R DENTAL- DEB OLIVER	01/05/2026	50.11	50.11	01/05/2026	
1/26 STMT	A/R DENTAL- BARB GILE	01/05/2026	100.26	100.26	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -REC	01/05/2026	5.52	5.52	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -SEWER	01/05/2026	43.31	43.31	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -STREET	01/05/2026	64.66	64.66	01/05/2026	
1/26 STMT	EMPLOYER PAID DENTAL -WATER	01/05/2026	61.36	61.36	01/05/2026	
1/26 STMT	DENTAL INSURANCE WITHHELD	01/05/2026	567.49	567.49	01/05/2026	
1/26 STMT	A/R DENTAL- PHYLLIS FEIOCK	01/05/2026	50.11	50.11	01/05/2026	
Total 9858:			1,736.42	1,736.42		
BLUE CROSS BLUE SHIELD MINNESOTA						
1/26 STMT	EMPLOYER PAID HEALTH - CLERK	12/23/2025	1,398.06	1,398.06	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - FD	12/23/2025	73.58	73.58	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - LIBRARY	12/23/2025	786.54	786.54	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - LICENSE BUREAU	12/23/2025	1,853.54	1,853.54	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - PARKS	12/23/2025	176.48	176.48	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - PD	12/23/2025	5,706.46	5,706.46	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - REC	12/23/2025	97.78	97.78	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - SEWER	12/23/2025	651.53	651.53	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - STREET	12/23/2025	1,166.68	1,166.68	12/23/2025	
1/26 STMT	EMPLOYER PAID HEALTH - WATER	12/23/2025	995.39	995.39	12/23/2025	
1/26 STMT	HEALTH INSURANCE WITHHELD	12/23/2025	5,260.48	5,260.48	12/23/2025	
Total 9672:			18,166.52	18,166.52		
CASELLE, LLC						
INV-14402	SEMI-ANNUAL SERVICE & SUPPORT FEE 1/1/26 - 6/3026	01/01/2026	2,565.82	.00		
INV-14402	SEMI-ANNUAL SERVICE & SUPPORT FEE 1/1/26 - 6/30/26	01/01/2026	2,565.82	.00		
INV-14402	SEMI-ANNUAL SERVICE & SUPPORT FEE 1/1/26 - 6/30/26	01/01/2026	2,565.82	.00		
INV-14816	IMPORT PAYMENTS & UPGRADE TO CONNECT	01/01/2026	3,300.00	.00		
INV-14817	SEMI ANNUAL SUPPORT FOR PAYMENT IMPORT 1/1/26 -	01/01/2026	810.00	.00		
Total 295:			11,807.46	.00		
CENTER POINT LARGE PRINT						
2215294	LIBRARY BOOKS	01/01/2026	456.66	.00		
Total 8179:			456.66	.00		
CGMC						
2026 DUES	ANNUAL MEMBERSHIP RENEWAL	01/01/2026	10,001.00	.00		
Total 8321:			10,001.00	.00		
CITY OF LA CRESCENT						
12/25 FIRE	WATER/SEWER UTIL.-FIRE STATION & COMMUNITY BLD	12/31/2025	155.83	.00		
12/25 LIBRARY	WATER/SEWER UTIL.- LIBRARY	12/31/2025	113.44	.00		
Total 196:			269.27	.00		
CITY TREASURER'S OFFICE						
205924 - NOV	WASTEWATER TO LA CROSSE	11/30/2025	29,510.21	.00		
205933 - Q4 TRA	4TH QTR 2025 TRANSIT LOCAL SHARE	12/15/2025	3,120.50	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1086:			32,630.71	.00		
CIVICPLUS, LLC						
359704	CLERK CONTRACTED SERVICES	01/01/2026	18,168.00	.00		
359704	AQUATIC CONTRACTED SERVICES	01/01/2026	2,000.00	.00		
359704	PARKS CONTRACTED SERVICES	01/01/2026	5,000.00	.00		
359704	B&Z CONTRACTED SERVICES	01/01/2026	22,000.00	.00		
Total 10144:			47,168.00	.00		
CLEARWAY COMMUNITY SOLAR LLC						
11/25 STMT	400 LARCH AVE - WELL 2	11/30/2025	337.88	.00		
11/25 STMT	608 S 7TH ST - TENNIS CT LIGHTS	11/30/2025	5.20	.00		
11/25 STMT	193 MCINTOSH RD - BOOSTER STATION	11/30/2025	95.35	.00		
11/25 STMT	1450 HWY 16 - LIFT STATION	11/30/2025	15.50	.00		
11/25 STMT	1200 JONATHAN - PARK SHELTER	11/30/2025	22.26	.00		
11/25 STMT	407 ORCHARDVIEW - BOOSTER STATION	11/30/2025	157.74	.00		
11/25 STMT	523 S CHESTNUT - ANIMAL SHELTER	11/30/2025	20.92	.00		
11/25 STMT	200 STONEY POINT - WELL HOUSE	11/30/2025	413.02	.00		
11/25 STMT	520 S 14TH ST - ICE ARENA	11/30/2025	1,331.78	.00		
11/25 STMT	31 MCINTOSH RD - LIFT STATION	11/30/2025	5.88	.00		
11/25 STMT	1323 SPRUCE DR - ABNET FIELDS	11/30/2025	16.34	.00		
11/25 STMT	219 CHESTNUT ST - BRIDGE LIGHT	11/30/2025	29.16	.00		
11/25 STMT	209 S. WALNUT ST - LAC SIGN	11/30/2025	7.31	.00		
11/25 STMT	110 MIDNIGHT ST - LIFT STATION	11/30/2025	27.04	.00		
11/25 STMT	202 MAIN ST - FLAG LIGHT	11/30/2025	40.68	.00		
11/25 STMT	321 MAIN ST - LIBRARY	11/30/2025	85.11	.00		
11/25 STMT	202 MAIN ST - FLAG LIGHT	11/30/2025	1.65	.00		
11/25 STMT	722 N 2ND ST - RADIUM PLANT	11/30/2025	1,034.19	.00		
11/25 STMT	608 S 7TH ST - POOL	11/30/2025	266.19	.00		
11/25 STMT	336 S 1ST ST - COMMUNITY BLDG	11/30/2025	80.13	.00		
Total 9854:			3,993.33	.00		
CORKY'S PIZZA & ICE CREAM						
12/12/25	PD - ANNUAL MEETING	12/12/2025	80.90	.00		
Total 241:			80.90	.00		
CR SHRED INC.						
0013622	CITY HALL - CONFIDENTIAL SHREDDING SERVICE	12/24/2025	326.50	.00		
Total 10336:			326.50	.00		
CULLIGAN WATER CONDITIONING						
285X22200806	CITY HALL - WATER COOLER RENTAL	01/01/2026	39.95	.00		
285X22200806	MAINT - WATER COOLER RENTAL	01/01/2026	39.95	.00		
285X22200806	PD - WATER COOLER RENTAL	01/01/2026	39.95	.00		
285X22221901	FD - WATER COOLER RENTAL	01/01/2026	39.95	.00		
Total 231:			159.80	.00		
CUSTOM ALARM						
626296	GC - MONTHLY ALARM MONITORING SYSTEM	01/01/2026	46.89	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 290:			46.89	.00		
DAVY LABORATORIES						
25L0294	WATER - TESTING	12/19/2025	114.00	.00		
Total 312:			114.00	.00		
DEBAUCHE TRUCK & DIESEL INC						
01W15079	FLOW TRUCK REPAIR	12/19/2025	1,021.30	.00		
Total 297:			1,021.30	.00		
DEMCO INC						
7737507	LIBRARY - PROCESSING MATERIALS	12/08/2025	174.60	.00		
Total 316:			174.60	.00		
DEPT OF NATURAL RESOURCES						
12/16/25-12/22/2	WEEKLY RECREATIONAL VEH. REGIST.	12/22/2025	812.50	812.50	12/29/2025	
12/23/25-12/29/2	WEEKLY RECREATIONAL VEH. REGIST.	12/29/2025	614.00	614.00	01/05/2026	
12/30/25-1/5/26	WEEKLY RECREATIONAL VEH. REGIST.	01/05/2026	3,405.11	3,405.11	01/09/2026	
12/9/25-12/15/25	WEEKLY RECREATIONAL VEH. REGIST.	12/15/2025	1,307.50	1,307.50	12/19/2025	
Total 318:			6,139.11	6,139.11		
DEPUTY #031 LA CRESCENT						
01/08/26 B RAIN	LIC BUR - NSF STATE REIMBURSEMENT	01/08/2026	200.00	200.00	01/08/2026	
Total 9750:			200.00	200.00		
DOBECK, RHODA						
12/25 LIBRARY	LIBRARY- CLEANING	12/31/2025	225.00	.00		
Total 10098:			225.00	.00		
ECO THRIVE, LLC						
12/25 GRANT	GRANT HOURS - MPCA LCA REIMBURSABLE	12/31/2025	197.60	.00		
12/25 REGULAR	SUSTAINABILITY SERVICES	12/31/2025	3,596.32	.00		
Total 9632:			3,793.92	.00		
EFTPS - ELECTRONIC FEDERAL TAX						
1/2/26 P/R	FED/FICA/MEDICARE	01/07/2026	19,669.04	19,669.04	01/07/2026	
12/19/25 P/R	FED/FICA/MEDICARE	12/24/2025	19,822.90	19,822.90	12/24/2025	
Total 1127:			39,491.94	39,491.94		
ELLIOTT JEWELERS						
12/19/25	PD - ENGRAVING ON PLAQUE	12/19/2025	20.00	.00		
Total 9856:			20.00	.00		
EMERGENCY SOLUTIONS INC.						
CBI-8954	FD - COMPUTER SOFTWARE	12/19/2025	3,108.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10334:			3,108.00	.00		
EMPLIFY HEALTH						
12/25 STMT	EMPLOYEE - DRUG SCREENS	12/06/2025	64.00	.00		
Total 622:			64.00	.00		
ERNSTER, MICHAEL						
12/25 REIMB	MEAL REIMB - TRAINING	12/19/2025	50.06	.00		
Total 431:			50.06	.00		
FIRE SAFETY U.S.A., INC.						
250544	FD - HOSE FOR 1830	12/22/2025	1,259.55	.00		
Total 8851:			1,259.55	.00		
FIRST SUPPLY LLC - LA CROSSE						
14967936-00	WATER PLANT - CHEMICAL LINE REPAIR	12/22/2025	4.22	.00		
Total 557:			4.22	.00		
FLOW-RITE PIPE & SEWER SERVICE						
12846	SEWER CLEANING - SPRUCE	12/05/2025	2,500.00	.00		
12858	INSPECT SEWER LINE - SPRUCE	12/22/2025	400.00	.00		
Total 8507:			2,900.00	.00		
GILLETTE, JAY						
2024/2025 BOOT	REIMBURSE - WORK BOOT	12/15/2025	215.45	.00		
Total 324:			215.45	.00		
GOPHER STATE ONE-CALL						
5120521	WATER - LOCATE	12/31/2025	11.47	.00		
5120521	SEWER - LOCATE	12/31/2025	11.48	.00		
Total 620:			22.95	.00		
GRAF ELECTRIC, INC.						
24809	MAINT SHOP - WIRED NEW AIR COMPRESSOR	12/08/2025	531.84	.00		
Total 619:			531.84	.00		
HAWKINS INC.						
7281108	WATER PLANT - CHEMICALS	12/15/2025	40.00	.00		
Total 512:			40.00	.00		
HEIMAN FIRE EQUIPMENT INC						
0949596-IN	FD - CHIMNEY SNUFFER KIT - GRANT FUNDS	12/17/2025	1,226.94	.00		
Total 764:			1,226.94	.00		
HILLTOPPER REFUSE & RCYL SRVC						
12/25 BAGS	MONTHLY REFUSE P/U	12/31/2025	4,431.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
12/25 STMT	CITYWIDE RECYCLING P/U	12/31/2025	7,539.00	.00		
12/25 STMT	REFUSE P/U ANIMAL SHELTER	12/31/2025	76.42	.00		
12/25 STMT	REFUSE P/U ARENA	12/31/2025	159.56	.00		
12/25 STMT	REFUSE P/U MAINT SHOP	12/31/2025	230.71	.00		
12/25 STMT	REFUSE P/U PARKS	12/31/2025	405.37	.00		
12/25 STMT	RECYCLING P/U FIRE DEPT	12/31/2025	16.48	.00		
12/25 STMT	REFUSE P/U FIRE DEPT	12/31/2025	26.11	.00		
12/25 STMT	REFUSE P/U CITY HALL	12/31/2025	67.89	.00		
12/25 STMT	REFUSE P/U LIBRARY	12/31/2025	10.45	.00		
Total 9233:			12,962.99	.00		
J & K OF LA CROSSE, INC.						
73459	CLEANING SERVICE - WIESER PAVILION	01/01/2026	505.00	.00		
Total 10265:			505.00	.00		
JP NIXON CONSULTING, LLC						
1380	WARRANTS & AFFIDAVIT WRITING TRAINING - HELKE &	01/01/2026	390.00	.00		
Total 9997:			390.00	.00		
KANSAS CITY LIFE INSURANCE CO.						
1/26 STMT	EMPLOYER PAID INS. -CLERK	01/05/2026	10.64	10.64	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. -FD	01/05/2026	.56	.56	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. -LIBRARY	01/05/2026	27.86	27.86	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. -PARKS	01/05/2026	3.45	3.45	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. -PD	01/05/2026	83.45	83.45	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. -SEWER	01/05/2026	9.25	9.25	01/05/2026	
1/26 STMT	P/R DEDUCTIONS	01/05/2026	402.08	402.08	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. - STREET	01/05/2026	18.59	18.59	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. - WATER	01/05/2026	12.04	12.04	01/05/2026	
1/26 STMT	EMPLOYER PAID INS. - REC	01/05/2026	1.82	1.82	01/05/2026	
Total 8915:			569.74	569.74		
KWIK TRIP INC						
12/25 STMT	PD - FUEL	12/31/2025	1,015.59	.00		
12/25 STMT	B&Z - FUEL	12/31/2025	35.64	.00		
12/25 STMT	STREETS - FUEL	12/31/2025	1,937.37	.00		
12/25 STMT	PARKS - FUEL	12/31/2025	166.94	.00		
12/25 STMT	FD - FUEL	12/31/2025	239.53	.00		
12/25 STMT	WATER - FUEL	12/31/2025	24.38	.00		
12/25 STMT	SEWER - FUEL	12/31/2025	24.38	.00		
Total 1014:			3,443.83	.00		
LA CRESCENT AREA EVENT CENTER, INC.						
11/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	12/19/2025	750.44	.00		
Total 9810:			750.44	.00		
LA CRESCENT AUTO REPAIR, INC						
35714	B&Z - VEHICLE MAINTENANCE	12/22/2025	755.73	.00		
35917	PD - JUMP STARTER	12/22/2025	450.99	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8168:			1,206.72	.00		
LA CRESCENT CHAMBER OF COMMERC						
11/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	12/19/2025	750.44	.00		
Total 1142:			750.44	.00		
LA CRESCENT CONVENIENCE CENTER						
12/25 CITY	STREETS - FUEL	12/31/2025	105.61	.00		
12/25 POLICE	PD - FUEL	12/31/2025	129.20	.00		
Total 10267:			234.81	.00		
LA CROSSE AREA CONVENTION AND						
11/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	12/19/2025	2,347.54	.00		
Total 9824:			2,347.54	.00		
LA CROSSE TRIBUNE						
LIBRARY 13 WE	LIBRARY - SUBSCRIPTION RENEWAL	12/02/2025	87.99	.00		
Total 8522:			87.99	.00		
LAPHAM'S CLEANING LLC						
38	CITY HALL - CLEANING	12/22/2025	1,500.00	.00		
Total 10121:			1,500.00	.00		
LAW ENFORCEMENT LABOR SERVICES						
12/25 DUES	PD - PAYROLL DEDUCTED UNION DUES	01/01/2026	584.00	.00		
Total 1134:			584.00	.00		
LEAGUE OF MINNESOTA CITIES						
2026 DUES	MEMBERSHIP DUES 1/1/26 - 12/31/26	01/01/2026	7,044.00	.00		
Total 1117:			7,044.00	.00		
LEAGUE OF MN CITIES INS TRUST						
10127	SEWER BACKUP DEDUCTIBLE	12/18/2025	1,000.00	.00		
25668	WC DEDUCTIBLE - CLERK	01/02/2026	1,000.00	.00		
Total 1116:			2,000.00	.00		
LEASE SERVICING CENTER, INC.						
52496	PD TESLA - LEASE PYMT PRINCIPAL	01/01/2026	1,022.19	1,022.19	01/05/2026	
52496	PD TESLA - LEASE PYMT INTEREST	01/01/2026	245.13	245.13	01/05/2026	
52496	EQUINOX - LEASE PYMT PRINCIPAL	01/01/2026	1,375.03	1,375.03	01/05/2026	
52496	EQUINOX - LEASE PYMT INTEREST	01/01/2026	291.64	291.64	01/05/2026	
Total 10152:			2,933.99	2,933.99		
LEMKE, ROY						
2025 BOOT	BOOT REIMBURSEMENT - 2025	12/08/2025	127.99	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1109:			127.99	.00		
LIBRARY IDEAS LLC						
120437	LIBRARY - BOOKS GRANT FUNDED	11/11/2025	131.72	.00		
120442	LIBRARY - BOOKS GRANT FUNDED	11/11/2025	62.78	.00		
122149	LIBRARY - BOOKS GRANT FUNDED	12/30/2025	237.25	.00		
Total 10004:			431.75	.00		
MACQUEEN EQUIPMENT INC						
TC111425-52	FD - MOUNTING EQUIP FOR I-PADS	12/15/2025	2,680.12	.00		
Total 1346:			2,680.12	.00		
MDRA						
2026	ANNUAL MDRA DUES	01/01/2026	240.00	.00		
Total 1254:			240.00	.00		
MENARDS-LA CROSSE						
22170	PARKS - CLEANING SUPPLIES	12/30/2025	12.99	.00		
22170	PARKS - SALT SPREADER	12/30/2025	146.99	.00		
Total 1352:			159.98	.00		
MIDWEST MACHINERY CO.						
10630351	PARKS - MOWER REPAIR	12/31/2025	355.85	.00		
Total 9837:			355.85	.00		
MIDWEST TAPE						
508126926	LIBRARY- MOVIES GRANT FUNDED	12/05/2025	24.74	.00		
508159396	LIBRARY- MOVIES GRANT FUNDED	12/11/2025	45.98	.00		
508191611	LIBRARY- MOVIES GRANT FUNDED	12/18/2025	72.23	.00		
508244686	LIBRARY- MOVIES GRANT FUNDED	12/31/2025	23.24	.00		
Total 9851:			166.19	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
1/2/26 P/R00156	MN CHILD SUPPORT	01/06/2026	497.46	497.46	01/06/2026	
12/19/25PR0015	MN CHILD SUPPORT	12/23/2025	497.46	497.46	12/23/2025	
Total 9597:			994.92	994.92		
MINNESOTA DEPT OF REVENUE						
1/2/26 P/R	MN STATE WHT	01/07/2026	4,186.00	4,186.00	01/07/2026	
12/19/25 P/R	MN STATE WHT	12/24/2025	4,023.00	4,023.00	12/24/2025	
Total 227:			8,209.00	8,209.00		
MINNESOTA ENERGY RESOURCES INC						
11/25 STMT	ABNET RESTROOMS - GAS UTILITIES	11/30/2025	155.01	155.01	12/23/2025	
11/25 STMT	ANIMAL SHELTER - GAS UTILITIES	11/30/2025	112.22	112.22	12/23/2025	
11/25 STMT	COMMUNITY BLDG - GAS UTILITIES	11/30/2025	530.42	530.42	12/23/2025	
11/25 STMT	CONTROL BLDG - GAS UTILITIES	11/30/2025	123.15	123.15	12/23/2025	
11/25 STMT	ICE ARENA - GAS UTILITIES	11/30/2025	1,375.07	1,375.07	12/23/2025	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11/25 STMT	MAINT BLDG - GAS UTILITIES	11/30/2025	581.96	581.96	12/23/2025	
11/25 STMT	POOL - GAS UTILITIES	11/30/2025	48.09	48.09	12/23/2025	
11/25 STMT	PUMP HOUSE - 193 MCINTOSH	11/30/2025	81.96	81.96	12/23/2025	
11/25 STMT	PUMP HOUSE - 405 ORCHARDVIEW	11/30/2025	87.58	87.58	12/23/2025	
11/25 STMT	CITY HALL - GAS UTILITIES	11/30/2025	259.97	259.97	12/23/2025	
11/25 STMT	LIBRARY - GAS UTILITIES	11/30/2025	137.32	137.32	12/23/2025	
Total 8171:			3,492.75	3,492.75		
MINNESOTA MUNICIPAL UTILITIES						
67715	2026 MEMBERSHIP DUES	01/01/2026	450.00	.00		
Total 1999:			450.00	.00		
MN DEPT OF AGRICULTURE						
2026 - R. LEMKE	2026 PESTICIDE APPL. LICENSE RENEWAL- R. LEMKE	01/01/2026	15.00	.00		
2026 J. LUDWIG	2026 PESTICIDE APPL. LICENSE RENEWAL - LUDWIGSO	01/01/2026	76.00	.00		
Total 1282:			91.00	.00		
MN DEPT OF LABOR & INDUSTRY						
4TH QTR 2025	BUILDING PERMIT SURCHARGES	01/08/2026	308.37	308.37	01/08/2026	
4TH QTR 2025	LESS RETENTION	01/08/2026	25.00-	25.00-	01/08/2026	
Total 9093:			283.37	283.37		
MOCIC						
26012515-IN	PD - INVESTIGATIVE RESOURCES	01/06/2026	100.00	.00		
Total 10335:			100.00	.00		
MORRIS ELECTRONICS INC.						
17481	(2) - PD, CLERK, & FINANCE DIRECTOR LAPTOPS	12/12/2025	9,071.84	.00		
17648	AFTER HOURS COMPUTER SUPPORT - POLICE DEPT	01/01/2026	199.68	.00		
17648	AFTER HOURS COMPUTER SUPPORT - B&Z	01/01/2026	133.12	.00		
17648	AFTER HOURS COMPUTER SUPPORT - PUBLIC WORKS	01/01/2026	133.12	.00		
17648	AFTER HOURS COMPUTER SUPPORT - STREETS	01/01/2026	66.56	.00		
17648	AFTER HOURS COMPUTER SUPPORT - FIRE DEPT	01/01/2026	133.12	.00		
17648	AFTER HOURS COMPUTER SUPPORT - WATER	01/01/2026	66.56	.00		
17648	AFTER HOURS COMPUTER SUPPORT - SEWER	01/01/2026	66.56	.00		
17648	AFTER HOURS COMPUTER SUPPORT - LIC BUR	01/01/2026	133.12	.00		
17648	AFTER HOURS COMPUTER SUPPORT - GOLF COURSE	01/01/2026	199.68	.00		
17648	AFTER HOURS COMPUTER SUPPORT - CLERK	01/01/2026	199.68	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - FIRE DEPT	01/01/2026	2,996.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - WATER	01/01/2026	1,498.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - SEWER	01/01/2026	1,498.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - LIC BUR	01/01/2026	2,996.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - GOLF COURSE	01/01/2026	4,494.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - CLERK	01/01/2026	4,494.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - POLICE DEPT	01/01/2026	4,494.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - B&Z	01/01/2026	2,996.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - PUBLIC WORKS	01/01/2026	2,996.00	.00		
2026 CONTRAC	YEARLY COMPUTER SUPPORT - STREETS	01/01/2026	1,498.00	.00		
Total 10081:			40,363.04	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MSFDA						
2026 DUES	2026 MSFDA MEMBERSHIP DUES	01/01/2026	290.00	.00		
Total 9243:			290.00	.00		
NCPERS GROUP LIFE INSURANCE						
12/25 STMT	LIFE INSURANCE PREMIUMS	01/01/2026	144.00	.00		
Total 1619:			144.00	.00		
NESS PUMPING SERVICE						
12871	TOILET RENTAL FOR BASEBALL TOURNAMENT VETS PA	12/31/2025	405.00	.00		
12872	TOILET RENTAL FOR GRAVEL BIKE RACE	12/31/2025	2,775.00	.00		
12901	HARRIS PARK - TOILET RENTAL	12/31/2025	2,510.00	.00		
12902	VETCH PARK - TOILET RENTAL	12/31/2025	2,510.00	.00		
12903	KISTLER PARK/POOL - TOILET RENTAL	12/31/2025	2,540.00	.00		
12943	HICKORY PARK - TOILET RENTAL	12/31/2025	460.00	.00		
Total 10061:			11,200.00	.00		
OFFICE OF MNIT SERVICES						
25110644	CITY HALL - MONTHLY CROWDSTRIKE ANTIVIRUS MONI	12/17/2025	14.67	.00		
25110644	B&Z - MONTHLY CROWDSTRIKE ANTIVIRUS MONITORIN	12/17/2025	7.33	.00		
25110644	LIC BUR - MONTHLY CROWDSTRIKE ANTIVIRUS MONITO	12/17/2025	5.50	.00		
25110644	FINANCE - MONTHLY CROWDSTRIKE ANTIVIRUS MONIT	12/17/2025	7.33	.00		
25110644	FIRE DEPT - MONTHLY CROWDSTRIKE ANTIVIRUS MONI	12/17/2025	11.00	.00		
25110644	GOLF COURSE - MONTHLY CROWDSTRIKE ANTIVIRUS M	12/17/2025	1.83	.00		
25110644	POLICE DEPT - MONTHLY CROWDSTRIKE ANTIVIRUS M	12/17/2025	27.50	.00		
25110644	SERVER & CONTROL EQUIP - MONTHLY CROWDSTRIKE	12/17/2025	12.83	.00		
25110644	PUBLIC WORKS - MONTHLY CROWDSTRIKE ANTIVIRUS	12/17/2025	1.84	.00		
Total 10332:			89.83	.00		
PENDELTON TURF SUPPLY INC						
13060	GC - CHEMICALS FOR THE COURSE	12/10/2025	580.00	.00		
Total 9169:			580.00	.00		
PER MAR SECURITY SERVICES						
3738591	LIBRARY - SECURITY SYSTEM MONITORING 1/1/26 - 12/3	01/01/2026	526.92	.00		
Total 1642:			526.92	.00		
POINT C						
12/15/25 R. LEM	MEDICAL REIMB P/R DEDUCTED-R. LEMKE	12/18/2025	164.60	164.60	12/18/2025	
12/17/25 K. TAR	MEDICAL REIMB P/R DEDUCTED- K. TARRENCE	12/22/2025	139.44	139.44	12/22/2025	
12/19/25 E. RILE	MEDICAL REIMB P/R DEDUCTED- E. RILEY	12/30/2025	1,001.00	1,001.00	12/30/2025	
12/25STMT PCH	ADMIN FEE	01/06/2026	78.50	78.50	01/06/2026	
Total 10202:			1,383.54	1,383.54		
PROLOGUE PLANNING GROUP						
12/1/25 - 12/31/2	ECONOMIC DEVELOPMENT SERVICES	12/31/2025	2,699.40	.00		
Total 10006:			2,699.40	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PUBLIC EMPLOYEES RETIREMENT						
1/2/26 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-DCP	01/07/2026	272.50	272.50	01/07/2026	
1/2/26 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	01/07/2026	17,224.67	17,224.67	01/07/2026	
12/19/25 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	12/24/2025	17,004.43	17,004.43	12/24/2025	
C. LANGEN	OMITTED DEDUCTION - C. LANGEN	01/01/2026	384.35	.00		
Total 1612:			34,885.95	34,501.60		
PYE-BARKER FIRE & SAFETY, LLC						
IVN00362257	WATER PLANT - SPRINKLER SYSYTEM COMPRESSOR R	12/10/2025	3,490.00	.00		
Total 10318:			3,490.00	.00		
QUADIENT FINANCE USA, INC						
12/25 STMT	Postage Meter Postage- Arena	12/15/2025	3.02	3.02	01/05/2026	
12/25 STMT	Postage Meter Postage- B & Z	12/15/2025	21.14	21.14	01/05/2026	
12/25 STMT	Postage Meter Postage- Clerk	12/15/2025	45.30	45.30	01/05/2026	
12/25 STMT	Postage Meter Postage- FIRE DEPARTMENT	12/15/2025	12.08	12.08	01/05/2026	
12/25 STMT	Postage Meter Postage- Golf course	12/15/2025	9.06	9.06	01/05/2026	
12/25 STMT	Postage Meter Postage- Library	12/15/2025	9.06	9.06	01/05/2026	
12/25 STMT	Postage Meter Postage- Animal	12/15/2025	3.02	3.02	01/05/2026	
12/25 STMT	Postage Meter Postage- Lic Bur	12/15/2025	30.20	30.20	01/05/2026	
12/25 STMT	Postage Meter Postage- Police	12/15/2025	21.14	21.14	01/05/2026	
12/25 STMT	Postage Meter Postage- Pool	12/15/2025	6.04	6.04	01/05/2026	
12/25 STMT	Postage Meter Postage- Public works	12/15/2025	15.10	15.10	01/05/2026	
12/25 STMT	Postage Meter Postage- Sewer	12/15/2025	63.43	63.43	01/05/2026	
12/25 STMT	Postage Meter Postage- Water	12/15/2025	63.43	63.43	01/05/2026	
Total 9799:			302.02	302.02		
QUILLINS LA CRESCENT						
12/25 STMT	FD - WATER FOR CO-OP MEETING	12/31/2025	3.99	.00		
Total 1707:			3.99	.00		
RIVERLAND COMMUNITY COLLEGE						
1330001	FD - TRAINING REIMB THROUGH MBFTE	12/31/2025	500.00	.00		
Total 1837:			500.00	.00		
RONCO ENGINEERING SALES INC						
3416654	MAINT - PARTS FOR AIR COMPRESSOR	12/15/2025	499.12	.00		
3417288	WATER PLANT - EQUIPMENT MAINT	12/22/2025	11.40	.00		
3417695	WATER PLANT - AIRLINE FILTER	12/30/2025	183.10	.00		
Total 1813:			693.62	.00		
SAM'S CLUB						
12/25 STMT	CITY HALL - OFFICE SUPPLIES	12/31/2025	98.78	98.78	01/05/2026	
12/25 STMT	CITY HALL - CLEANING SUPPLIES	12/31/2025	20.93	20.93	01/05/2026	
12/25 STMT	CITY HALL - OFFICE SUPPLIES	12/31/2025	52.53	52.53	01/05/2026	
Total 1861:			172.24	172.24		
SCHNEIDER GEOSPATIAL, LLC						
1009047	B&Z - SOFTWARE ANNUAL FEE	01/01/2026	3,770.40	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9694:			3,770.40	.00		
SMITH SCHAFFER & ASSOC. LTD						
46546	FINAL BILLING ANNUAL AUDIT	12/30/2025	22,500.00	.00		
Total 10317:			22,500.00	.00		
SOUTHEAST LIBRARIES COOP						
053974	LIBRARY- ILS PACKAGE AND PC SUPPORT	01/01/2026	821.74	.00		
054014	LIBRARY - OVERDRIVE 2026	01/08/2026	3,423.76	.00		
Total 1962:			4,245.50	.00		
STAVENAU, DOUG						
2025 BOOT #3	REMAINING WORK BOOT REIMBURSEMENT	12/26/2025	40.19	.00		
Total 1875:			40.19	.00		
TITAN MACHINERY INC.						
SO0294252-1	CASE FRONT END LOADER - 1000 HR SERV WORK	12/18/2025	516.81	.00		
Total 9088:			516.81	.00		
TRI-STATE BUSINESS MACHINES IN						
643225	LIBRARY - COPY/PRINTER	12/12/2025	98.00	.00		
643682	B&Z - COPY/PRINTER	12/22/2025	100.31	.00		
643682	FD - COPY/PRINTER	12/22/2025	21.56	.00		
643682	PUBLIC WORKS - COPY/PRINTER	12/22/2025	167.19	.00		
643682	MOTOR VEHICLE - COPY/PRINTER	12/22/2025	66.00	.00		
643682	GOLF COURSE - COPY/PRINTER	12/22/2025	14.17	.00		
643682	WATER - COPY/PRINTER	12/22/2025	66.87	.00		
643682	SEWER - COPY/PRINTER	12/22/2025	66.87	.00		
643682	CLERK - COPY/PRINTER	12/22/2025	167.19	.00		
643682	PD - COPY/PRINTER	12/22/2025	120.58	.00		
Total 2024:			888.74	.00		
TRITECH SOFTWARE SYSTEMS						
451046	PD - LETG SOFTWARE ANNUAL FEE 1/1/26 - 12/31/26	01/01/2026	7,341.01	.00		
Total 9939:			7,341.01	.00		
UNITED WAY, INC.						
4TH QTR 2025	PAYROLL DEDUCTION - M. LOEFFLER	12/22/2025	13.00	.00		
Total 2122:			13.00	.00		
US POSTAL SERVICE						
12/25 CYCLE 2 B	POSTAGE - WATER/SEWER BILL	12/31/2025	133.59	133.59	01/02/2026	
12/25 CYCLE 2 B	POSTAGE - WATER/SEWER BILL	12/31/2025	133.59	133.59	01/02/2026	
12/25 CYCLE1 P	PAST DUE WATER/SEWER - SEWER	12/19/2025	39.65	39.65	12/19/2025	
12/25 CYCLE1 P	PAST DUE WATER/SEWER - WATER	12/19/2025	39.65	39.65	12/19/2025	
Total 2102:			346.48	346.48		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
VERIZON WIRELESS						
6132142170	FD - MOBILE & DATA	12/28/2025	240.15	.00		
6132165240	B&Z - COMPUTER DATA	12/28/2025	40.04	.00		
6132165240	PD - COMPUTER DATA & PHONE SERVICE	12/28/2025	372.69	.00		
6132165240	WATER DEPT - DATA	12/28/2025	20.02	.00		
6132165240	SEWER DEPT - DATA	12/28/2025	20.02	.00		
6132471470	WATER DEPT - WIRELESS	12/31/2025	57.85	.00		
6132471470	SEWER DEPT - WIRELESS	12/31/2025	57.85	.00		
Total 8973:			808.62	.00		
VISA						
12/25 STMT	PD - INTERNET PEOPLE SEARCH	12/31/2025	100.00	.00		
12/25 STMT	PD - HOTEL STAY FOR TRAINING	12/31/2025	265.08	.00		
12/25 STMT	PD - ONLINE TRAINING	12/31/2025	35.00	.00		
12/25 STMT	MS4 STORMWATER MECA CONFERENCE - J. LUDWIGSO	12/31/2025	210.00	.00		
12/25 STMT	1099 TAX FORMS	12/31/2025	83.98	.00		
12/25 STMT	PUBLIC WORKS MEETING	12/31/2025	37.19	.00		
12/25 STMT	W-2 ENVELOPES	12/31/2025	104.50	.00		
12/25 STMT	WEEKLY NEWSLETTER WEBSITE	12/31/2025	26.50	.00		
12/25 STMT	B&Z - OFFICE SUPPLIES	12/31/2025	810.51	.00		
12/25 STMT	SUMMARY OF ORD #595 - AD	12/31/2025	10.83	.00		
12/25 STMT	NOTARY RENEWAL FEE - C. FORTSCH	12/31/2025	120.00	.00		
12/25 STMT	AUDIT LUNCH MEETING	12/31/2025	42.06	.00		
12/25 STMT	LIBRARY - CANVA YEARLY SUBSCRIPTION	12/31/2025	119.40	.00		
12/25 STMT	FD - CPR TRAINING MATERIAL	12/31/2025	786.88	.00		
Total 2208:			2,751.93	.00		
VISION DESIGN GROUP						
129670	QTRLY WEB SITE HOSTING FEES	01/01/2026	180.00	.00		
Total 9254:			180.00	.00		
VOYA INSTITUTIONAL TRUST COMPANY						
1/2/26 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	01/07/2026	3,766.00	3,766.00	01/07/2026	
12/19/25 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	12/24/2025	3,766.00	3,766.00	12/24/2025	
Total 10290:			7,532.00	7,532.00		
WATER SYSTEMS CO.						
987654	LIBRARY - WATER COOLER RENTAL	11/30/2025	8.00	.00		
Total 8605:			8.00	.00		
WHKS & CO.						
56284	REDWOOD ST. STORM SEWER IMPROVEMENTS	11/28/2025	16,758.84	.00		
56285	MAPLE STREET RECONSTRUCTION	11/28/2025	702.24	.00		
56286	WALNUT STREET RECONSTRUCTION	11/28/2025	39,473.84	.00		
56300	MONTHLY STAFF MEETING	11/28/2025	354.00	.00		
56300	CRPM SITE REVIEW	11/28/2025	177.00	.00		
56300	AT PLANNING	11/28/2025	531.00	.00		
56300	LSI MAILINGS	11/28/2025	2,716.00	.00		
56300	REPRODUCTION	11/28/2025	864.00	.00		
56317	PINE CREEK FINAL DESIGN & CONSTRUCTION	11/28/2025	4,725.87	.00		
56361	CRESCENT HILLS SANITARY SEWER	11/28/2025	1,847.36	.00		
56362	MAIN STREET FEASIBILITY	11/28/2025	929.69	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8290:			69,079.84	.00		
WIESER LAW OFFICE PC						
12/25 CITY	BLDG/ZNG - LEGAL FEES	12/31/2025	3,010.58	.00		
12/25 CITY	CLERK - LEGAL FEES	12/31/2025	3,010.58	.00		
12/25 CITY	COUNCIL - LEGAL FEES	12/31/2025	3,010.58	.00		
12/25 CITY	WATER DEPT - LEGAL FEES	12/31/2025	1,505.29	.00		
12/25 CITY	SEWER DEPT - LEGAL FEES	12/31/2025	1,505.29	.00		
12/25 POLICE	PD - LEGAL FEES	12/31/2025	3,640.49	.00		
Total 2361:			15,682.81	.00		
XCEL ENERGY						
11/25 STMT	CITY HALL GREEN SPACE - 322 S 1ST	11/30/2025	25.37	25.37	12/23/2025	
11/25 STMT	UNIT STREET LIGHTS - 33 S WALNUT	11/30/2025	55.52	55.52	12/23/2025	
11/25 STMT	TENNIS COURT LIGHTS - 608 S 7TH	11/30/2025	3.91	3.91	12/23/2025	
11/25 STMT	SHORE ACRES - GRINDER PUMPS	11/30/2025	214.32	214.32	12/23/2025	
11/25 STMT	LIFT STATION - 1450 HWY 16	11/30/2025	29.41	29.41	12/23/2025	
11/25 STMT	ABNET FIELDS - 1323 SPRUCE	11/30/2025	21.30	21.30	12/23/2025	
11/25 STMT	FLAG LIGHT - 202 MAIN	11/30/2025	6.24	6.24	12/23/2025	
11/25 STMT	LIBRARY - 321 MAIN ST	11/30/2025	142.70	142.70	12/23/2025	
11/25 STMT	CITY HALL - 315 MAIN ST	11/30/2025	547.34	547.34	12/23/2025	
11/25 STMT	WELL #3 - 417 WALNUT PLACE	11/30/2025	1,449.86	1,449.86	12/23/2025	
11/25 STMT	LIFT STATION - 31 MCINTOSH RD E	11/30/2025	8.65	8.65	12/23/2025	
11/25 STMT	ICE ARENA - 520 S 14TH ST	11/30/2025	2,620.16	2,620.16	12/23/2025	
11/25 STMT	STREET LIGHTS - PO BOX 142	11/30/2025	6,941.80	6,941.80	12/23/2025	
11/25 STMT	SIGN LIGHT - 525 S CHESTNUT	11/30/2025	10.48	10.48	12/23/2025	
11/25 STMT	FLAG LIGHT - 226 MAIN	11/30/2025	18.12	18.12	12/23/2025	
11/25 STMT	WELL HOUSE - 200 STONEY PT RD	11/30/2025	800.57	800.57	12/23/2025	
11/25 STMT	WWTP - 222 HWY 16	11/30/2025	662.87	662.87	12/23/2025	
11/25 STMT	RESERVOIR - 1026 CRESCENT HILLS	11/30/2025	11.07	11.07	12/23/2025	
11/25 STMT	BOOSTER STATION - 193 MCINTOSH E	11/30/2025	101.10	101.10	12/23/2025	
11/25 STMT	RADIUM PLANT - 722 N 2ND	11/30/2025	531.19	531.19	12/23/2025	
11/25 STMT	WELL #2 - 400 LARCH	11/30/2025	502.32	502.32	12/23/2025	
Total 1410:			14,704.30	14,704.30		
Grand Totals:			537,420.06	141,159.94		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Dated:	_____					
Mayor:	_____					
City Council:	_____					

City Recorder:	_____					
City Treasurer:	_____					

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

3.1



TO: Honorable Mayor and Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: January 9, 2026
RE: Annual Appointments

The following appointments are due for the year 2026 and will require a separate motion for each appointment:

1. Acting Mayor. - **MOTION**
2. On the recommendation of Finance Director Kara Tarrence, the following are the recommended official depositories: **RESOLUTION - Copy Attached.**

All Banking Function: Merchants Bank - La Crescent
 Alerus - La Crescent
 Northland Securities, Inc.
 4 M Fund (Sponsored by League of Minnesota Cities)
 ICD Securities, Inc.
 Multi-Bank Securities, Inc.
 Eitzen State Bank - La Crescent

3. Official Newspaper: Houston County News - **MOTION**
4. Assistant Weed Inspector - Shawn Wetterlin - **MOTION**
5. Responsible authority to administer the requirements for collection, storage and use and dissemination of data on individuals within the City. Angie Boettcher was appointed to this position in 2022 and I would recommend that she continue in this capacity. **RESOLUTION - Copy Attached.**

RESOLUTION NO. 01-26-01

**A RESOLUTION DESIGNATING, AS A DEPOSITORY OF THE CITY OF
LA CRESCENT FUNDS, ONE OR MORE FINANCIAL INSTITUTIONS**

WHEREAS, Minn. Stat. § 118A.02, subd. 1 and Minn. Stat. §§ 427.01-.12, require that the City of La Crescent designate, as a depository of its funds, one or more financial institutions within 30 days of the start of the City's fiscal year.

BE IT RESOLVED, that the City Council of the City of La Crescent designates the following financial institutions as official depositories for the City of La Crescent for all City banking functions and investments:

Merchants Bank - La Crescent
Alerus – La Crescent
Northland Securities, Inc.
4M Fund (sponsored by the League of Minnesota Cities)
ICD Securities, Inc.
Multi-Bank Securities, Inc.
Eitzen State Bank – La Crescent

ADOPTED this 12th day of January, 2026.

SIGNED:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 01-26-02

**A RESOLUTION APPOINTING A RESPONSIBLE AUTHORITY AND
ASSIGNING DUTIES, STATE OF MINNESOTA**

WHEREAS, Minnesota Statutes, Section 13.02 Subdivision 16, as amended, requires that the City of La Crescent appoint one person as the Responsible Authority to administer the requirements for collection, storage, use, and dissemination of data on individuals, within the City, and

WHEREAS, the City Council shares concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively qualified Responsible Authority as required under the statutes,

BE IT RESOLVED, that the City Council of La Crescent appoints Angie Boettcher as the Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, Chapter 13, as amended, and with rules as lawfully promulgated by the Commissioner of Administration.

FURTHER BE IT RESOLVED, the Responsible Authority shall require the requesting party to pay the actual costs of making, certifying, and compiling copies and of preparing summary data.

ADOPTED this 12th day of January, 2026.

SIGNED:

Mayor

ATTEST:

City Administrator

CITY OF LA CRESCENT
STANDING COMMISSIONS
2026

PLANNING COMMISSION

1. Judy Enright – 2026
2. Greg Husmann – 2028*
3. Jon Wilson – 2028^
4. Mike Welch – 2027
5. Ryan Niemeier – 2026^
6. Donny Hogan – 2027
7. Jerry Steffes – 2027

PARK AND RECREATION COMMISSION

1. Alyssa Sebo – 2028*
2. Paul McLellan – 2028*
3. Patricia Martell – 2028*
4. Marge Loch-Wouters – 2026
5. Sarah Wetterlin – 2026
6. Diana Adamski – 2027
7. -2027

GOLF COMMISSION

1. Gary Hill – 2028*
2. Tom Jones – 2027
3. Larry Ernst – 2028*
4. Bill Dockendorff – 2026
5. Scott Yeiter – 2026

LIBRARY BOARD

1. Teresa O'Donnell-Ebner – 2026*
2. Jess Denny – 2026
3. Kelsey Bolton – 2028*
4. Susan Amble – 2027
5. Sara Docan-Morgan – 2028*
6. Kristi Moulton – 2026
7. Erica Myhre – 2027

SUSTAINABILITY/NATURAL RESOURCES COMMITTEE

1. Jim Nissen – 2026
2. Betsy Knowles – 2026
3. Ruth Nissen - 2026
4. Jason Ludwigson -2026

5. Randy Urich – 2026
6. Marge Loch-Wouters - 2026
7. Cindy Wright - 2026
8. Bob Spencer -2026
9. Jeremy Wise – 2026

ECONOMIC DEVELOPMENT COMMISSION

1. Honor DiDonato – 2028*
2. Sarah DeLacy – 2026
3. Mike Welch – 2027
4. Troy Nolop – 2026
5. Lori Kadlec – 2027
6. Al Voss – 2028*
7. Brett Kemmer – 2027

ACTIVE TRANSPORTATION ACTION COMMITTEE

1. Jason Ludwigson - 2026
2. Linda Larson - 2026
3. Maseray Bangura – 2026
4. Kristen Willow Arden – 2026
5. Tim Peterson – 2026
6. Nathan Delarwelle – 2026
7. Ben Wilde – 2026
8. Lee Walraven – 2026
9. Linsie Hempleman – 2026
10. Thomas Pollreis – 2026
11. Tommy Riffe - 2026

HEART SAFE COMMITTEE

1. Cheri Olson - 2026
2. Mary Sue Bush - 2026
3. Angie Boettcher – 2026
4. Linsie Hempleman – 2026
5. Eileen Krenz – 2026
6. David Krenz – 2026
7. Darin Daveau – 2026
8. Cassie Buehler – 2026

Indicates Reappointed*

Indicates New Appointment^

3.3



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: January 8, 2026
RE: City Council Commission Appointments

At the direction of the Mayor, the proposed Commission assignments for 2026 are as follows:

Planning Commission – Chris Langen
Emergency Services Commission – Mike Poellinger
Library Board – Teresa O’Donnell-Ebner
Golf Commission – Chris Langen
Park and Recreation Commission – Teresa O’Donnell-Ebner
Personnel Committee – Mike Poellinger and Dale Williams
Fire Cooperative – Mike Poellinger and Cherryl Jostad
Economic Development Commission – Cherryl Jostad
Fire Department Relief Association – Dale Williams
Explore La Crosse – Cherryl Jostad
Sustainability/Natural Resources Committee – Chris Langen
Heart Safe Committee – Teresa O’Donnell-Ebner

This will be reviewed and discussed, and assignments can be adjusted at the meeting.

3.4 - # 3.6



WIESER LAW OFFICE, P.C.

ATTORNEYS AT LAW
WIESER PROFESSIONAL BUILDING
33 SOUTH WALNUT - SUITE 200
LA CRESCENT, MN 55947

KELLY M. IVERSON
AL "SKIP" WIESER, III
KAYLA C. SCHMITZ

PHONE: (507) 895-8200
FAX: (507) 895-8458

TO: Honorable Mayor and City Council Members
CC: Bill Waller, City Administrator
FROM: Skip Wieser, City Attorney
DATE: January 8, 2026 1/8/26
RE: Annual Reviews

The City's Rules for Organization and Procedure of the City Council, Code of Conduct, and Communication/Social Media policies are on the agenda for an annual review. At this time, we are not suggesting any changes to these documents. The attached will be reviewed at the upcoming meeting.

RESOLUTION NO. 02-13-03

A RESOLUTION ESTABLISHING RULES FOR THE ORGANIZATION AND PROCEDURE OF THE CITY COUNCIL OF THE CITY OF LA CRESCENT

The City Council of the City of La Crescent resolves as follows:

WHEREAS, the City Council of the City of La Crescent has power to regulate its own procedure under Minn. Stat. § 412.191, Subd. 2.

WHEREAS, the purpose of this policy on city council meetings is to set the ground work for orderly and respectful communication between and among council members, city staff and citizens to promote the efficient working of the public's business at city council meetings.

NOW, THEREFORE, the city council of the City of La Crescent has determined that its rules of organization and procedure are as follows:

Section 1. Open Meetings

The Open Meeting Law, Minn. Stat. Ch. 13D, generally requires all meetings of the council to be open to the public.

Subd. 1. Regular Meetings. Regular meetings of the city council shall be held on the second and fourth Monday of each calendar month at 5:00 p.m. Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place. The clerk shall maintain a schedule of regular meetings. This schedule shall be available for public inspection during regular business hours at the city clerk's office. All meetings, including special, emergency meetings, shall be held in the city hall, unless otherwise designated.

Subd. 2. Special Meetings. The mayor or any two members of the council may call a special meeting of the council upon at least twenty-four (24) hours written notice to each member of the council. This notice shall be delivered personally to each member, or left at the member's usual place of residence with some responsible person. Similar written notice shall be mailed at least three (3) days before the meeting date to those who have requested a notice of such special meetings. This request must be in writing and be filed with the clerk, designating an official address where notice may be mailed. Such request will be valid for one (1) year.

Subd. 3. Emergency Meetings. The mayor or any two (2) council members may call an emergency meeting when circumstances require the immediate consideration of a matter by the council. Notice may be in writing personally delivered to council members or may be in the form of personal telephone communication. Notice must include the date, time, place, and purpose of such a meeting. Where practical, the clerk shall make an effort to contact news gathering organizations that have filed a request to receive notice of special meetings.

Subd. 4. Closed Meetings. The Minnesota Open Meeting Law allows some meetings to be closed to the public for defined purposes. When a meeting is closed, the presiding officer at the

First Adopted by Council: December 1975

Amended by Council: January 12, 2015; December 12, 2022; January 8, 2024

Reviewed by Council: February 25, 2013; May 27, 2014; January 12, 2015; January 11, 2016; January 9, 2017;

January 8, 2018; January 14, 2019; January 13, 2020; January 11, 2021; January 10, 2022; January 9, 2023; January 8, 2024;

January 27, 2025; January 12, 2026

council meeting will state the reason for closing the meeting on the record and cite the state statute that permits closure.

Subd. 5. Recessed or Continued Meetings. When a meeting is recessed or continued, the presiding officer shall state the time and place for the next meeting to occur pursuant to Minn. Stat. § 13D.04, subd. 4. The time and place shall be noted in the minutes. If the time and place are stated in the minutes, no additional notice of the meeting is required. However, if the time and place is not stated, the notice procedures for special meeting shall be required.

Subd. 6. Initial Meeting/Organizational Meetings. The council will conduct its organizational meeting concurrent with the first regular council meeting in January of each year to:

1. Appoint an acting mayor pursuant to Minn. Stat. § 412.121.
2. Select an official newspaper pursuant to Minn. Stat. § 412.831.
3. Select an official depository for city funds. This must be done within thirty (30) days of the start of the City's fiscal year pursuant to Minn. Stat. §§ 427.01-.02; 118A.02, subd. 1; 427.09.
4. Review council's bylaws and make any needed changes.
5. Assign committee duties to members.

Subd. 7. Public Meetings. Except as otherwise provided in the open meeting law, all council meetings, including special, emergency, and adjourned meetings and meetings of all council committees shall be open to the public.

Subd. 8. Interactive Technology. The City Council may broadcast their meeting(s) through interactive technology and allow the observation of public meetings. Interactive technology will not be used by the City Council for accepting public comment or testimony. This subdivision does not apply to employees, appointed officers, or consultants of the City.

Section 2. Presiding Officer

Subd. 1. Who Presides. The presiding officer shall be the mayor. In the absence of the mayor, the acting mayor shall preside. In the absence of both, the city administrator shall call the meeting to order and shall preside until the council members present at the meeting choose one of their number to act temporarily as presiding officer.

Subd. 2. Procedure. The presiding officer shall preserve order, enforce the rules of procedure herein prescribed and determine without debate, subject to the final decision of the council on appeal, all questions of procedure and order. The presiding officer shall determine which member has the right to speak and may move matters to a vote once the officer has determined that all members have spoken. The presiding officer may determine whether a motion or proposed amendment is in order and may call members to order. Except as otherwise provided by statute or by these rules, the proceedings of the council shall be conducted in accordance with *Robert's Rules of Order, Newly Revised, 11th Edition, as revised.*

Subd. 3. Appeals. Any member may appeal to the council from a ruling of the presiding

officer. If the appeal is seconded, the member may speak once solely on the question involved and the presiding officer may explain his or her ruling, but no other council member shall participate in the discussion. Once both the maker of the motion and the presiding officer have spoken, the matter must be voted upon by the council as a whole. The appeal shall be sustained if it is approved by a majority of the members present.

Subd. 4. Rights of Presiding Officer. Whenever the presiding officer desires to speak on any question or to make or second any motion, the presiding officer shall vacate the chair, designate the acting mayor, or in their absence, some other council member, to preside temporarily, and shall not resume the chair until the matter under consideration has been acted upon by the council.

Section 3. Minutes

Subd. 1. Who Keeps. Minutes of each council meeting shall be kept by the clerk or in the city clerk's absence, the city administrator, or his/her assigns. In the absence of both, the presiding officer shall appoint the city attorney as a secretary pro tem. Ordinances, resolutions, and claims need not be recorded in full in the minutes if they appear in other permanent records of the clerk and can be accurately identified from the description given in the minutes.

Subd. 2. Approvals. The minutes of each meeting shall be reduced to typewritten form, shall be signed by the clerk, and copies shall be delivered to each council member as soon as practicable after the meeting. At the next regular meeting following such delivery, approval of the minutes need not be read aloud, but the presiding officer shall call for any additions or corrections. If there is no objection to a proposed addition or correction, it may be made without a vote of the council. If there is an objection, the council shall vote upon the addition or correction. If there are no additions or corrections, the minutes shall stand approved.

Subd. 3. Publication. Minutes shall be published as required by Minn. Stat. §§ 412.191, 331A.08, subd. 3, 331A.01, subd. 10.

Section 4. Order of Business.

Subd. 1. Order Established. Each meeting of the council shall convene at the time and place appointed. Council business shall be conducted in the following order:

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Action to change agenda
5. Consent agenda
6. Public hearings
7. Items for consideration
8. Unfinished business
9. Mayor's comments
10. Staff correspondence
11. Correspondence

First Adopted by Council: December 1975

Amended by Council: January 12, 2015; December 12, 2022; January 8, 2024

Reviewed by Council: February 25, 2013; May 27, 2014; January 12, 2015; January 11, 2016; January 9, 2017;

January 8, 2018; January 14, 2019; January 13, 2020; January 11, 2021; January 10, 2022; January 9, 2023; January 8, 2024;

January 27, 2025; January 12, 2026

12. Announcements
13. Items for next agenda
14. Adjournment

Subd. 2. Varying Order. The order of business may be varied by the presiding officer, but all public hearings shall be held at the time specified in the notice of hearing.

Subd. 3. Agenda. An agenda will be prepared for all regular council meetings by the city administrator. Agenda items may be placed by city council members and city staff. Members of the public wishing to place items on the agenda shall complete an agenda request form. When a special meeting is called, the agenda must be included in the request for the meeting and notice consisting of the date, time and purpose of the special meeting shall be posted by the City.

1. All requests to place an item on the agenda must be received by the city administrator/clerk by noon on the Wednesday prior to the next council meeting.
2. All requests to place an item on the agenda must be on the form prescribed by the city. The form should be completed with the goal of clearly describing the subject matter to be considered by council and any action requested or required. Supporting information may be attached to the form as necessary.
3. All requests to place an item on the agenda by city staff must be reviewed by the city administrator/clerk.
4. The agenda, along with information materials, will be mailed or delivered to all city council members and the city attorney at least three (3) days prior to the next council meeting.
5. No item of business shall be considered unless it appears on the agenda for the meeting or is approved for addition to the agenda by a unanimous consent of the Council Members present, unless extraordinary circumstances exist.

Section 5. Quorum and Voting.

Subd. 1. Quorum. At all council meetings a majority of the elected council members shall constitute a quorum for the transaction of business, but a smaller number may adjourn from time to time. The council may punish non-attendance by a fine not exceeding \$100.00 for each absence from any meeting unless a reasonable excuse is offered.

Subd. 2. Voting. The votes of the members on any question may be taken in any manner, which signifies that the intention of the individual members, and the votes of the members on any action taken shall be recorded in the minutes. The vote of each member shall be recorded on each appropriation of money, except for payments of judgments, claims and amounts fixed by statute. If any member is present but does not vote, the minutes, as to that member's name, shall be recorded as an abstention.

Subd. 3. Votes Required. A majority vote of all members of the council shall be necessary for approval of any ordinance unless a larger number is required by statute. Except as otherwise provided by statute, a majority vote of a quorum shall prevail in all other cases.

Section 6. Decorum of Council Members.

Subd. 1. Aspirational Statement. All council members shall assist the presiding officer in preserving order and decorum and in providing for the efficient operation of the meeting.

Subd. 2. Aspirational Statement. No council member shall engage in conduct which delays or interrupts the proceeding or which hinders honest, respectful discussion and debate.

Subd. 3. Aspirational Statement. City council meetings shall be conducted in a courteous manner that recognizes the validity of differing points of view and promotes the ideal of democratic discussion and debate free of insult, slander, and personal attacks and threats.

Subd. 4. Aspirational Statement. To effectuate these aspirational goals, city council members shall conduct themselves at council meetings in a manner consistent with the following:

1. No council member shall engage in private conversation or pass private messages while in the chamber in a manner so as to interrupt the proceedings of the council.
2. No council member shall leave his or her seat or make any noise of disturbance while a vote is being taken and until the result of the vote is announced.
3. No council member shall use profane or obscene words or unparliamentary language or use language that threatens harm or violence toward another person during a council meeting.
4. No council member shall speak on any subject other than the subject in debate.
5. No council member shall speak without being recognized by the chair; nor shall any council member interrupt the speech of another council member.

Section 7. Ordinances, Resolutions, Motions, Petitions and Communications.

Subd. 1. Readings. Every ordinance and resolution shall be presented in writing. An ordinance or resolution need not be read in full unless a member of the council requests such a reading.

Subd. 2. Signing and Publication Proof. Every ordinance and resolution passed by the council shall be signed by the mayor, attested by the clerk, and filed by the clerk in the ordinance or resolution book. Proof of publication of every ordinance shall be attached and filed with the ordinance.

Subd. 3. Repeals and Amendments. Every ordinance or resolution repealing a previous

ordinance or resolution or a section or subdivision thereof shall give the number, if any, and the title of the ordinance or code number of the ordinance or resolution to be repealed in whole or in part. Each ordinance or resolution amending an existing ordinance or resolution or part thereof shall set forth in full each amended section or subdivision as it will read with the amendment.

Subd. 4. Motions, Petitions, Communications. Every motion shall be stated in full before the presiding officer submits it to a vote and shall be recorded in the minutes. Every petition or other communication addressed to the council shall be in writing and shall be read in full upon presentation to the council unless the council dispenses with the reading. Each petition or other communication shall be recorded in the minutes by title and filed with the minutes in the office of the clerk.

Section 8. Committees.

Subd. 1. Committees Designated. The following committee shall be appointed by the council at the first regular council meeting in January of each year:

1. Personnel committee

Subd. 2. Referral and Reports. Any matter brought before the council for consideration may be referred by the presiding officer to the appropriate committee or to a special committee that the presiding officer appoints for a written report and recommendation before it is considered by the council as a whole. A majority of the members of the committee shall sign the report and file it with the clerk prior to the council meeting at which it is to be submitted. Minority reports may be submitted. Each committee shall act promptly and faithfully on any matter referred to it.

Section 9. Suspension or Amendment of Rules.

These rules may be suspended or amended only by a two-thirds vote of the members present and voting.

Originally passed February 25, 2013 and Amended May 27, 2014, January 12, 2015, and January 8, 2024 by the City Council of the City of La Crescent.

Mayor

City Administrator

CITY OF LA CRESCENT, MINNESOTA

Code of Conduct

Purpose.

The city council of the City of La Crescent determines that a code of conduct for its members, as well as the members of the various boards and commissions of the City of La Crescent, is essential for the public affairs of the city. By eliminating conflicts of interest and providing standards for conduct in city matters, the city council hopes to promote the faith and confidence of the citizens of La Crescent in their government and to encourage its citizens to serve on its council and commissions.

Standards of Conduct.

Subd. 1. No member of the city council or a city board or commission may knowingly:

- a. Violate the open meeting law.
- b. Participate in a matter that affects the person's financial interests or those of a business with which the person is associated, unless the effect on the person or business is no greater than on other members of the same business classification, profession, or occupation.
- c. Use the person's public position to secure special privileges or exemptions for the person or for others.
- d. Use the person's public position to solicit personal gifts or favors.
- e. Use the person's public position for personal gain.
- f. Except as specifically permitted pursuant to Minn. Stat. 471.895, accept or receive any gift of substance, whether in the form of money, services, loan, travel, entertainment, hospitality, promise, or any other form, under circumstances in which it could be reasonably expected to influence the person, the person's performance of official action, or be intended as a reward for the person's official action.
- g. Disclose to the public or use for the person's or another person's personal gain, information that was gained by reason of the person's public position if the information was not public data or was discussed at a closed session of the city council.
- h. Disclose information that was received, discussed, or decided in conference with the city's legal counsel that is protected by the attorney-client privilege unless a majority of the city council has authorized the disclosure.

Subd. 2. Except as prohibited by the provisions of Minn. Stat. Sec. 471.87, there is no violation of subdivision 1 b. of this section for a matter that comes before the council, board, or commission if the member of the council, board, or commission publicly discloses the circumstances that would violate these standards and refrains from participating in the discussion and vote on the matter. Nothing herein shall be construed to prohibit a contract with a member of the city council under the circumstances described under Minn. Stat. Sec. 471.88, if proper statutory procedures are followed.

CITY OF LA CRESCENT, MINNESOTA

Complaint, Hearing.

Any person may file a written complaint with the city clerk alleging a violation of the standards of conduct. The complaint must contain supporting facts for the allegation. The city council may hold a hearing after receiving the written complaint or upon the council's own volition. A hearing must be held only if the city council determines (1) upon advice of the city attorney, designee, or other attorney appointed by the council, that the factual allegations state a sufficient claim of a violation of these standards or rise to the level of a legally-recognized conflict of interest, and (2) that the complaint has been lodged in good faith and not for impermissible purposes such as delay. The city council's determination must be made within 30 days of the filing of the allegation with the city clerk. If the council determines that there is an adequate justification for holding a hearing, the hearing must be held within 30 days of the city council's determination. At the hearing, the person accused must have the opportunity to be heard. If after the hearing, the council finds that a violation of a standard has occurred or does exist, the council may censure the person, refer the matter for criminal prosecution, request an official not to participate in a decision, or remove an appointed member of an advisory board or commission from office.

CITY OF LA CRESCENT COMMUNICATIONS POLICY

Policy No. 24

To better serve our citizens and give our workforce the best tools to do their jobs, the City of La Crescent continues to adopt and make use of new means of communication and information exchange. Many of our employees have access to one or more forms of electronic media and services, including, but not limited to, computers, e-mail, telephones, cellular telephones, pagers, voice mail, fax machines, external electronic bulletin boards, wire services, on-line services, social media, the Internet and the World Wide Web.

The City of La Crescent encourages the use of these media and associated services because they can make communication more efficient and effective and because they are valuable sources of information. However, all employees and everyone connected with the City of La Crescent should remember that electronic media and services provided by the City of La Crescent are City of La Crescent property and their purpose is to facilitate and support City of La Crescent business. No expectation of privacy exists for employees in regard to use of the City of La Crescent's electronic communication systems in any respect related to accessing, transmitting, sorting, or communicating information via the system.

This policy cannot lay down rules to cover every possible situation. The purpose of this policy is to express the City of La Crescent's philosophy and set forth general guidelines governing the use of electronic media and services. By adopting this policy, it is the City of La Crescent's intent to ensure the electronic communication systems are used to their maximum potential for business purposes and not used in a way that is disruptive, offensive to others or contrary to the best interest of the City of La Crescent.

It is recognized that some personal use of communications is necessary, but all personal use should be kept as brief as possible during work time.

General

This policy applies to all full-time, regular part-time, part-time, and temporary employees, contractors, volunteers, customers, and all other individuals who are provided access to the City of La Crescent communication systems. This policy does not constitute a contract. Revisions may be made from time to time at the discretion of the City Administrator. All employees will be provided with a written copy of this policy, which will be signed, and the signature page placed in their personnel file.

Mail

The City of La Crescent employees may purchase postage at the City office for use on their personal mail items. Personal mail items may be included with the City's daily delivery of mail to the U.S. Post Office.

Telephone

Personal telephone calls shall be kept as brief as possible and shall be made during lunch breaks

or rest breaks whenever possible. No charge will apply to local calls. All other long distance calls must be reimbursed to the City. Incoming personal calls may be answered by the employee, but they shall be kept as brief as possible. The City of La Crescent staff will take personal messages for employees. Employees should discourage callers from making personal calls on a regular basis. Employees may check for their messages during lunch breaks, rest breaks, or at the end of the workday. If an incoming message represents an emergency, the City staff will make every effort to contact the employee immediately.

Facsimile (Fax)

The City of La Crescent employees may use the City's fax machine on lunch breaks, rest breaks, before work hours, or after work hours to fax personal communications. No charge will apply to local faxes.

Cellular Phone & Camera

1. Purpose/Policy

- A. Purpose. This policy is intended to define acceptable and unacceptable uses of cellular telephones, cellular phone cameras, cellular phone video, and still and video photography (hereinafter "Cellular Technology." Its application is to insure that Cellular Technology usage is consistent with the best interest of the City of La Crescent without unnecessary restriction of employees in the conduct of their duties. It is recognized that some personal use of communications is necessary to enhance the efficiency of the employee's time. All personal use should be kept as brief as possible during work time. Employees are to use their Cellular Technology in a safe manner at all times. This policy will be implemented to prevent the improper use of or abuse of Cellular Technology and to insure that City of La Crescent employees exercise the highest standards of propriety in their use.
- B. Policy. Employees may not post or publish images of victims, images of emergency scenes, the interior of private dwellings, pictures of our residents, or any other non-public information on any websites of personal use such as but not limited to Facebook, MySpace, Instagram and/or other social media is prohibited.

2. General

This policy applies to all full-time, regular part-time, part-time, temporary employees, contractors, volunteers, customers, and other individuals who are provided access to City of La Crescent communication systems. This policy does not constitute a contract. Revision may be made from time to time at the discretion of the City Administrator.

3. Policy: Employee Cell Phone Per Diem Agreement/Policy

With City Council approval, certain Department Heads and Supervisors and fulltime employees shall be entitled to a monthly payment representing a cellular phone allowance. To be eligible for this allowance, a job-related necessity must exist requiring the Department Head/Supervisor or fulltime employee to be available, outside of normal office hours. The cell phone allowance must also eliminate a City owned cell phone and/or the

need for the Department Head/Supervisor or fulltime employee to seek reimbursement for job-related toll charges made on their own personal phone.

This allowance shall be approved with the understanding that the employee will furnish his/her own cellular phone to be used for City business purposes related to his/her job duties. Such cellular phone number shall be readily available to other City Officials and employees, as well as members of the public, to the same extent as if the City were providing him/her with a cellular phone. All use for official City business purposes shall comply with all City of La Crescent policies and auditing/disclosure practices.

In accepting the monthly Per Diem, the Department Head/Supervisor or fulltime employee is obligated/required to maintain a cellular phone and calling plan that is sufficient to meet the needs of their position. Factors determining sufficiency include, but are not limited to, adequate amount of minutes or calling time available, adequate phone battery life and adequate reception to be accessible throughout the City, as technology permits.

Effective June 1, 2013, the monthly Per Diem shall increase to \$50.00 per month for eligible Department Head/Supervisor or fulltime employee. Said amount may be reviewed as needed by the Council at the first meeting in January each year hereafter or at other times as determined by the Council in the Council's discretion.

The Department Head/Supervisor or fulltime employee is also obligated/required to safeguard any City information or conversations discussed on his/her cellular phone and maintain any City data stored or accessible on the cellular phone according to its classification under the Minnesota Government Data Practices Act (MGDPA).

Employees' use of cellular or wireless devices will comply with applicable Minnesota law including Minnesota Hands Free Law as found in Minnesota Statutes Section 169.475, as maybe amended.

Internet/Email

The City of La Crescent recognizes that the Internet offers a wealth of information that can improve the City's services and the productivity of the City's employees. The City of La Crescent recognizes that e-mail is an efficient and convenient form of communication for both business and personal applications. Confidential information shall not be transmitted via e-mail. E-mail users should be aware the e-mail is easily misdirected or forwarded by the recipient to untold numbers of persons, and the content is easily misconstrued or altered. E-mail and Internet users should also be aware that when they have deleted a message or document from their computer, it may not have been deleted from the entire system and may be stored on the computer's back-up system. E-mail is not a good form of communication with legal counsel when seeking legal advice or transmitting information concerning matters in litigation. Inadvertent disclosure or dissemination of the communication could waive the attorney-client privilege.

The same rules, which apply to record retention for other City of La Crescent documents, apply to e-mail. As a rule, e-mail is a public record whenever a paper message with the same content would be a public record.

The Internet and e-mail are to be accessed for business purpose only, during working hours.

Employees may use the City's Internet access to reach sites of personal interest during lunch breaks, rest breaks, before work hours, or after work hours. Employees may receive personal e-mail communications during work hours but shall not respond to those communications during work-hours, except in the case of an emergency.

Only those employees or officials who are duly authorized to speak to the media, to analysts or in public gatherings on behalf of the city may speak/write in the name of the City to any news group or chat room. Other employees may participate in news groups or chats in the course of business when relevant to their duties, but they do so as individuals speaking only for themselves.

The City provides Internet access to employees for work on City business. Employees may use this access for work-related matters in a professional manner.

Occasional personal use of the Internet and e-mail is acceptable within the bounds of all City policies. The following considerations apply to all uses of the Internet whether business related or personal:

1. There is no quality control on the Internet. All information found on the Internet should be considered suspect until confirmed by another source.
2. Internet use during work hours must be limited to subjects directly related to job duties.
3. Personal use of the Internet during non-work hours (breaks, lunch hour, before or after work) is permitted. However, employees may not, at any time, access inappropriate sites. Some examples of inappropriate sites include but are not limited to adult entertainment, sexually explicit material, or material advocating intolerance of other people, races or religions, or in manners that otherwise violate City policies related to respectful workplace and harassment prevention. This prohibition includes information on social media sites such as Facebook and MySpace, blogs and microblogs such as Twitter.
4. No software or files may be downloaded from the Internet unless approved in advance by the technology department or City Administrator. This includes but is not limited to free software or downloads, maps, weather information, toolbars, music or photofiles, clipart, screensavers and games.
5. Employees may not participate in any Internet chatroom – an online meeting place to discuss a particular topic, sometimes in semi-privacy – unless the topic area is related to City business.
6. The City may monitor any employee's use of the Internet for any purpose without prior notice, as deemed appropriate by the City Administrator.
7. Employees may not post or publish images of victims, images of emergency scenes, the interior of private dwellings, pictures of our residents, or any other non-public information on any websites of personal use such as but not limited to Facebook, MySpace, Instagram and/or other social media.

Participation in On-Line Forums or Social Media

First Adopted by Council* March 24, 2003

Amended by Council: January 8, 2024

Reviewed by Council: January 12, 2009; February 28, 2013; January 13, 2020; January 11, 2021; January 10, 2022;

January 9, 2023; January 8, 2024; January 27, 2025; January 12, 2026

1. Employees should remember that any messages or information sent on City of La Crescent-provided facilities to one or more individuals via an electronic network (for example: Internet mailing lists, bulletin boards and on-line services) are statements identifiable and attributable to the City of La Crescent.
2. The City of La Crescent recognizes that participation in some forums might be important to the performance of an employee's job. For instance, an employee might find the answer to a technical problem by consulting members of a newsgroup devoted to the technical area.
3. Employees shall include the following disclaimer in all of their postings to public forums:

The views, opinions and judgments expressed in this message are solely those of the author. The message contents have not been reviewed or approved by the City of La Crescent.
4. Employees should note that even with a disclaimer, a connection with the City of La Crescent exists and a statement could be imputed legally to the City of La Crescent. Therefore, employees should not rely on disclaimers as a way of insulating the City of La Crescent from the comments and opinions they contribute to forums. Instead, employees must limit their discussion to matters of fact and avoid expressing opinions while using the City of La Crescent's systems or provided account.
5. Employees must receive authorization from their department head prior to participating in an online forum.

The Following Shall Apply to All Means of Communication:

1. Access Rules:

Employees shall only use software that is supplied by the City, including but not limited to, web browser and e-mail applications. Employees shall not install hardware or software on the City's system without the express permission of Information Management Specialists or City of La Crescent personnel so designated. Employees shall not access, intercept, record, read, modify, or delete the files belonging to others. Employees shall only use the usernames provided by the City. Employees may not subscribe to receive e-mail from news groups or list services without the permission of Information Management Services or the City of La Crescent personnel so designated.

Individual workstations are configured to operate in a complex, networked environment. Users shall not change their system's setup files. Users who believe their setup files are not configured correctly should contact Information Management System for assistance.

2. Security:

Every employee must maintain the security of the City of La Crescent's communication systems. Employees shall not divulge passwords or security protocols to anyone outside of the City of La Crescent. Employees shall not permit unauthorized users to use their password(s) or the City of La Crescent's Internet or e-mail access.

Unacceptable Use of The City of La Crescent's Communication Systems

At no time, during work hours or non-work hours, shall an employee use any of the City of La Crescent's communications system for any of the following purposes:

1. To access, transmit, upload, download, receive or distribute pornographic, obscene, abusive, or sexually explicit materials or materials containing unclothed or partially clothed people.
2. To transmit or receive obscene, abusive or sexually explicit language or profanity.
3. To violate any local, state or federal law or engage in any type of illegal activities.
4. To vandalize, damage or disable the property of another person or organization.
5. To access the materials, information, files or e-mail of another person or organization without permission or without a legitimate business reason.
6. To violate any applicable state, federal, or international copyright, trademark, or intellectual property laws or regulations, or otherwise use another person or organization's property without prior approval or proper attribution consistent with copyright laws, including unauthorized downloading or exchanging of pirated or otherwise unlawful software, or copying software to or from any of the City of La Crescent's computer.
7. To engage in any form of gambling, wagering, betting, or selling.
8. To engage in any type of harassment or discrimination, including but not limited to; sexual harassment, harassment, or discrimination based upon race, gender, sexual orientation, religion, national origin, marital status, status with respect to public assistance, disability or any other type of harassment or discrimination prohibited by law and by the City of La Crescent policy.
9. To engage in any type of commercial enterprise unrelated to the specific purposes and needs of the City of La Crescent.
10. To engage in any form of solicitation for private purpose that is not related to the business purpose of the City of La Crescent.
11. To promote any political or private causes or other activities that are not related to the business purpose of the City of La Crescent.
12. To enter into financial or contractual obligations without the prior express consent of the City Administrator.
13. To advocate or access information advocating any type of unlawful violence, vandalism or illegal activity.
14. To download large files, requiring the City of La Crescent's storage capacity, from the Internet for personal use.
15. To connect personal social media account names or e-mail addresses to the City of La Crescent.

16. To disclose private or non-public information.

Receipt of Inappropriate E-Mail or Access of Inappropriate Internet Sites

If an inappropriate and unsolicited e-mail message is received, it should be immediately deleted unless the message includes reference to an illegal activity as noted above. Messages referring to illegal activities should be immediately reported to the employee's Department Head. If an employee inadvertently accesses an Internet site which is inappropriate or prohibited, the employee shall immediately escape from such site. Employees should be aware that every transaction on the Internet leaves a trail that can be easily traced and timed.

Enforcement

Any employee who abuses the provisions of this policy will be subject to discipline, including discharge, for abuse of this policy and/or for any other related applicable policies, rules or state and federal laws. In addition, violations of the policy or misuse of the communication systems, which are of a criminal nature, may be referred for criminal prosecution.

Disclaimer/User Liability

While the City of La Crescent has adopted and shall enforce this policy to the extent practicable, it does not have the resources or technical capability to ensure complete compliance by its users, who shall be individually responsible for adhering to the terms of this policy. The City of La Crescent shall not assume, and hereby expressly disclaims, liability for the misuse of its communication systems, computers, equipment or Internet access, which violates this policy or any law.

CITY OF LA CRESCENT COMMUNICATIONS POLICY
ACKNOWLEDGEMENT OF RECEIPT OF COMMUNICATION POLICY

I, _____, an employee of the City of La Crescent, acknowledge that I have received a copy of the City Communication Policy and understand that this receipt will be filed with my personnel records.

Date: _____

Signature

Print Name

3.7



To: Honorable Mayor and City Council
From: Kara Tarrence, Finance Director *KCT*
Re: 2026 Mileage Rates

The Office of the State Auditor recommends that local government entities review expense reimbursement limits and mileage rates at the first meeting of the year. This is informational only.

The IRS has increased the standard mileage rate for business use in 2026 to \$0.725/per mile. Please see the attached IRS notice.

Meal expense reimbursement will be presented at the January 26th City Council meeting.



IRS sets 2026 business standard mileage rate at 72.5 cents per mile, up 2.5 cents

IR-2025-128, Dec. 29, 2025

WASHINGTON — The Internal Revenue Service today announced that the optional standard mileage rate for business use of automobiles will increase by 2.5 cents in 2026, while the mileage rate for vehicles used for medical purposes will decrease by half a cent, reflecting updated cost data and annual inflation adjustments.

Optional standard mileage rates are used to calculate the deductible costs of operating vehicles for business, charitable, and medical purposes. Additionally, the optional standard mileage rate may be used to calculate the deductible costs of operating vehicles for moving purposes for certain active-duty members of the Armed Forces, and now, under the One, Big, Beautiful Bill, certain members of the intelligence community.

Beginning Jan. 1, 2026, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 72.5 cents per mile driven for business use, up 2.5 cents from 2025.
- 20.5 cents per mile driven for medical purposes, down a half cent from 2025.
- 20.5 cents per mile driven for moving purposes for certain active-duty members of the Armed Forces (and now certain members of the intelligence community), reduced by a half cent from last year.
- 14 cents per mile driven in service of charitable organizations, equal to the rate in 2025.

The rates apply to fully-electric and hybrid automobiles, as well as gasoline and diesel-powered vehicles.

While the mileage rate for charitable use is set by statute, the mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes, meanwhile, is based on only the variable costs from the annual study.

Under the law, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses, except for certain educator expenses. However, deductions for expenses that are deductible in determining adjusted gross income remain allowable, such as for certain members of a reserve component of the Armed Forces, certain state and local government officials, certain performing artists, and eligible educators. Alternatively, eligible educators may claim an itemized deduction for certain unreimbursed employee travel

3.8



MEMORANDUM

TO: Honorable Mayor and City Council Members

FROM: Tim Hruska, P.E., L.S.

DATE: January 9, 2026

RE: Walnut Street Streetscaping

As part of the Walnut Street Reconstruction, streetscaping is planned along the corridor. Attached are several levels of streetscaping options for the corridor. Options include amenities and furnishings such as colored concrete at the Main Street intersection with City Logo, raised curbs around planting beds, pre-cast concrete planters, benches, precast concrete set walls, integrated colored concrete in the boulevards and along the trail, and drinking fountains.

On January 6th and 8th WHKS & Co. and Staff presented the 60% street improvements layout and streetscaping options to the residents and businesses. Tyler Benish and I will go over their feedback with the Council at the January 12th Council Meeting. Staff have reviewed the options presented and are recommending that the Council select the level of streetscaping, amenities, and furnishings for the project corridor. Examples and explanations of each level is attached and will be reviewed with the Council. We have also attached the strip map of the project for your information.

I will attend the meeting to review and discuss with the Council. Amy Bower, Senior Landscape Architect with HKGi will attend the meeting via zoom to answer questions related to streetscape design.

Requested Action

Select the level of streetscaping, including amenities and furnishings,

Board 1: Key Map of Streetscape Design



The Walnut Street Streetscape Design project area has been broken down into three primary areas with accompanying existing site photos:

- 1) **South / Commercial Area:** Walnut St from S 3rd St to just north of N 1st St. Within this area, the focus of the streetscape design is to provide an enhanced, walkable streetscape with a sidewalk (west side), 10' wide concrete trail (east side), upgraded lighting, landscaping, surfacing, and site furniture to reflect the character of the commercial area. Safety at roadway crossings is also emphasized with curb extensions at intersections. Upgraded seating, drinking fountain, gateway signage (or public art) are proposed for the existing area north of S 3rd St on the west side of Walnut St. The existing overlook area across from S 2nd St is proposed to be redesigned with upgraded seating (benches and a table), shade trees and landscaping. The existing flagpole and apple monument will be integrated into the design. Within this area, there are two focus areas with more detail presented on subsequent boards: Trailhead Options A, B, and C; and Walnut St & Main St Options A, B, and C.
- 2) **North Residential Area:** Walnut St from just north of N 1st St through Walnut Pl. Within this area, the focus of the streetscape design is to continue the trail

connection to Veteran's Park, restore shade trees throughout the project area, and provide lighting (as an option).

- 3) Veteran's Park: Proposed park trail access from Walnut Pl to the parking lot within Veteran's Park. Within this area, the proposed improvements include a bituminous trail connection, shade trees and lighting (optional) along the trail, and a culvert crossing.

Board 2: Walnut St and Main St Option A

La Crescent Walnut Street Streetscape Designla crescent

Streetscape Option A

Standard benches and planters

Walnut & Main St





View from trail on west side of Walnut St, looking east



View from northeast corner of Main St and Walnut St, looking west



View from southeast corner of Main St and Walnut St, looking north



View from south side of Walnut St, facing north

Each of the Walnut St and Main St Option Boards show an annotated illustrative plan view of the proposed option, accompanied by 3D renderings of the proposed design showing viewpoints from each of the four corners of the intersection of Walnut St and Main St.

Elements that are the same in each of the options include the following:

- Integral color concrete with the City's apple logo and contrasting color crosswalks at the Walnut St and Main St intersection.
- Concrete-surfaced boulevard separating the sidewalk and trail from the edge of curb along Walnut St.
- A 6' wide concrete sidewalk on the west side of Walnut St with ADA accessible curb ramps at crossings.

- A 10' wide concrete multiuse trail along the east side of Walnut St with ADA accessible curb ramps at crossings.
- Shade trees placed throughout where possible to provide amenity to pedestrians while maintaining visibility along the road corridor.
- Curb extensions at intersections that provide additional areas for site furnishings.
- Pedestrian-scaled lighting (shepherd's hook fixture) throughout.

Elements Unique to Streetscape Option A:

- Plant beds are provided at curb extension areas at intersections. These plant beds are at-grade with the adjacent sidewalk and trail, and shown planted densely with native, salt-tolerant species.
- Pre-cast concrete planter pots are located at the intersections to provide additional cover for pedestrians and to provide an element for placemaking.
- Pairs of benches on the east side of Walnut St and Main St intersection are shown, providing additional seating for nearby food-related establishments.

Estimated Cost Range for Streetscape Option A (Base): \$780,000 - \$974,000*

**Low end cost does not include any alternate options (integrated color concrete in boulevards and along trail); high end cost does not include lighting alternates.*

Board 3: Walnut St and Main St Option B

La Crescent Walnut Street Streetscape Design



Streetscape Option B

Plant beds with raised curb

Walnut & Main St



View from northwest corner of Main St and Walnut St, facing east



View from southeast corner of Main St and Walnut St, facing north



View from southwest corner of Main St and Walnut St, facing north

Elements Unique to Streetscape Option B:

- Plant beds are provided at curb extension areas at intersections. These plant beds are shown with a raised curb around the perimeter, and planted densely with native, salt-tolerant species. The raised curb provides protection to the vegetation from people walking through the plant beds, as well as protection from salt/snow clearing in wintertime.
- Raised plant bed areas have been maximized in this option (no pre-cast concrete planter pots).

Estimated Cost Range for Streetscape Option B (Base + Raised Plant Beds): \$834,000 - \$1,027,000*

**Low end cost does not include any alternate options (integrated color concrete in boulevards and along trail); high end cost does not include lighting alternates.*

Board 4: Walnut St and Main St Option C

La Crescent Walnut Street Streetscape Design



Streetscape Option C

Pre-cast concrete seat walls and raised curb plant beds

Walnut & Main St



View from northwest corner of Walnut St and Main St, facing east



View from northwest corner of Main St and Walnut St, looking west



View from northwest corner of Main St and Walnut St, facing north



View from southwest corner of Main St and Walnut St, facing north

Elements Unique to Streetscape Option C:

- Plant beds are provided at curb extension areas at intersections. These plant beds are shown with a raised curb around the perimeter, and planted densely with native, salt-tolerant species. The raised curb provides protection to the vegetation from people walking through the plant beds, as well as protection from salt/snow clearing in wintertime.
- Raised plant bed areas have been maximized in this option (no pre-cast concrete planter pots).
- Pre-cast concrete seat walls have been integrated into the design, in lieu of benches. These seat walls would serve as edging to the plant beds where possible, and provide a unique, monumental quality to the streetscape design.

Estimated Cost Range for Streetscape Option C (Base + Raised Plant Beds + Concrete Seat Walls): \$888,000 - \$1,081,000*

Estimated Cost Range for Streetscape Option C without raised plant beds (Base + Concrete Seat Walls): \$799,000 - \$992,000*

*Low end cost does not include any alternate options (integrated color concrete in boulevards and along trail); high end cost does not include lighting alternates.

Board 5: Trailhead Options



The recently completed Wagon Wheel Trail extension into downtown La Crescent provides an opportunity to connect bicyclists and pedestrians to the commercial area of Walnut St. Three concept options for the design of the northeast quadrant of the intersection of Walnut St and S 1st St have been created, which roughly correspond to Options A, B, and C for the Walnut St and Main St area.

Elements that are the same in each of the Trailhead Options include the following:

- A bank of bike racks along S 1st St, potentially to be branded with the City's logo.
- A drinking fountain.
- Bench(es)
- A kiosk to display information to visitors, such as a map and directory of downtown businesses.

Elements Unique to each Trailhead Option:

- Trailhead Option A: Planter pots are shown at the intersection; two benches are shown within the curb extension area along Walnut St; drinking fountain is located within the at-grade planter bed along S 1st St.
- Trailhead Option B: Planter beds are shown with a raised curb along the perimeter; a single bench is shown within the curb extension area along Walnut St; drinking fountain is located within the raised bed along S 1st St.
- Trailhead Option B: Curved pre-cast concrete seat walls are located at the edges of the raised planter beds; a drinking fountain is located along Walnut St; an additional bench is shown near the bike racks.

Board 6: Furnishings

La Crescent Walnut Street Streetscape Design

Furnishings

<p>Bike Racks Custom with La Crescent logo Colour red</p> 	<p>Picnic Table ADA Accessible Colour red</p> 	<p>Benches Backless Benches Colour red</p> 	<p>Kiosk Located at the Trailhead Map and information displayed Touch digital</p>  <p><small>Examples of style options under consideration</small></p>	<p>Drinking Fountains ADA compliant Water bottle filler Colour red</p> 
<p>Planter Pots Pre-cast concrete 24-36" diameter Located at intersections in Option A</p> 	<p>Precast Benches Pre-cast concrete Located at intersections in Option C</p> 	<p>Artful Seating Pre-cast concrete Options to locate at Walnut St and S 3rd St</p> 	<p>Lighting "Wagon wheel" shepherd pole style Matches existing city-owned light Dark Sky High quality aluminum Accessories options: flag, solar, GFCI outlets Options for eye box</p> 	

Site furnishings are proposed throughout the South / Commercial Area. The following furnishings are recommended as part of the concept design:

- **Bike Racks:** Located along Walnut St and at the Trailhead area. Recommended post and loop style with custom La Crescent logo in red.

- **Picnic Table and Benches:** Located at the lookout at S 2nd St area and along Walnut St. Recommended ADA accessible with contrasting powder coated metal (red) supports and thermally modified ash top.
- **Kiosk:** Located at the Trailhead to display map and city information. This element has not been designed; a variety of styles were shown at the public open house to gather feedback. Note that the kiosk is not intended to have a digital display currently.
- **Drinking Fountain:** Located at the south park area at S 3rd St and at the Trailhead. The model matches other city drinking fountains and is recommended to be red.
- **Planter Pots:** Shown in Streetscape and Trailhead Option A. The planter pots are recommended as pre-cast elements to be placed in curb extension areas.
- **Pre-cast Benches:** Shown in Streetscape and Trailhead Option C.
- **Artful Seating:** Pre-cast artful seating is a potential alternate to be located within the park area at S 3rd St. The design is evocative of the city's apple theme. Recommended colors would be lighter neutral concrete colors.
- **Lighting:** Located along Walnut St within the South Commercial area, with options for continuing street lighting within the Residential and Veteran's Park area. The recommended fixture is the same fixture that has been installed at the Wagon Wheel Trail entrance from S 1st St. Pole heights and exact locations will be confirmed in the final design.



MEMORANDUM

TO: Bill Waller, City Administrator
Tyler Benish, Public Works Director

FROM: Tim Hruska, P.E.

DATE: January 8, 2026

RE: Redwood Street Storm Sewer Improvements

Per City Council direction, we have prepared plans and specifications for the above project. A few of the plan sheets are attached for reference. The project is a combination of two projects outlined below. Upon approval by the City Council, the plans will be submitted to MnDOT State Aid and Houston County for approval.

Increasing storm sewer capacity along Redwood Street East

The project will remove & replace bituminous pavement, curb & gutter, driveway repairs, and install additional storm sewer to increase capacity along Redwood Street East between Welshire Drive and South 7th Street. The street will be narrowed from 41 feet wide to 37 feet wide.

Safe Routes to School (SRTS) Plan from July 2020

The project will construct a sidewalk along the west side of Lancer Boulevard between South 11th and 12th Streets, a sidewalk along the east side of Redwood Street East from South 11th and 7th Street including crossing improvements to South 11th Street, and a 10-foot path between South 14th Street and Kistler Court along with intersection improvements at South 14th Street.

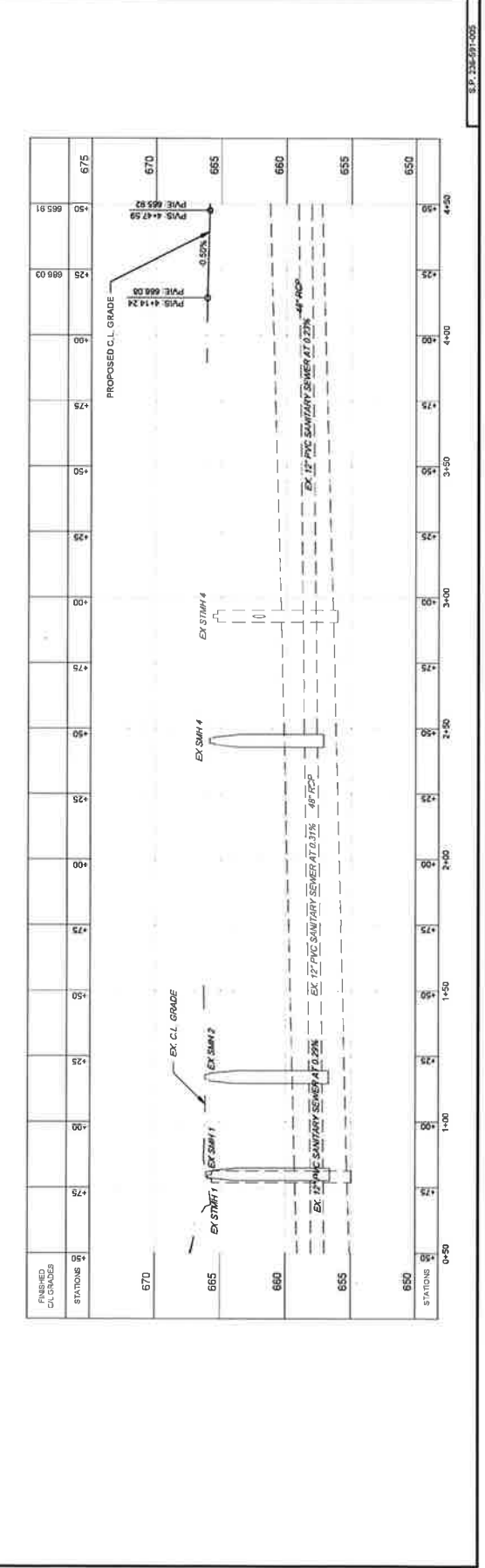
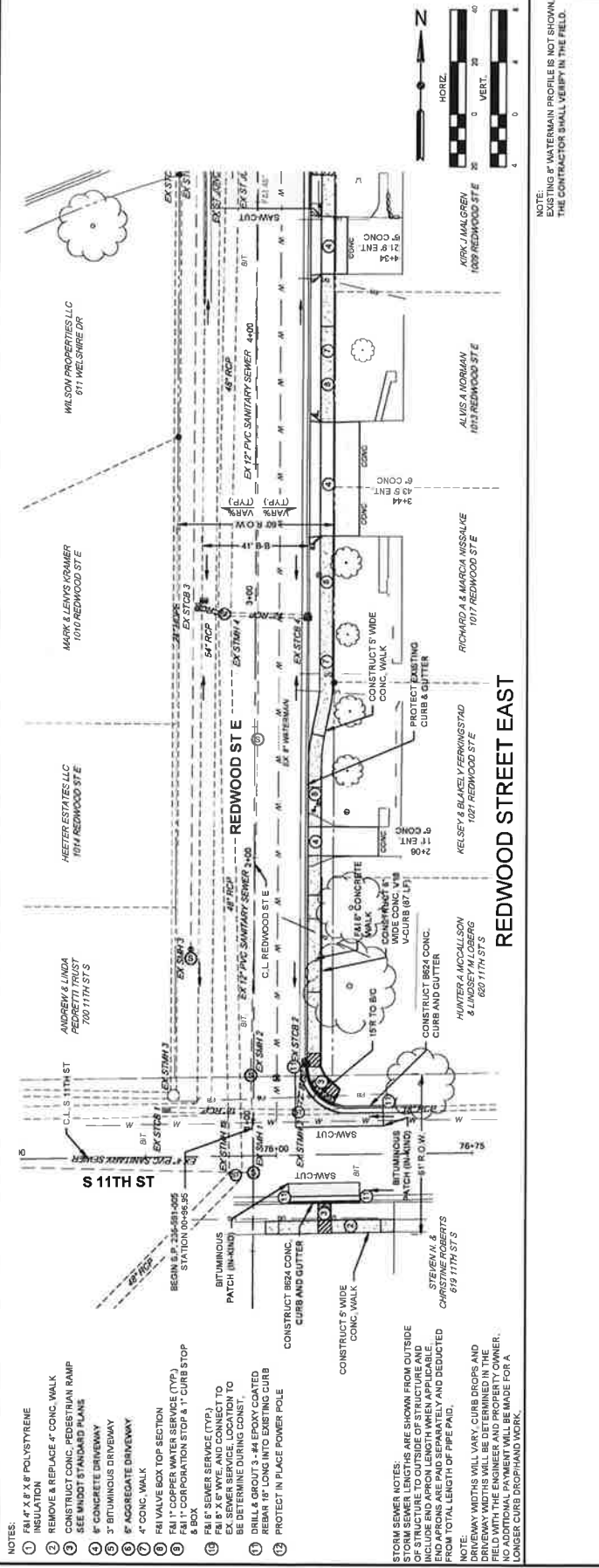
Funding

The engineering estimate for this project is \$2,078,430. The project is planned to use the following funding sources:

Safe Routes to School	\$196,000
Stormwater Implementation	\$1,052,430
Street Reconstruction Bond	\$830,000

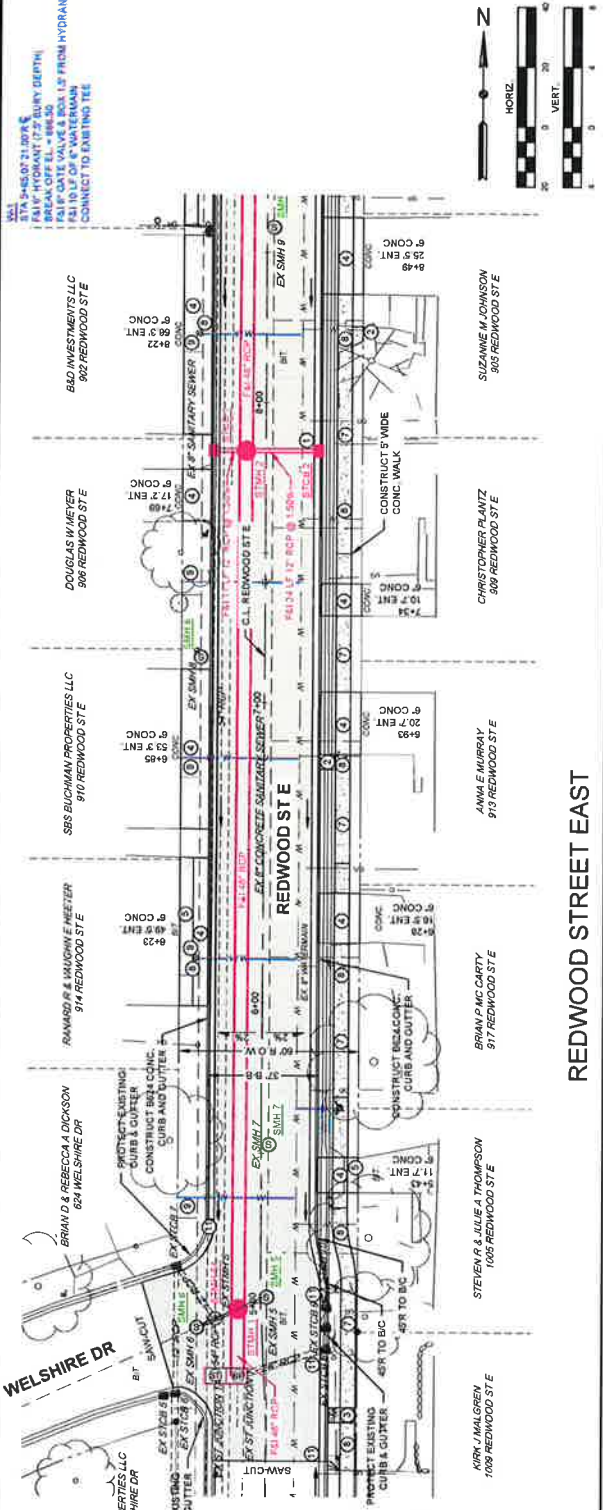
Council Action Recommendation

We recommend that the Council approve the plans and specifications and Advertisement for Bids.

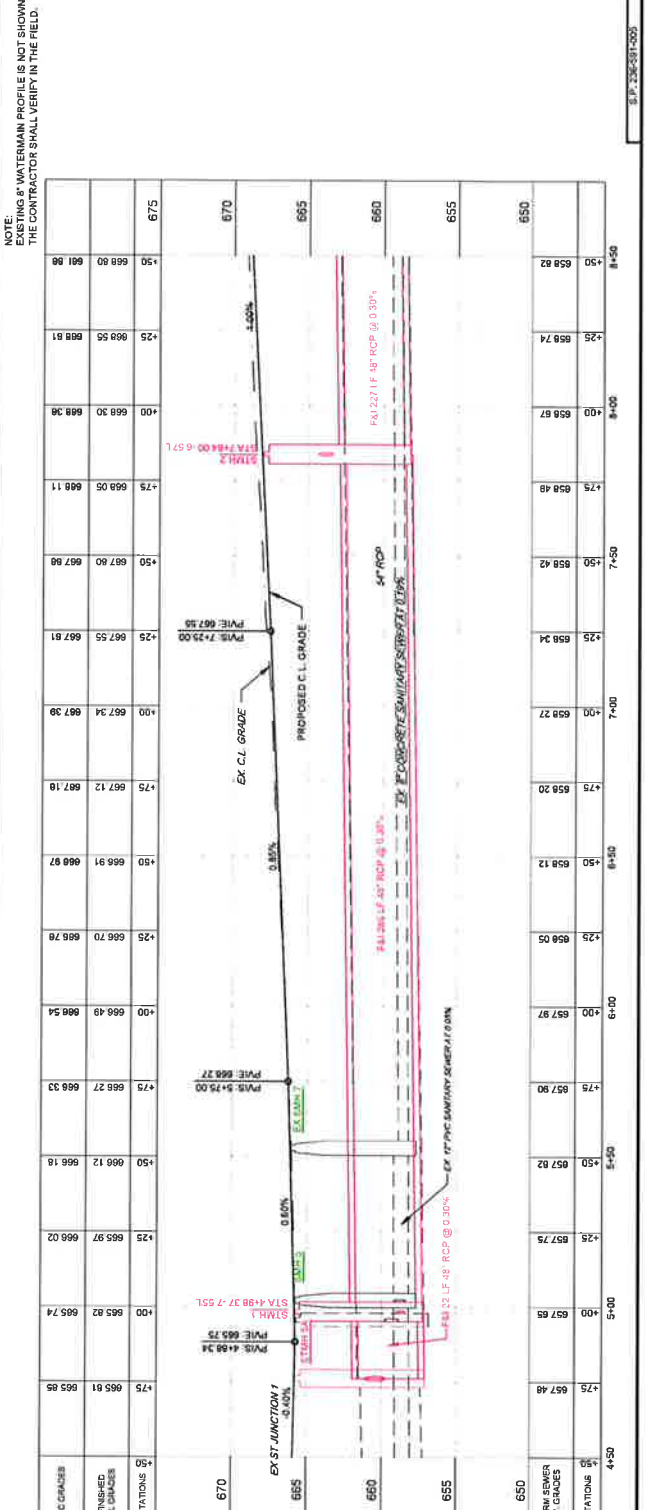


NOTE: EXISTING 8\"/>

STORM SEWER NOTES:
 1. STORM SEWER LENGTHS ARE SHOWN FROM OUTSIDE OF STRUCTURE TO OUTSIDE OF STRUCTURE AND INCLUDE END APRON LENGTH WHEN APPLICABLE.
 2. FROM THE PAID SEWER UTILITY AND DEDUCTED FROM TOTAL LENGTH OF PIPE PAID.
 3. DRIVEWAY WIDTHS WILL VARY. CURB DROPS AND DRIVEWAY WIDTHS WILL BE DETERMINED IN THE FIELD WITH THE ENGINEER AND PROPERTY OWNER. LONGER CURB DROP/HAND WORK.



- NOTES:**
1. 4" x 8" x 8" POLYSTYRENE INSULATION
 2. REMOVE & REPLACE 4" CONC. WALK
 3. CONSTRUCT CONC. PEDESTAL RAMP
 4. SEE INNOT STANDARD PLANS
 5. 3" BITUMINOUS DRIVEWAY
 6. 3" AGGREGATE DRIVEWAY
 7. 4" CONC. WALK
 8. FILL VALVE BOX TOP SECTION
 9. FILL VALVE BOX TOP SECTION
 10. FILL 1" COPPER SERVICE PIPE & CURB STOP & BOX
 11. FILL 8" SEWER SERVICE (TYP.)
 12. FILL 8" PIPE AND CONNECT TO EXISTING 8" PIPE TO BE DETERMINE DURING CONST.
 13. DRILL & GROUT 3" - 4" EPOXY COATED REBAR 1' LONG INTO EXISTING CURB
 14. PROTECT IN PLACE POWER POLE
- STORM SEWER NOTES:**
 STORM SEWER LENGTHS ARE SHOWN FROM OUTSIDE OF STRUCTURE TO OUTSIDE OF STRUCTURE AND INCLUDE END APPROX. LENGTH WHEN APPLICABLE FROM TOTAL LENGTH OF PIPE PANEL.
- NOTE:**
 DRIVEWAY WIDTHS WILL VARY. CURB DROPS AND DRIVEWAY WIDTHS WILL BE DETERMINED IN THE FIELD BY THE CONTRACTOR. THE CONTRACTOR SHALL VERIFY IN THE FIELD. NO ADDITIONAL PANELS SHALL BE MADE FOR A LONGER CURB DROPHAND WORK.



- SMH1**
 STA 74+00-75.51
 CONSTRUCT STRUCTURE TYPE 4 (27in)
 INV. EL. 657.51 (N) 48" RCP
 RING EL. = 655.73
 INV. EL. 657.51 (N) 8" SANITARY SEWER MAIN
 INV. EL. 655.35 (N) 8" SANITARY SEWER MAIN
- SMH2**
 STA 74+00-63.71
 CONSTRUCT STRUCTURE TYPE 4 (27in)
 INV. EL. 658.01 (N) 48" RCP
 RING EL. = 668.01
 INV. EL. 658.01 (N) 8" RCP
 RING EL. = 668.01
 INV. EL. 658.39 (N) 12" RCP
- SMH3**
 STA 74+00-15.45L
 ADJUST MANHOLE CASTING
 EXISTING RING EL. = 665.88
 EXISTING INV. EL. = 665.88
- SMH4**
 STA 74+00-17.53L
 CONSTRUCT STRUCTURE TYPE 1
 INV. EL. 663.35 (E) 12" RCP
 GRATE EL. = 665.55
- SMH5**
 STA 74+00-17.07R
 CONSTRUCT STRUCTURE TYPE 1
 INV. EL. 663.35 (E) 12" RCP
 GRATE EL. = 665.55
- SMH6**
 STA 74+00-12.20R
 ADJUST CASTING & FILL BARRIER
 EXISTING RING EL. = 665.90
 EXISTING INV. EL. = 665.90
- SMH7**
 STA 74+00-04-21.71L
 ADJUST CASTING & FILL BARRIER
 EXISTING RING EL. = 665.89
 EXISTING INV. EL. = 665.89
- SMH8**
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- SMH9**
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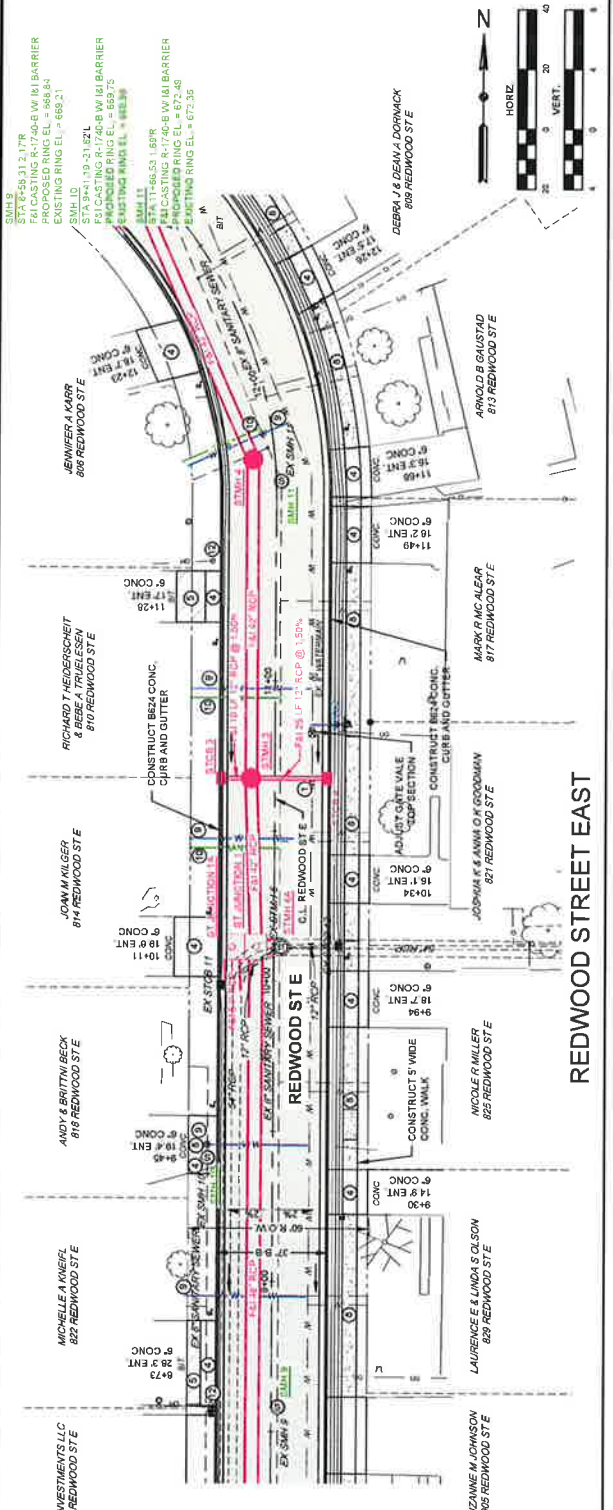
NO.	DATE	DESCRIPTION

REVISIONS

1. Modify entry and the sign, location of sign
 2. Add sign location and dimensions
 3. Add sign location and dimensions
 4. Add sign location and dimensions
 5. Add sign location and dimensions

AS SHOWN
 PROJECT NO.
 10364
 DRAWN BY
 C. DEWITT
 CHECKED BY
 J. W. WILSON
 DATE
 1/20/20

P&P-REDWOOD ST E
 REDWOOD STREET LA CREST, MN
 2020



NOTE: ALL MANHOLE PROFILES ARE NOT SHOWN. THE CONTRACTOR SHALL VERIFY IN THE FIELD.

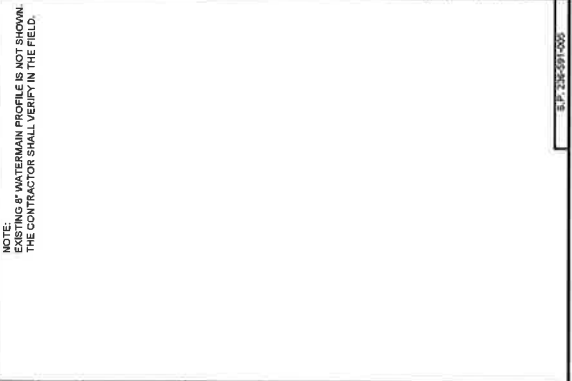
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675	75 640.05	75 640.05	75 640.05	675	75 640.05
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NO.	DATE	DESCRIPTION

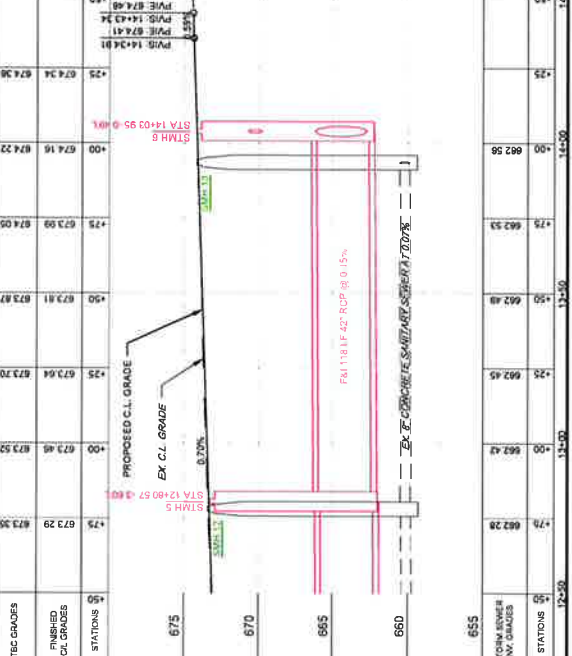
P&P-REDWOOD ST E
 REDWOOD STREET STORM SEWER IMPROVEMENTS
 LA CRESCENT, MN
 2026

SCALE: AS SHOWN
 WHERE PROJECT FILE: 10364
 DRAWN BY: TJB
 CHECKED BY: JAC
 SHEET: 27 OF ##
 E.P. 234-371-000



NOTE:
 EXISTING 8" WATERMAIN PROFILE IS NOT SHOWN.
 THE CONTRACTOR SHALL VERIFY IN THE FIELD.

- NOTES:**
1. 4" CONCRETE WALK
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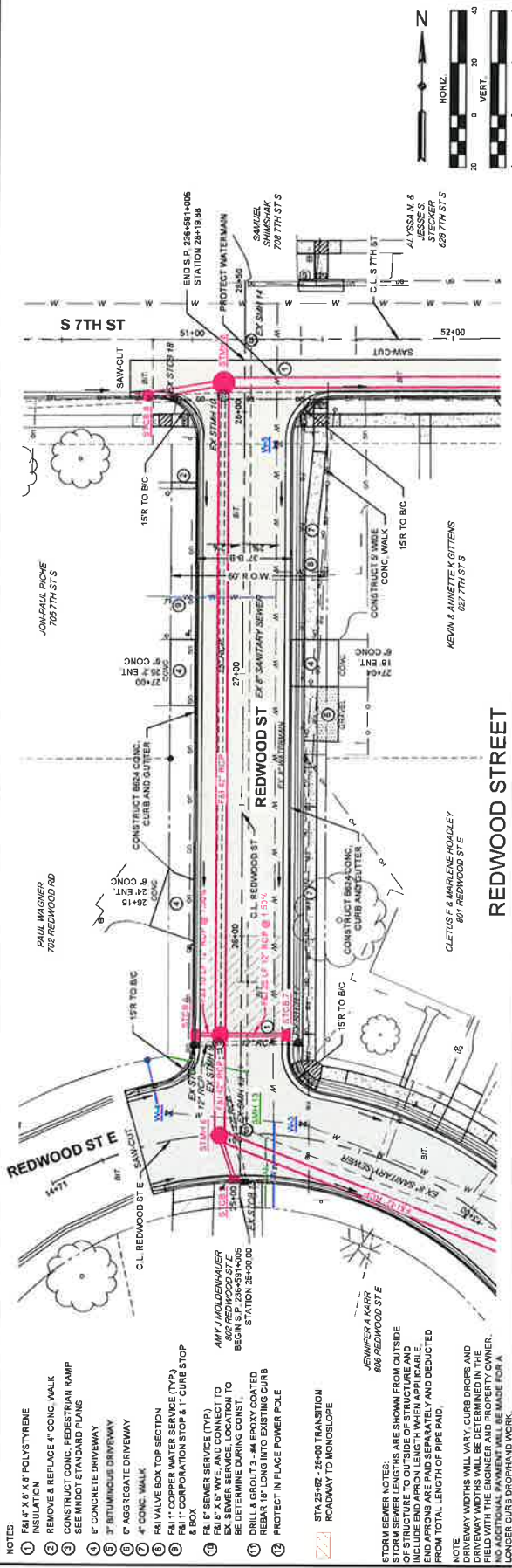
STORM SEWER NOTES:

STORM SEWER LENGTHS ARE SHOWN FROM OUTSIDE
 MANHOLE TO NEXT MANHOLE OR TO CURB AND
 GUTTER. END APPROX LENGTHS WHEN APRONS AND
 END APRONS ARE PAID SEPARATELY AND DEDUCTED
 FROM TOTAL LENGTH OF PIPE PAID.

NOTE:
 STORM SEWER SIZES WILL VARY. CURB, DROPS AND
 GUTTER WIDTHS WILL BE DETERMINED BY THE
 FIELD WITH THE ENGINEER AND PROPERTY OWNER.
 NO ADDITIONAL PAYMENT WILL BE MADE FOR A
 LONGER CURB DROPPING WORK.

REDWOOD STREET EAST

TIC GRADES	FINISHED C.L. GRADES	STATIONS
+50	+75	12+00
+50	+75	12+25
+50	+75	12+50
+50	+75	12+75
+50	+75	13+00
+50	+75	13+25
+50	+75	13+50
+50	+75	13+75
+50	+75	14+00
+50	+75	14+25
+50	+75	14+50



STATION	PROPOSED C.L. GRADE	EX. C.L. GRADE	PROPOSED C.L. GRADE	EX. C.L. GRADE
25+00	665.07	665.07	665.07	665.07
25+25	665.70	665.70	665.70	665.70
25+50	662.82	662.82	662.82	662.82
25+75	662.85	662.85	662.85	662.85
26+00	662.87	662.87	662.87	662.87
26+25	662.87	662.87	662.87	662.87
26+50	662.87	662.87	662.87	662.87
26+75	662.87	662.87	662.87	662.87
27+00	662.94	662.94	662.94	662.94
27+25	662.97	662.97	662.97	662.97
27+50	662.99	662.99	662.99	662.99
27+75	663.02	663.02	663.02	663.02
28+00	663.04	663.04	663.04	663.04
28+25	663.07	663.07	663.07	663.07
28+50	665.00	665.00	665.00	665.00

NOTES:

1. 6" x 8" x 8" POLYSTYRENE INSULATION
2. REMOVE & REPLACE 4" CONC. WALK
3. CONSTRUCT CONC. PEDESTRIAN RAMP
4. SEE MNDOT STANDARD PLANS
5. 8" CONCRETE DRIVEWAY
6. 3" BITUMINOUS DRIVEWAY
7. 4" CONCRETE DRIVEWAY
8. 4" CONC. WALK
9. 6" VALVE BOX TOP SECTION (SEE PLAN)
10. FMI 1" CORPORATION STOP & T CURB STOP & BOX
11. F&I 8" SEWER SERVICE (TYP.)
12. F&I 8" P. WYE, AND CONNECT TO EXISTING MAIN TO BE DETERMINE DURING CONSTRUCTION
13. DRILL & GROUT 3-4" EPOXY COATED REBAR 18" LONG INTO EXISTING CURB
14. PROTECT IN PLACE POWER POLE

STA 25+62 - 26+00 TRANSITION ROADWAY TO MONSLOPE

STORM SEWER NOTES:
 ALL STRUCTURES ARE SHOWN FROM OUTSIDE OF STRUCTURE UNLESS OTHERWISE NOTED. INCLUDE END APRON LENGTH WHEN APPLICABLE. END APRONS ARE PAID SEPARATELY AND DEDUCTED FROM TOTAL LENGTH OF PIPE PAID.

NOTE:
 DRIVEWAY WIDTHS WILL VARY. CURB DROPS AND APRONS WILL BE PAID BY THE PROPERTY OWNER. NO ADDITIONAL PAYMENT WILL BE MADE FOR A LONGER CURB DROPHAND WORK.

STRUCTURE TYPE 4 (72")
 STA 25+00.00 - 25+25.00
 CONSTRUCT STRUCTURE TYPE 4 (72")
 RING EL. = 674.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30

STRUCTURE TYPE 1
 STA 25+25.00 - 25+50.00
 CONSTRUCT STRUCTURE TYPE 1
 RING EL. = 674.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30

STRUCTURE TYPE 1
 STA 25+50.00 - 25+75.00
 CONSTRUCT STRUCTURE TYPE 1
 RING EL. = 674.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30

STRUCTURE TYPE 1
 STA 25+75.00 - 26+00.00
 CONSTRUCT STRUCTURE TYPE 1
 RING EL. = 674.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30
 INVERT EL. = 673.30

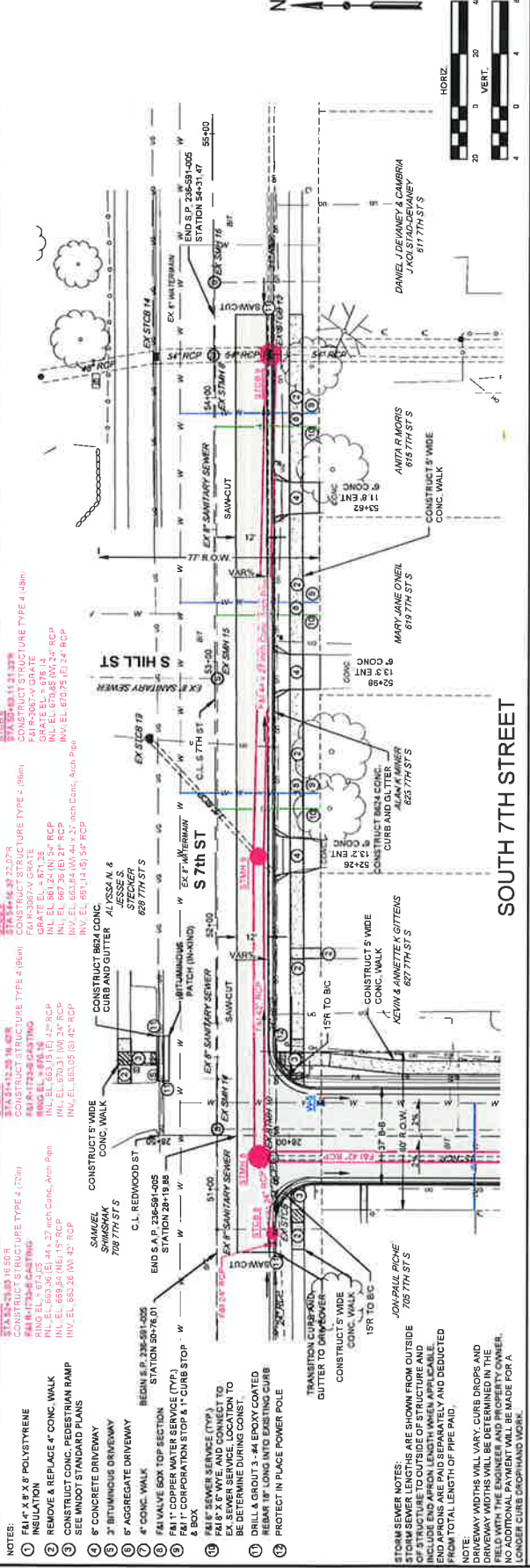
NO.	DATE	DESCRIPTION

REVISIONS
 REVISIONS ONLY - NOT FOR CONSTRUCTION
 Engineer under the seal of the State of Minnesota
 Architectural and civil work under the seal of the State of Minnesota
 Surveying under the seal of the State of Minnesota

REDWOOD STREET STORM SEWER IMPROVEMENTS
 LA CRESCENT, MN
 2026
 P&P-S-7TH ST

SCALE: AS SHOWN
WVNS PROJECT NO. 10384
DRAWN BY
CHECKED BY
SHEET 28 OF 28

29 OF ##
 S.P. 236-07-005



SOUTH 7TH STREET

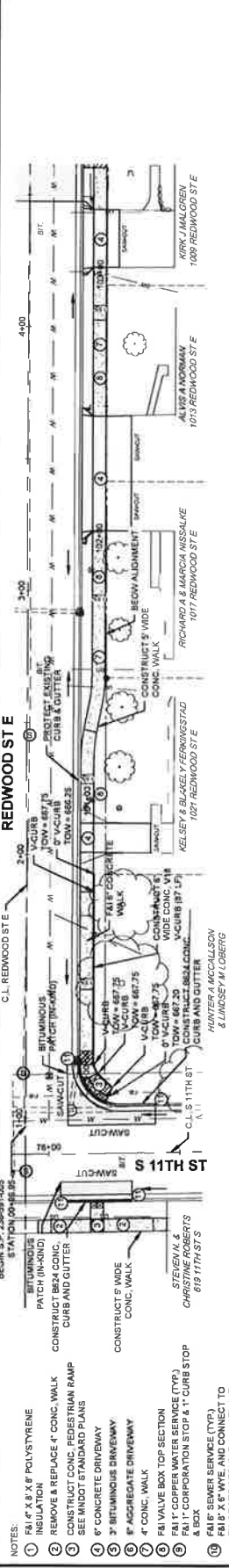
NOTE: EXISTING 8" WATERMAIN PROFILE IS NOT SHOWN. THE CONTRACTOR SHALL VERIFY IN THE FIELD.

TEC	STATIONS	EXISTING TIE-IN GRADE	PROPOSED GRADE	PROPOSED RCP	PROPOSED RCP	PROPOSED RCP	PROPOSED RCP	PROPOSED RCP
680	400	802.61	802.33	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
675	400	802.16	802.04	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
670	400	802.17	802.07	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
665	400	802.43	802.44	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
660	400	802.73	802.69	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
655	400	803.00	803.02	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
650	400	803.44	803.45	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
645	400	803.87	803.88	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
640	400	804.30	804.32	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
635	400	804.72	804.78	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
630	400	805.15	805.24	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
625	400	805.55	805.70	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
620	400	805.94	806.04	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
615	400	806.31	806.41	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
610	400	806.68	806.78	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
605	400	807.04	807.14	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
600	400	807.41	807.51	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
595	400	807.78	807.88	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
590	400	808.15	808.25	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
585	400	808.52	808.62	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
580	400	808.89	809.00	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
575	400	809.26	809.37	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
570	400	809.63	809.74	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
565	400	810.00	810.11	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
560	400	810.37	810.48	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP
555	400	810.74	810.85	24" RCP	24" RCP	24" RCP	24" RCP	24" RCP

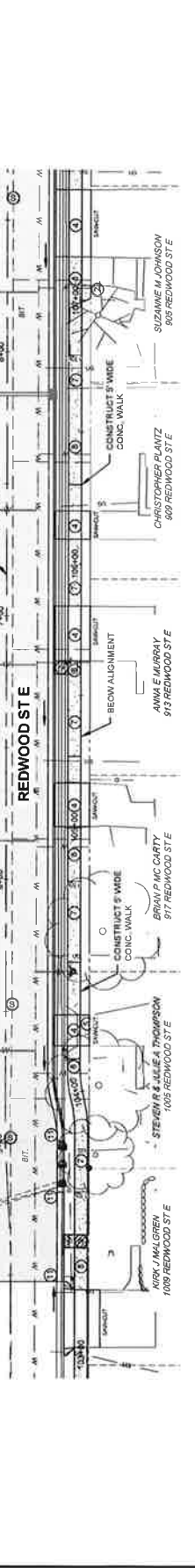
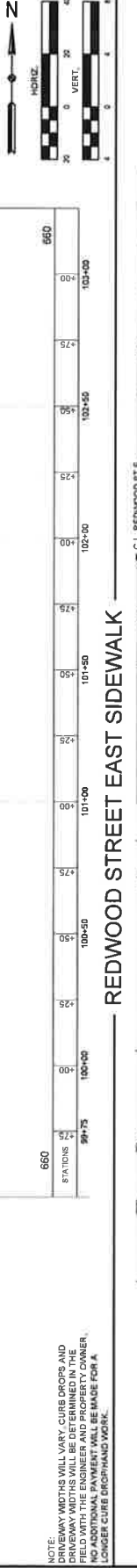
- NOTES:
1. 18" X 8" X 8" POLYSTYRENE INSULATION
 2. REMOVE & REPLACE 4" CONC. WALK
 3. CONSTRUCT CONC. PEDESTAL RAMP
 4. SEE MNDOT STANDARD PLANS
 5. 8" CONCRETE DRIVEWAY
 6. 3" BITUMINOUS DRIVEWAY
 7. 4" CONCRETE DRIVEWAY
 8. 3" AGGREGATE DRIVEWAY
 9. 4" CONC. WALK
 10. 8" VALVE BOX TOP SECTION STATION 50+76.01
 11. 8" VALVE BOX TOP SECTION STATION 28+19.88
 12. 8" VALVE BOX TOP SECTION STATION 50+76.01
 13. 8" VALVE BOX TOP SECTION STATION 28+19.88
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STORM SEWER NOTES:
 STORM SEWER LOCATIONS ARE SHOWN FROM OUTSIDE OF STRUCTURE TO OUTSIDE OF STRUCTURE AND INCLUDE END APPROX. LENGTH WHEN APPLICABLE. ALL STRUCTURES SHALL BE CONSTRUCTED TO THE FULL LENGTH OF PIPE PAID.

NOTE:
 DRIVEWAY WIDTHS WILL VARY. CURB DROPS AND DRIVEWAY WIDTHS WILL BE DETERMINED IN THE FIELD. ALL DRIVEWAYS SHALL BE CONSTRUCTED TO THE FULL LENGTH OF PIPE PAID. NO ADDITIONAL PAYMENT WILL BE MADE FOR A LONGER CURB DROPPING WORK.



STATIONS	FINISHED BLOW GRADES	PROPOSED BLOW GRADE	EX. GRADE
675	100+00	100+00	100+00
670	100+00	100+00	100+00
665	100+00	100+00	100+00
660	100+00	100+00	100+00



STATIONS	FINISHED BLOW GRADES	PROPOSED BLOW GRADE	EX. GRADE
675	100+00	100+00	100+00
670	100+00	100+00	100+00
665	100+00	100+00	100+00
660	100+00	100+00	100+00

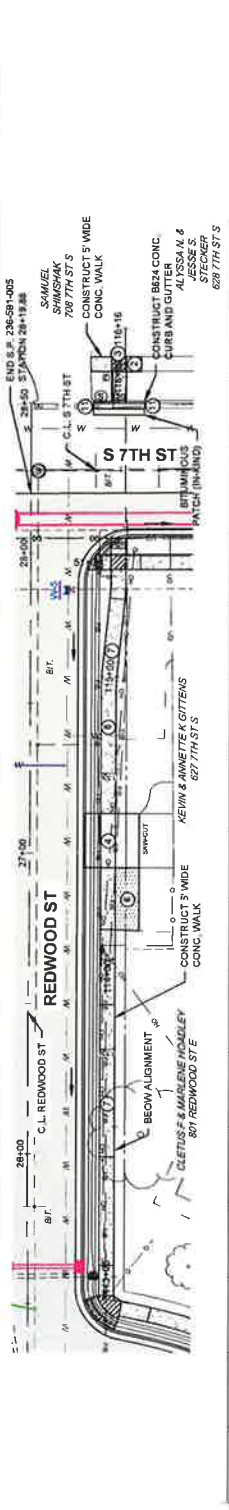
NOTES:
 1) 4" X 8" X 8" POLYSTYRENE INSULATION
 2) REMOVE & REPLACE 4" CONC. WALK
 3) CONSTRUCT CONC. PEDESTRIAN RAMP SEE MWDOT STANDARD PLANS
 4) 4" CONCRETE DRIVEWAY
 5) 3" BITUMINOUS DRIVEWAY
 6) 8" AGGREGATE DRIVEWAY
 7) 4" CONC. WALK
 8) 4" VALVE BOX TOP SECTION
 9) 4" VALVE BOX TOP SECTION
 10) 4" VALVE BOX TOP SECTION
 11) 4" VALVE BOX TOP SECTION
 12) 4" VALVE BOX TOP SECTION
 13) 4" VALVE BOX TOP SECTION

NOTE:
 DRIVEWAY WIDTHS WILL VARY. CURB DROPS AND FIELD WITH THE ENGINEER AND PROPERTY OWNER. NO ADDITIONAL PAYMENT WILL BE MADE FOR A LONGER CURB DROPHAND WORK.

REDWOOD STREET EAST SIDEWALK

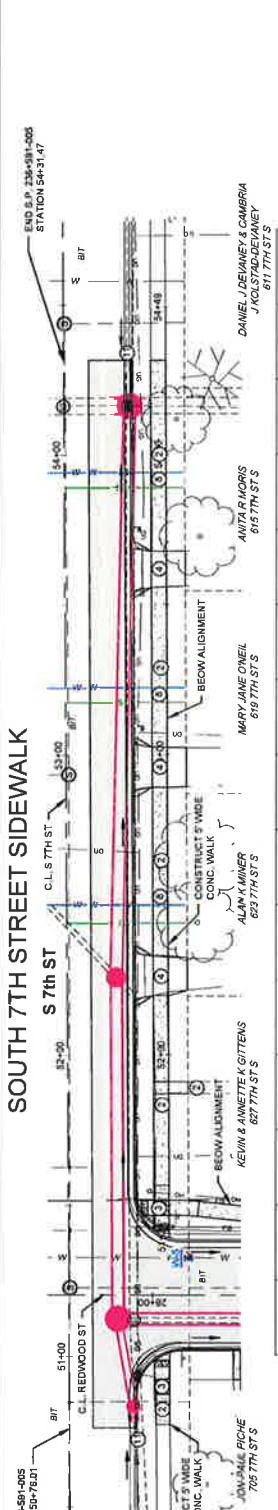
REDWOOD STREET

REDWOOD STREET



STATIONS	FINISHED BEW GRADES	PROPOSED BEW GRADE	VERT. CURVE DATA
680	685	685	
675	675	675	
670	670	670	

REDWOOD STREET SIDEWALK



STATIONS	FINISHED BEW GRADES	PROPOSED BEW GRADE	VERT. CURVE DATA
680	685	685	
675	675	675	
670	670	670	

- NOTES:
1. 4" POLYSTYRENE INSULATION
 2. REMOVE & REPLACE 4" CONC. WALK
 3. CONSTRUCT CONC. PEDESTRIAN RAMP SEE MINDOT STANDARD PLANS
 4. 6" CONCRETE DRIVEWAY
 5. 3" BITUMINOUS DRIVEWAY
 6. 4" CONC. WALK
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 92. 4" CONC. WALK
 93. 4" CONC. WALK
 94. 4" CONC. WALK
 95. 4" CONC. WALK
 96. 4" CONC. WALK
 97. 4" CONC. WALK
 98. 4" CONC. WALK
 99. 4" CONC. WALK
 100. 4" CONC. WALK

- NOTES:
1. DRIVEWAY WIDTHS WILL VARY. CURB DROPS AND DRIVEWAY WIDTHS WILL BE DETERMINED IN THE FIELD BY THE CONTRACTOR.
 2. NO ADDITIONAL PAYMENT WILL BE MADE FOR A LONGER CURB DROPHAND WORK.

SCALE	AS SHOWN
WHK PROJECT NO.	10214
DRAWN BY	
CHECKED BY	
DATE	7/4

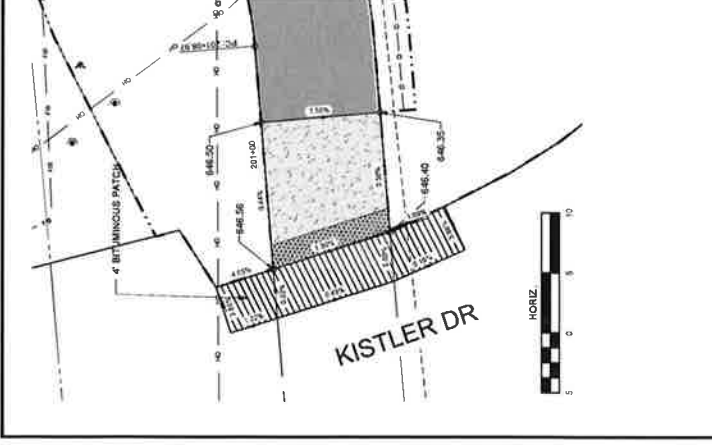
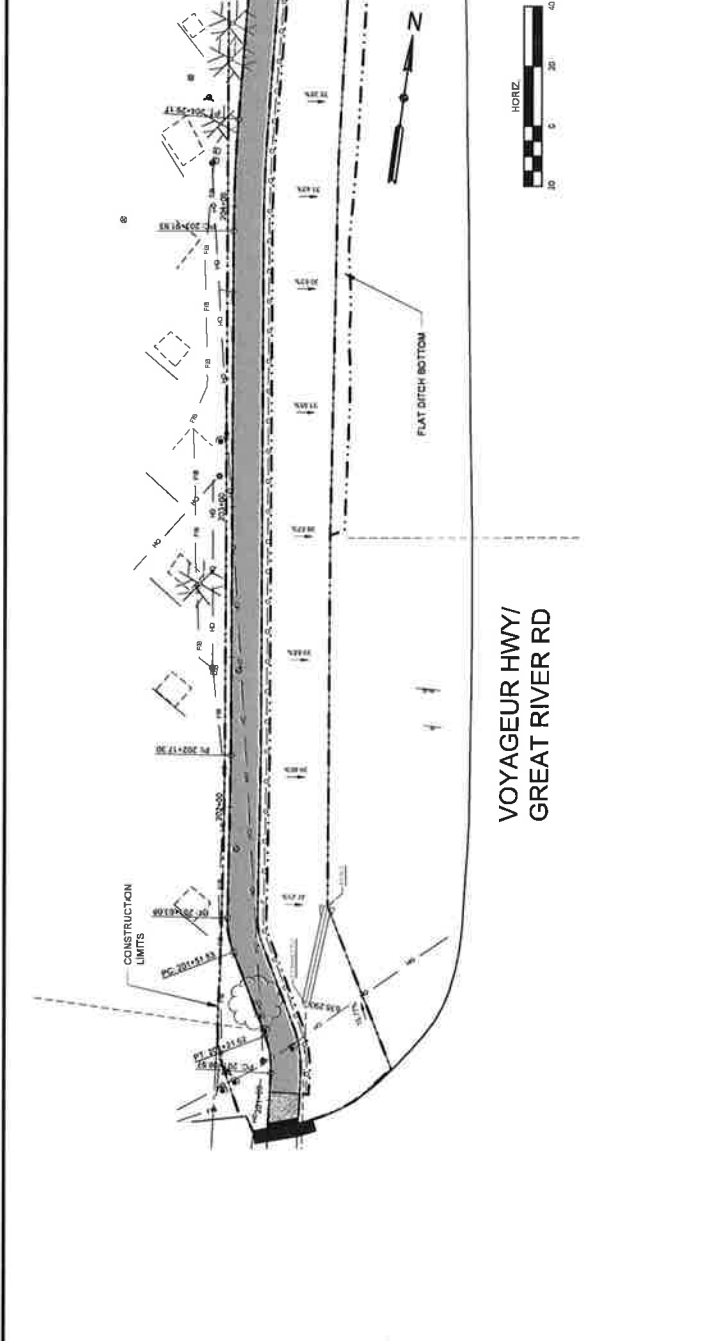
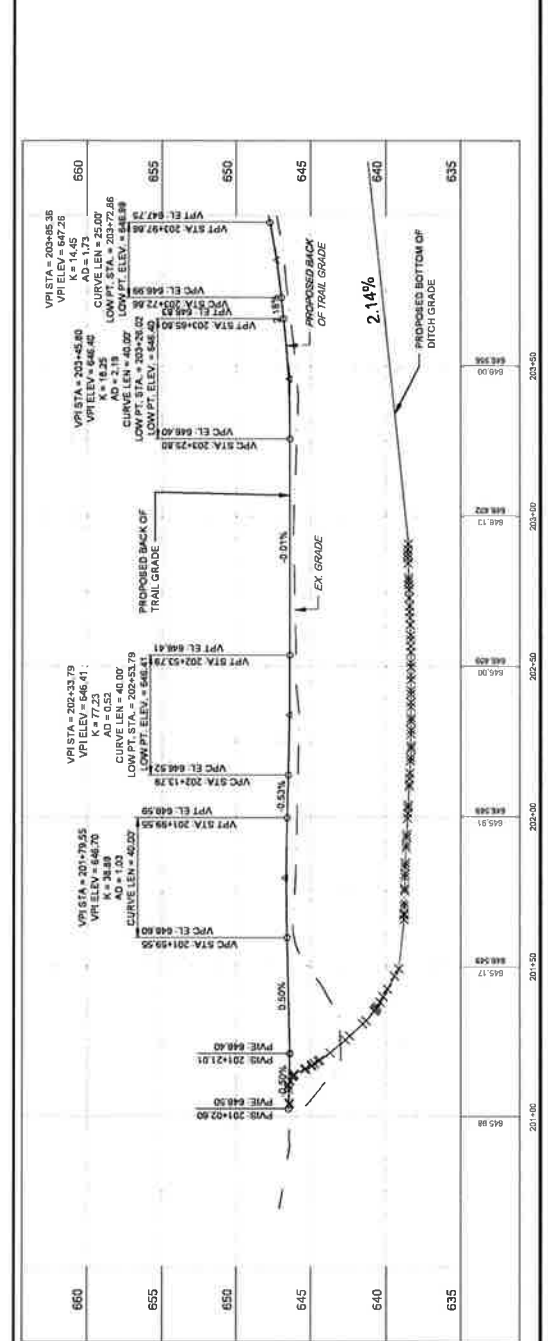
2025 SAFE ROUTES TO SCHOOL
LA CRESCENT, MINNESOTA
2025

NO.	DATE	DESCRIPTION

whks
 engineers • planners • landscape architects

1. Verify accuracy that this work, including all reports, was prepared by the or under the direct personal supervision and that a duly Licensed Professional Engineer under the laws of the State of Minnesota registered under the name of Whks & Associates, P.C. is responsible for the work.

2. This drawing is not for construction.

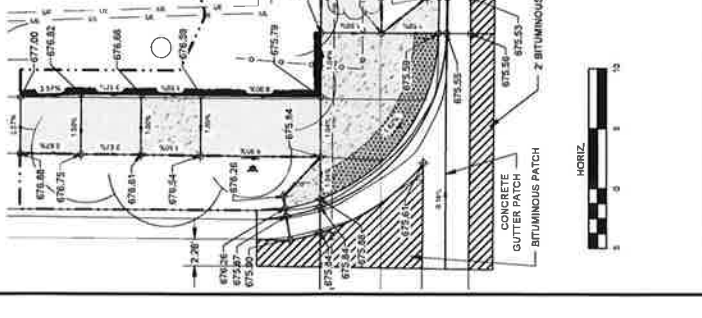
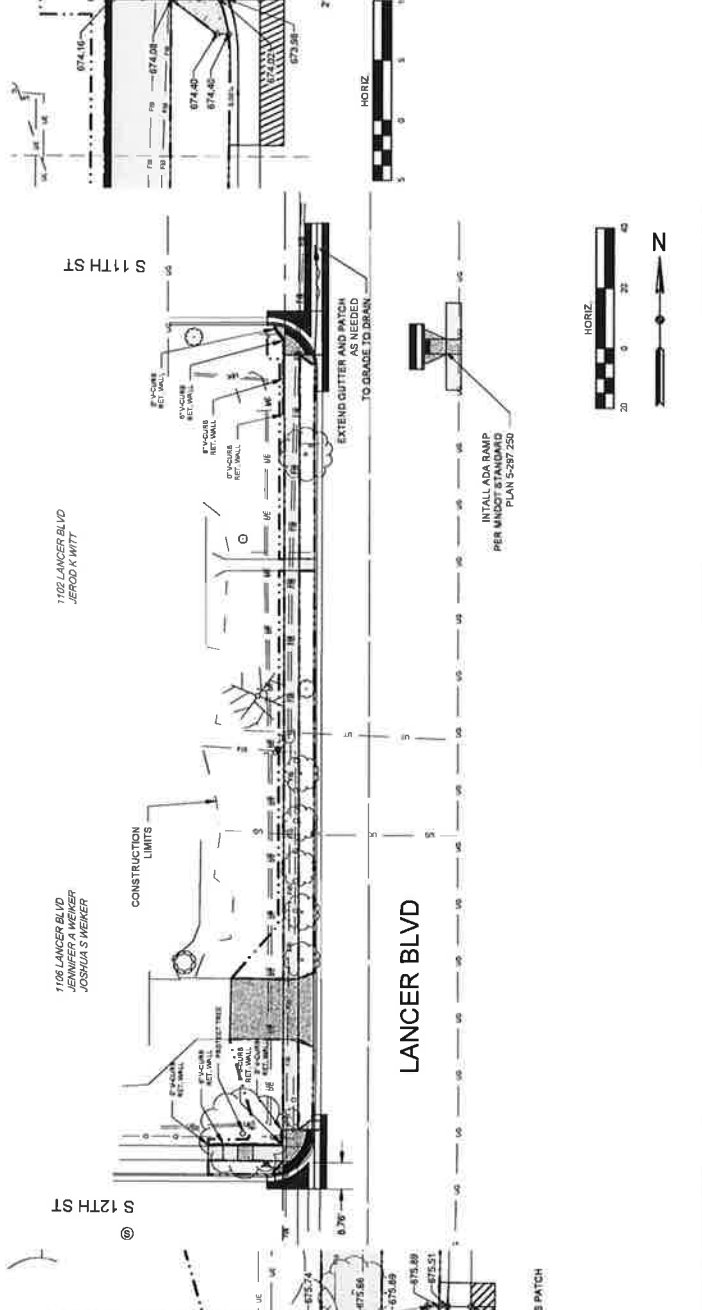
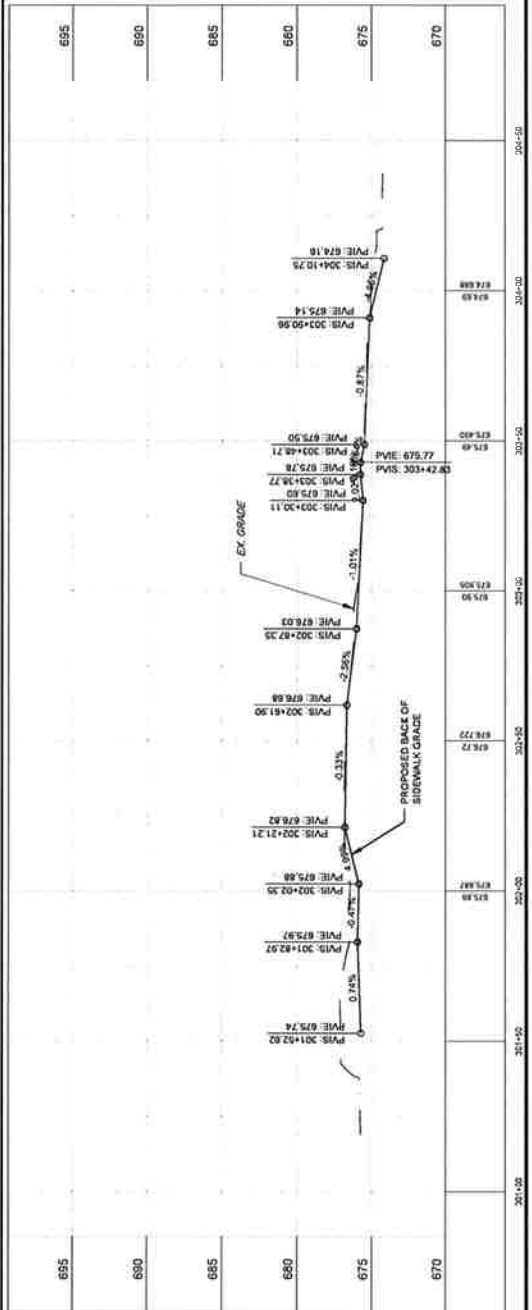


SCALE: 3/8"=1'-0"
WKS PROJECT NO: 10234
DRAWN BY: JAH
CHECKED BY: JAH
SHEET: 20 OF 35

PLAN AND PROFILE
 2025 SAFE ROUTES TO SCHOOL
 LA CRESCENT, MINNESOTA
 2025


NO.	DATE	REVISIONS

DESIGNED BY: CIVIL - 1107 COP CONSULTING
 ENGINEER UNDER THE SEAL OF THE STATE OF MINNESOTA
 NOT PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER IN THE STATE OF MINNESOTA



3.10



TO: Honorable Mayor and City Council Members
FROM: Tyler Benish, Public Works Director 
DATE: January 8th, 2026
RE: Draft water and sewer budgets

Attached for review are the 2026 Water and Sewer budgets and a proposed rate sheet.

Water Department budget overview:

The water rates have not been increased since April of 2021. The increased operational costs, debt service and cost to maintain aging infrastructure have been a strain on the water department budget. The current rates are not sufficient to cover the increased expenses.

We are proposing a 5% increase to the water usage fee and a \$1.50 increase to the 5/8" water fixed fee and a \$1.00 increase to all other water fixed fees. The proposed increase on 15,000 gallons of water would be \$7.01-\$7.51 per quarter. The rate increase would be effective April 1, 2026.

We are also proposing a 5% increase to the usage fee and an increase of \$1.00 to all water fixed fee in 2027.

The proposed increases would generate approximately \$117,000 in 2026 and \$48,500 in 2027 based on water use from 2025. The increased revenue would cover increased operational expenses, debt service payments and infrastructure repairs and improvements.

Sewer Department budget overview:

The sewer fee is a fixed fee that has not been increased since April of 2021. The cost of operations, debt service and the cost for wastewater treatment has risen significantly. The current rates are not sufficient to cover the increase expenses.

The current rate is \$70.37 per quarter; we are proposing to increase the sewer fixed fee to \$100.00 per quarter. We would also propose to increase the rate for usage over 30,000 gallons by \$0.02 per thousand gallons in the spring quarter. The rate increase would be effective April 1, 2026. The proposed increase of sewer service would be \$29.63 per quarter for a single-family home that uses less than 30,000 gallons in the spring quarter.

We are also proposing an increase to the sewer fixed fee of \$15 per quarter in 2027.

The proposed increase would generate an additional \$206,000 in user fee revenue in 2026 and \$145,500 in 2027.

The increased revenue would help cover increased operational expenses, wastewater treatment, debt service payments, infrastructure repairs and improvements and reduce the sewer department deficit.

No action is required; this is informational for discussion and will be brought back at a future meeting.

Report Criteria:

- Budget note year end periods: 12/23,12/24,12/25,Current Year,Future year,Prior Year
- Include FUNDS: 601
- Print FUND Titles
- Page and Total by FUND
- Print SOURCE Titles
- Print COST CATEGORY Titles
- All Segments Tested for Total Breaks

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	01/25-12/25 Cur YTD Actual	2026 Proposed Budget
WATER UTILITY FUND					
TAXES					
601-31010	CURRENT AD VALOREM TAXES	.00	.00	.00	.00
601-31051	METER/MXU REPLACEMENT CHARGE	.00	10	.00	.00
INTERGOVERNMENTAL AID					
601-33150	FEDERAL FLOOD RELIEF AID	41,752	.00	.00	.00
601-33424	STATE FLOOD RELIEF AID	13,917	.00	.00	.00
601-33425	STATE PERA AID	.00	.00	.00	.00
601-33434	STATE GRANT - DEED (BDPI)	.00	.00	.00	.00
SPECIAL ASSESSMENTS					
601-36100	SPECIAL ASSMT INT/PENALTIES	.00	.00	.00	.00
601-36102	SPECIAL ASSMT INTEREST INC.	2,786	4,354	.00	.00
601-36200	MISCELLANEOUS REVENUE	.00	.00	.00	.00
601-36201	REIMB. FOR PRIOR YEAR EXPENSES	.00	.00	.00	.00
601-36202	BAD CHECK CHARGE	190	400	90	.00
601-36210	INTEREST INCOME	.00	337	68	.00
601-36220	SOLAR RENTAL - RADIUM PLANT	.00	.00	.00	.00
Budget notes:					
Annual Solar Equipment & Roof Rental					
601-36241	INSURANCE REIMBURSEMENT	.00	2,346	.00	.00
601-36242	FEDERAL EXCISE TAX REFUND	.00	.00	.00	.00
WATER SALES REVENUE					
601-37110	WATER SALES - RESIDENTIAL	721,776	681,042	668,910	777,500
601-37111	WATER SALES - COMMERCIAL	121,818	119,044	107,456	116,000
601-37112	WATER SALES - GOVERNMENTAL	28,376	15,889	16,576	17,000
601-37150	WATER RECONNECTION FEES	90	240	.00	.00
601-37155	METER CHANGE OUT NON-COMPLIAN	.00	.00	.00	.00
601-37160	PENALTIES	6,937	6,575	6,897	6,000
601-37170	WELL RESERVE FEES	.00	.00	.00	.00
601-37171	AMORTIZATION OF BOND PREMIUM	17,450	17,187	.00	17,160
601-37270	WATER ASSESSMENT	27,546	11,000	2,000	3,000
OTHER FINANCING SOURCES					
601-39000	CAPITAL CONTRIBUTIONS	.00	140,218	.00	.00
601-39101	SALE OF FIXED ASSETS	.00	.00	.00	.00
601-39201	OPERATING TRANSFER FROM G.F.	184,891	78,309	.00	.00
601-39300	BOND PROCEEDS	.00	.00	.00	.00
WATER UTILITY EXPENSES					
601-49400-101	WAGES - REGULAR	219,592	257,923	260,876	271,500
601-49400-102	WAGES - OVERTIME	11,583	11,102	7,623	12,000
601-49400-103	WAGES - PART-TIME	.00	.00	.00	.00
601-49400-111	SEVERANCE PAY	.00	.00	.00	.00
601-49400-121	FICA CONTRIBUTIONS	16,556	20,029	20,910	21,400
Budget notes:					
7.65%					
601-49400-122	PERA CONTRIBUTIONS	21,681	40,632	18,728	21,300
601-49400-131	EMPLOYER PAID HEALTH INS.	15,901	15,978	13,801	17,500

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	01/25-12/25 Cur YTD Actual	2026 Proposed Budget
601-49400-152	WC BENEFITS	.00	.00	.00	.00
601-49400-200	OFFICE SUPPLIES	501	1,499	263	500
601-49400-211	CLEANING/SANITARY SUPPLY	.00	.00	.00	.00
601-49400-212	MOTOR FUELS/LUBRICANTS	635	736	487	1,000
601-49400-216	CHEMICALS & CHEM PRODUCTS	32,936	43,007	29,499	40,000
Budget notes:					
Hawkins & Hach Co.					
601-49400-217	UNIFORMS	.00	.00	.00	.00
601-49400-218	SAFETY EQUIPMENT	.00	.00	.00	.00
601-49400-240	SMALL TOOLS & MINOR EQUIPMENT	1,217	1,347	3,708	2,000
601-49400-300	PROFESSIONAL SERVICES	5,575	6,268	6,988	7,300
Budget notes:					
UB Software Support					
601-49400-303	ENGINEERING FEES	5,169	4,508	240	5,500
601-49400-304	LEGAL FEES	11,315	7,043	10,040	11,000
601-49400-310	OTHER CONTRACTED SERVICES	14,616	17,122	7,895	11,000
601-49400-321	TELEPHONE	2,785	3,446	3,238	3,600
601-49400-322	POSTAGE	3,510	3,333	4,228	4,300
601-49400-331	TRAVEL EXPENSES	1,937	433	1,275	1,500
601-49400-350	PRINTING & PUBLISHING	986	715	917	1,000
601-49400-360	INSURANCE	22,806	19,835	2,846	22,000
601-49400-381	ELECTRIC UTILITIES	96,224	77,963	79,149	83,000
601-49400-383	GAS UTILITIES	2,319	1,219	1,017	1,300
601-49400-384	REFUSE DISPOSAL-WATER	.00	.00	.00	.00
601-49400-401	REPAIR/MAINT-BUILDINGS	3,874	18,433	21,157	20,000
601-49400-402	REPAIR/MAINT-STRUCTURES	2,539	.00	696	.00
601-49400-403	REPAIR/MAINT-OTHER	750	.00	21,643	.00
601-49400-404	REPAIR/MAINT-EQUIPMENT	5,271	11,774	3,645	10,000
601-49400-405	REPAIR/MAINT-VEHICLES	.00	11	.00	150
601-49400-406	REPAIR/MAINT-COMPUTERS	.00	.00	.00	.00
601-49400-407	WELLS;WATER MAINS;PUMPS	26,603	37,846	13,251	70,000
601-49400-408	WATER METER INSTALL SUPPLIES	2,153	1,408	1,387	1,500
601-49400-409	PRESS REDUCT VALVES	.00	.00	.00	.00
601-49400-416	RENTAL-EQUIPMENT	.00	.00	.00	.00
601-49400-420	DEPRECIATION	318,921	346,553	57,759	350,000
601-49400-425	AMORTIZATION EXPENSE	.00	.00	.00	.00
601-49400-430	MISCELLANEOUS EXPENSE	.00	.00	.00	.00
601-49400-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00
601-49400-433	DUES AND SUBSCRIPTIONS	3,047	1,028	1,886	2,000
601-49400-530	C.O.-WATER METERS	.00	.00	.00	.00
601-49400-531	CAPITAL OUTLAY-INFRASTRUCTURE	.00	.00	10,009	.00
601-49400-570	C.O.-OFFICE EQUIP & FURNISHING	.00	.00	.00	.00
601-49400-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00
601-49400-580	CAPITAL OUTLAY - EQUIPMENT	.00	28,250	.00	.00
601-49400-601	BOND PRINCIPAL	.00	.00	.00	.00
601-49400-610	INTEREST EXPENSE	1,198	.00	169	.00
601-49400-611	BOND INTEREST	46,498	36,377	30,638	33,000
601-49400-720	OPERATING TRANSFERS	.00	55,669	.00	.00
601-49400-900	LOSS ON SALE/DISP FIXED ASSET	.00	.00	.00	.00
WATER UTILITY FUND Revenue Total:		1,167,528	1,076,952	801,998	936,660
WATER UTILITY FUND Expenditure Total:		898,697	1,071,483	635,968	1,025,350
Net Total WATER UTILITY FUND:		268,831	5,469	166,030	88,690

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	01/25-12/25 Cur YTD Actual	2026 Proposed Budget
Net Grand Totals:		268,831	5,469	166,030	88,690-

Report Criteria:

- Budget note year end periods: 12/23,12/24,12/25,Current Year,Future year,Prior Year
- Include FUNDS: 602
- Print FUND Titles
- Page and Total by FUND
- Print SOURCE Titles
- Print COST CATEGORY Titles
- All Segments Tested for Total Breaks

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	01/25-12/25 Cur YTD Actual	2026 Proposed Budget
SEWER UTILITY FUND					
INTERGOVERNMENTAL AID					
602-33150	FEDERAL FLOOD RELIEF AID	.00	58,863	27,289	.00
602-33424	STATE FLOOD RELIEF AID	.00	16,268	11,541	.00
602-33425	STATE PERA AID	.00	.00	.00	.00
602-33434	STATE GRANT - DEED (BDPI)	.00	.00	.00	.00
SPECIAL ASSESSMENTS					
602-36100	SPECIAL ASSMT INT/PENALTIES	.00	.00	.00	.00
602-36102	SPECIAL ASSMT INTEREST-SWR	6,039	17,098	.00	.00
602-36200	MISCELLANEOUS INCOME	.00	.00	.00	.00
602-36210	INTEREST INCOME	.00	.00	.00	.00
602-36211	INTEREST INCOME-DESIGNATED	.00	.00	.00	.00
602-36230	CONTRIB./DONATIONS-PRIVATE	.00	.00	.00	.00
602-36241	INSURANCE REIMBURSEMENT	.00	.00	.00	.00
602-36242	FEDERAL EXCISE TAX REFUND	.00	.00	.00	.00
SEWER SALES REVENUE					
602-37160	PENALTIES	5,273	4,945	5,286	4,800
602-37210	SEWER USER FEES - RESIDENTIAL	655,009	659,629	662,098	859,300
602-37211	SEWER USER FEES - COMMERCIAL	27,246	26,899	26,650	35,000
602-37212	SEWER USER FEES - GOVERNMENTAL	2,995	3,571	3,504	4,000
602-37270	SEWER ASSESSMENT	153,667	13,805	2,510	.00
602-37271	AMORTIZATON OF BOND PREMIUM	10,723	10,508	.00	.00
CAPITAL CONTRIBUTIONS					
602-39000	CAPITAL CONTRIBUTIONS	.00	140,219	.00	.00
602-39101	SALE OF GENERAL FIXED ASSETS	11,072	284,296	.00	.00
602-39201	OPERATING TRANSFER IN	.00	55,669	.00	.00
602-39300	BOND PROCEEDS	.00	.00	.00	.00
SEWER UTILITY EXPENSES					
602-49450-101	WAGES - REGULAR	205,853	242,394	245,831	256,000
602-49450-102	WAGES - OVERTIME	9,384	9,648	7,882	10,000
602-49450-103	WAGES - PART-TIME	.00	.00	.00	.00
602-49450-111	SEVERANCE PAY	.00	.00	.00	.00
602-49450-121	FICA CONTRIBUTIONS	15,478	18,716	19,795	20,600
Budget notes: 7.65%					
602-49450-122	PERA CONTRIBUTIONS	19,756	43,329	17,514	20,000
602-49450-131	EMPLOYER PAID HEALTH INS.	11,574	11,801	7,527	9,000
602-49450-200	OFFICE SUPPLIES	788	1,274	263	500
602-49450-211	CLEANING/SANITARY SUPPLY	.00	.00	.00	.00
602-49450-212	MOTOR FUELS/LUBRICANTS	635	736	487	550
602-49450-216	CHEMICALS & CHEM PRODUCTS	318	.00	.00	.00
602-49450-217	UNIFORMS	.00	.00	.00	.00
602-49450-218	SAFETY EQUIPMENT	202	.00	.00	.00
602-49450-240	SMALL TOOLS & MINOR EQUIPMENT	662	350	.00	400
602-49450-300	PROFESSIONAL SERVICES	5,931	7,283	7,611	7,700
Budget notes: UB SOFTWARE SUPPORT					

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	01/25-12/25 Cur YTD Actual	2026 Proposed Budget
602-49450-303	ENGINEERING FEES	8,597	10,731	1,523	2,500
602-49450-304	LEGAL FEES	11,315	7,043	10,040	11,000
602-49450-310	OTHER CONTRACTED SERVICES	29,878	66,356	31,215	40,000
602-49450-312	CONTRACTED-LAX SEWER FEE	338,990	365,616	305,063	378,585
602-49450-321	TELEPHONE	3,225	3,219	2,919	3,300
602-49450-322	POSTAGE	3,224	3,354	4,013	4,000
602-49450-331	TRAVEL EXPENSES	163	2,976	596	1,000
602-49450-350	PRINTING & PUBLISHING	.00	.00	.00	.00
602-49450-360	INSURANCE	17,434	15,511	3,999	16,000
602-49450-381	ELECTRIC UTILITIES	20,543	10,092	9,757	11,000
602-49450-382	UTILITIES-WATER/SEWER	.00	.00	.00	.00
602-49450-383	GAS UTILITIES	.00	514	626	700
602-49450-384	REFUSE DISPOSAL	.00	.00	.00	.00
602-49450-401	REPAIR/MAINT-BUILDINGS	.00	1,007	228	500
602-49450-402	REPAIR/MAINT-STRUCTURES	11,683	2,323	11,683	15,000
602-49450-403	REPAIR/MAINT-GRINDER PUMPS	23,003	15,554	19,117	20,000
602-49450-404	REPAIR/MAINT-EQUIPMENT	1,100	3,563	2,147	3,000
602-49450-405	REPAIR/MAINT-VEHICLES	.00	11	.00	200
602-49450-406	R&M - COMPUTERS	.00	.00	.00	250
602-49450-415	EQUIPMENT RENTAL	.00	.00	.00	.00
602-49450-420	DEPRECIATION	278,272	299,616	49,936	275,000
602-49450-425	AMORTIZATION EXPENSE	.00	.00	.00	.00
602-49450-430	MISCELLANEOUS EXPENSE	.00	.00	.00	.00
602-49450-433	DUES AND SUBSCRIPTIONS	23	40	69	100
602-49450-510	LAND & LAND IMPROVEMENTS	.00	.00	.00	.00
602-49450-531	CAPITAL OUTLAY-INFRASTRUCTURE	.00	12,234	.00	.00
602-49450-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00
602-49450-580	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00
602-49450-601	BOND PRINCIPAL	.00	.00	.00	.00
602-49450-610	INTEREST EXPENSE	7,192	.00	42	1,000
602-49450-611	BOND INTEREST	42,744	34,735	30,033	30,000
602-49450-720	OPERATING TRANSFERS	.00	.00	.00	.00
SEWER UTILITY FUND Revenue Total:		849,880	1,291,770	738,878	903,100
SEWER UTILITY FUND Expenditure Total:		1,067,969	1,190,025	789,917	1,137,885
Net Total SEWER UTILITY FUND:		218,088-	101,745	51,038-	234,785-
Net Grand Totals:		218,088-	101,745	51,038-	234,785-

Water Rates:


Water usage	Current	Proposed 4/1/2026	Proposed 2027
0-5000 gallons	\$6.43 per 1000 gallons	\$6.75 per 1000 gallons	\$7.07 per 1000 gallons
5001-10,000 gallons	\$7.78	\$8.17	\$8.56
10,001- 25,000 gallons	\$7.83	\$8.22	\$8.61
25,001- 35,000 gallons	\$7.88	\$8.27	\$8.67
Greater than 35,000 gallons	\$8.08	\$8.48	\$8.89
	Fixed water fee	Fixed water fee	Fixed water fee
	5/8" - \$3.00	5/8" - \$4.50	5/8" - \$5.50
	3/4" - \$10.50	3/4" - \$11.50	3/4" - \$12.50

Sewer Rate:

Current	Proposed 4/1/2026	Proposed 2027
\$70.37	\$100.00	\$115.00
\$0.33 additional sewer charge- commercial	\$0.35 additional sewer charge- commercial	
\$0.26 additional sewer charge- residential	\$0.28 additional sewer charge- residential	

3.11



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: January 8, 2026
RE: Personnel Committee Recommendation

The Personnel Committee has the following recommendation for consideration by the City Council:

- The Personnel Committee is recommending that effective December 30, 2025, the City Council accept Jay Meier's resignation as the Assistant Training/Safety Officer, and that the City Council authorize that the position be internally posted. A letter from the Fire Chief regarding this recommendation is included.



To: Personnel Committee
Honorable Mayor and City Council Members
Bill Waller – City Administrator

From: Chief Josh Tarrence

Date: January 5th, 2026

RE: Assistant Training/Safety Officer resignation

1. Effective December 30th, 2025, Jay Meier has resigned as the Assistant Training/Safety Officer. I respectfully ask the City Council to accept his resignation.
2. I request permission to open recruitment and post the position of Assistant Training/Safety Officer with the intentions of recommending a replacement at a later meeting.

Thank you for your attention and support.

Respectfully,

Josh Tarrence

Fire Chief

La Crescent Fire Department

3.12



TO: Honorable Mayor and City Council Members

FROM: Chris Fortsch, Administrative Assistant *Chris*

DATE: December 26, 2025

RE: Gambling Permit Application

The City has received the following gambling permit application:

1. La Crescent Softball Boosters – raffle date is February 27, 2026

The application for the raffle drawing to be held at the La Crescent Area Event Center appears to be in order. I would suggest that the City Council approve the application and authorize it be forwarded to the Minnesota Gambling Control Board.

3.13



TO: Honorable Mayor and City Council Members

FROM: Chris Fortsch, Administrative Assistant *Chris*

DATE: December 26, 2025

RE: 2026 License Renewal

The City has received two additional 2026 license renewal applications since the last city council meeting:

Heaven's Hands – therapeutic massage business license

Jennifer Tornstrom – massage technician license

The applications appear to be in order, and I would suggest that the City Council approve the applications for 2026.

3.14

RESOLUTION NO. 01-26-03

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT IN DECEMBER 2025**

WHEREAS, the following donations were made to the City of La Crescent in the month of December 2025:

1. Crucifixion Cemetery Association wishes to donate \$200.00 to the La Crescent Fire Department.
2. Jason and Rita Erdman wish to donate \$100.00 to the La Crescent Fire Department.
3. Carl and Verna Schmidt Foundation wishes to donate \$50,000.00 to the Grant Approved – Bluff lands purchase.
4. The Paul E. Stry Foundation wishes to donate \$50,000.00 to the Grant Approved – Bluff lands purchase.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations as stated above.

ADOPTED this 12th Day of January 2026.

SIGNED:

Mayor

ATTEST:

City Clerk

M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: December 29th, 2025

SUBJECT: Carl and Verna Schmidt Foundation Grant and Paul E. Stry Foundation Grant
Bluffland Property Purchase

Attached for your information is a letter from the Carl and Verna Schmidt Foundation and the Paul E. Stry Foundation. The city is receiving a grant award of \$50,000 from the Carl and Verna Schmidt Foundation and \$50,000 from the Paul E. Stry Foundation. The \$100,000 in funds are intended to be used for the purchase of a 40-acre bluffland parcel. We are working to put together an option agreement for the purchase of the property, contingent on receiving additional grant funding. The option agreement will be presented at a future city council meeting. We will be applying for the MnDNR Natural and Scenic Area Grants and/or the Outdoor Recreation Grant Program in early 2026 to help fund the property purchase.



The Paul E. Stry
FOUNDATION

Mr. Jason Ludwigson
La Crescent Sustainability Coordinator
City Hall
315 Main Street
La Crescent, MN 55947

Dear Mr. Ludwigson –

Thank you for your 2025 grant request to the Paul E. Stry Foundation. I'm pleased to inform you your proposal was approved for partial funding. Enclosed you will find a check for \$50,000.

Please complete and return the enclosed Grant Acceptance Agreement.

Your efforts to expand the City of La Crescent park system for outdoor recreation and biodiversity conservation are appreciated.

Sincerely,

Robert G. Swartz

Robert G. Swartz
President, Board of Directors
The Paul E. Stry Foundation
PO Box 127
La Crosse, WI 54601



CARL AND VERNA SCHMIDT FOUNDATION

121-14th Street NE-Suite D PO Box 638 Rochester, Minnesota 55903 507.285.2517 Fax 507.288.8886

December 22, 2025

City of La Crescent
Attention: Jason Ludwigson
315 Main Street
La Crescent, MN 55947

Dear Mr. Ludwigson:

The Grants Committee of the Carl and Verna Schmidt Foundation has reviewed your grant application dated October 20, 2025, along with the requested additional information, requesting funds in the amount of \$75,000. The committee voted to fund your request in the amount of \$50,000 and a check is enclosed. It is the intention of the board that the grant be used for the purchase of 40 acres of blufflands, as described in your application.

You have received grants from the Foundation in the past. The funds are to be used for payment of the project costs described above. If you are not able to utilize all or part of the grant funds for this purpose, please contact the Carl & Verna Schmidt Foundation Office at (507) 285-2517 or kay@schmidtfoundation.com. Furthermore, if the funds cannot be spent within one year, please request, in writing, an extension of time or else return the funds not spent.

So that our files are complete, we request that you complete the enclosed Project Completion Report and return it to us together with a picture, if possible, when the grant money has been spent.

We wish you every success with your project.

Sincerely,

A handwritten signature in cursive script that reads "Alan Anderson".

Alan C. Anderson
Trustee


ACA/dw
Enclosure

#6.1

Come Join Us

Sustainability Plan Community Input Session!

Tuesday, January 13th: 6:30–8:00 p.m.

 **Where: Wieser Memorial
Park, 1817 County Rd 6, La
Crescent, MN 55947**

What you'll learn:

- At this session you'll learn about the planning process, key findings so far, and have the opportunity to share your ideas and help shape the plan. Your input is essential in creating a sustainable future for La Crescent!
- Learn more about the planning process and ways to be involved here: <https://palebluedot.llc/la-crescent-sustainability-and-resilience-plan>

The City of La Crescent is developing a Sustainability and Resilience Plan (SRP) to guide action towards reducing community-wide greenhouse gas (GHG) emissions, addressing climate impacts, and building community resilience. This plan, funded by a Minnesota Pollution Control Agency grant, is expected to be completed by summer of 2026. As we begin this important work, we want to hear from you!

Let's work together for a cleaner, more sustainable future!



#6.2

MEMORANDUM

TO: Bill Waller

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: January 1st, 2026

SUBJECT: Charging Smart Gold Designation

In December I was notified Nicole Wilson of the Interstate Renewable Energy Council that La Crescent has achieved Charging Smart Gold Designation. La Crescent is the first community in the nation to achieve SolSmart Platinum Designation and Charging Smart Gold Designation. These programs have been beneficial in driving forward changes that have benefited our community in making it quieter, cleaner, more efficient, and more resilient. The SolSmart and Charging Smart programs have been folded into the new Energy Ready Program. The Energy Ready program is funded by the U.S. Department of Energy Solar Energy Technologies Office.



PRESS RELEASE | DECEMBER 23rd, 2025

City of La Crescent Designated “Charging Smart Gold” for Electric Vehicle Readiness

Media Contact:

Jason Ludwigson, City of La Crescent
Sustainability Coordinator
jludwigson@cityoflacrescent-mn.gov | 507-313-9633

Monday, December 22nd, 2025, La Crescent, MN – The City of La Crescent received a Gold designation from the national [Charging Smart](#) program for achieving policies that facilitate the expansion of electric vehicles (EVs) and EV charging infrastructure. As a Charging Smart Gold designee, La Crescent has adopted nationally recognized best practices to accelerate the deployment of EVs in the community. The La Crescent worked with Charging Smart's no-cost technical assistance team to increase local knowledge of EV infrastructure for the benefit of economic development and energy goals.

To achieve Charging Smart Gold designation La Crescent has created a community-wide EV vision. Additionally, La Crescent has ensured new single-family and multi-family homes have EV ready infrastructure, installed six public electric vehicle chargers, and purchased EVs for municipal fleet use. These and other actions taken will make it faster, easier, and more affordable for local residents, businesses, and nonprofit organizations to install EV infrastructure and adopt EVs.

“La Crescent is committed to making clean transportation options more accessible to residents in the community,” shared Jason Ludwigson, Sustainability Coordinator for the City of La Crescent. “By achieving Charging Smart Gold designation, La Crescent is leading by example. Our actions demonstrate that cities across the state can be leaders in expanding the electric vehicle charging network, reducing pollution, and creating more sustainable communities.”

About Charging Smart

Charging Smart is led by partners including the Interstate Renewable Energy Council (IREC) and the Great Plains Institute. The program is funded by the U.S. Department of Energy Vehicle Technologies Office. Any city, town, county, and regional organization is eligible to join the Charging Smart program. Interested communities can learn more at [Charging Smart.org](#).