

**CITY OF LA CRESCENT**  
**AGENDA**  
**REGULAR MEETING**  
**LA CRESCENT COMMUNITY BUILDING**  
**336 SOUTH FIRST STREET**  
**JANUARY 26, 2026**  
**5:00 P.M.**

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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 – JANUARY 12, 2026
- 1.2 BILLS PAYABLE THROUGH JANUARY 23, 2026

**2. PUBLIC HEARING/MEETING**

**3. ITEMS FOR CONSIDERATION**

- 3.1 REVIEW FINANCE PLAN FOR 2026A BOND ISSUE
- 3.2 BOND SALE TRIGGER RESOLUTION
- 3.3 REVIEW PINE CREEK IMPROVEMENT PROJECT
- 3.4 PHASE 2 STONEY POINT RESTORATION PROJECT CONTRACT
- 3.5 WINTER SALT WEEK PROCLAMATION
- 3.6 CONSULTATION AGREEMENT – DIRECT PAY TAX CREDIT
- 3.7 LCCMR GRANT APPLICATION – LETTER OF SUPPORT ROOT RIVER TRAIL PROJECT
- 3.8 REVIEW DRAFT 2026 WATER/SEWER DEPARTMENT BUDGETS & PROPOSED RATE INCREASES
- 3.9 REVIEW CITY ADMINISTRATOR SEARCH PROCESS
- 3.10 2026 MEAL ALLOWANCE REIMBURSEMENT RATES
- 3.11 LIONS CLUB CANDLELIGHT HIKE REQUEST
- 3.12 CRUCIFIXION SCHOOL MARDI GRAS EVENT REQUEST
- 3.13 POLLING PLACE ACCESSIBILITY GRANT AGREEMENT

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**4. UNFINISHED BUSINESS**

4.1

**5. MAYOR'S COMMENTS**

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

- 6.1 2025 GOLD LEAF CHALLENGE ACTIONS
- 6.2 EXPLORE LA CROSSE
- 6.3 2025 ENERGY SAVINGS REVIEW
- 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  
JANUARY 12, 2026

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of January was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, January 12, 2026.

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, City Engineer Tim Hruska, and City Clerk Angie Boettcher.

**ITEM 1 – CONSENT AGENDA**

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

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

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;

Cheryl 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 – ANNUAL APPOINTMENTS**

City Council took up discussion of the annual appointments for 2026, following which Member Langen made a motion, seconded by Member O’Donnell-Ebner, to approve the following motion:

**A MOTION TO APPROVE DALE WILLIAMS AS THE ACTING MAYOR.**

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 recommendation of official depositories for the City by Finance Director Kara Tarrence, Member O’Donnell-Ebner then introduced the following resolution and moved its passage and adoption:

**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 12<sup>th</sup> day of January, 2026.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

The foregoing motion was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Clerk, all 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.

Regarding the Official Newspaper, Member O'Donnell-Ebner made a motion, seconded by Member Langen, to approve the following motion:

**A MOTION APPOINTING THE *HOUSTON COUNTY NEWS* AS THE OFFICIAL NEWSPAPER FOR THE CITY OF LA CRESCENT.**

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
Mayor Poellinger	Yes

and Member Williams voted against the same. The motion was declared duly carried by a 4-1 vote.

Regarding Assistant Weed Inspector, Member Jostad made a motion, seconded by Member Langen, to

approve the following motion:

**A MOTION APPOINTING SHAWN WETTERLIN AS ASSISTANT WEED INSPECTOR FOR THE CITY OF LA CRESCENT.**

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.

Member Jostad then introduced the following resolution and moved its passage and adoption:

**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 12<sup>th</sup> day of January, 2026.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Clerk, all 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.

**ITEM 3.2 – ADVISORY COMMISSION APPOINTMENTS**

City Administrator Bill Waller reviewed with City Council the various City of La Crescent standing commission appointments for 2026 and recommended reappointing those that are expiring. Prior to the meeting, Council Members were provided with the following corrections to the presented list: Mike Welch resigned from the Economic Development Committee in 2025, Colin Luz filled the position and Kristen Willow Arden resigned from the Active Transportation Action Committee. Administrator Waller also noted that in 2025 there was a stand-alone Natural Resource Advisory Group and a stand-alone GreenStep Committee. In 2026 it is proposed to combine these into the Sustainability/Natural Resource Committee. It is also proposed to combine the Bicycle Pedestrian Committee and the Safe Routes to School Committee into the Active Transportation Action Committee. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION APPROVING THE FOLLOWING INDIVIDUALS TO CITY OF LA CRESCENT STANDING COMMISSIONS FOR 2026 ALONG WITH THE CHANGES AS STATED:**

**PLANNING COMMISSION**

1. Judy Enright – 2026
2. Greg Husmann – 2028\*
3. Jon Wilson – 2028^
4. Mike Welch – 2027
5. Ryan Niemerier – 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 Dockendorf – 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 RESOURCE 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 (resigned) Colin Luz – 2027 (filled position)
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 (resigned)
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^**

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 3.3 – CITY COUNCIL APPOINTMENTS**

At the direction of the Mayor, the proposed Commission assignments for 2026 were reviewed by City Council. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

#### **MOTION APPOINTING THE FOLLOWING INDIVIDUALS TO CITY COMMISSIONS FOR 2026:**

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

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 – REVIEW CITY COUNCIL RULES AND PROCEDURES**

City Attorney Wieser reviewed Resolution No. 02-13-03 which sets forth the groundwork for orderly and respectful communication and to promote efficient working of the public's interest at Council Meetings. Pursuant to the authority of Minn. Stat. § 412.91 Subd. 2, City Councils have the authority to regulate their own procedure. The Organizational Resolution has been in place with the City of La Crescent since 1975. Significant reviews were done in 2013 and 2014. Thereafter, the document has been reviewed and approved at the initial meeting of the year. It was recommended that the Agenda Request Form be created as an online submission. City Clerk Boettcher will prepare the online submission form and will report back to Council. This item was informational only, no action was required.

### **ITEM 3.5 – REVIEW CITY CODE OF CONDUCT**

City Attorney Wieser then reviewed with City Council the Code of Conduct for elected and appointed officials of the City of La Crescent. The Code of Conduct was initially adopted in 2014. The Code of Conduct is an aspirational document for the city and how the Council and other representatives of the city conduct themselves while performing city business. There were no proposed changes to this Code of Conduct. This item was informational only, no action was required.

### **ITEM 3.6 – REVIEW SOCIAL MEDIA POLICY**

City Attorney Wieser reviewed with City Council a copy of the existing Communications Policy adopted by the City of La Crescent. This was initially adopted in March 2003 and has been reviewed annually and updated as needed. There were no proposed changes. This item was informational only, no action was required.

### **ITEM 3.7 – 2026 MILEAGE RATES**

City Council reviewed a letter from Finance Director Kara Tarrence stating that the Office of the State Auditor recommends that local government entities review expense reimbursement limits and mileage rates at the first City Council meeting of the year. As of January 1, 2026, the IRS has increased the standard mileage rate for business use to \$0.72.5/per mile. A notice from the IRS was included. It was recommended that City Council approve the increase. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

#### **MOTION TO APPROVE THE STANDARD MILEAGE RATE REIMBURSEMENT LIMITS FOR BUSINESS USE IN 2026 TO \$0.72.5/PER MILE AS STATED BY THE IRS.**

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 - REVIEW WALNUT STREET IMPROVEMENT PROJECT 60% PLAN**

City Engineer Tim Hruska along with HKGi Senior Landscape Architect Amy Bower (via phone) reviewed the streetscaping options along the Walnut Street Reconstruction corridor. On January 6, 2026, and January 8, 2026, WHKS & Co. and Staff presented the 60% street improvements layout and streetscaping options to the residents and businesses. 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 were provided for City Council review. This item was informational only, no action was required.

City resident and business owner Marty Holub had an agenda request and addressed City Council regarding the project.

**ITEM 3.9 – APPROVE PLANS & SPECIFICATIONS/AUTHORIZE TO ADVERTISE FOR BIDS – REDWOOD DRIVE IMPROVEMENT PROJECT**

City resident Arnie Gaustad had an agenda request and addressed City Council regarding the project. City resident and business owner Marty Holub also addressed City Council.

City Engineer Hruska reviewed with City Council the plans and specifications for the Redwood Street Storm Sewer Improvement project. The project includes the following:

**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 7<sup>th</sup> 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 11<sup>th</sup> and 12<sup>th</sup> Streets, a sidewalk along the east side of Redwood Street East from South 11<sup>th</sup> and 7<sup>th</sup> Street including crossing improvements to South 11<sup>th</sup> Street, and a 10-foot path between South 14<sup>th</sup> Street and Kistler Court along with intersection improvements at South 14<sup>th</sup> 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

It was recommended that City Council approve the plans and specifications and authorize to advertise for bids. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen, as follows:

**MOTION TO APPROVE THE PLANS AND SPECIFICATIONS FOR THE REDWOOD STREET STORM SEWER IMPROVEMENT PROJECT AS PRESENTED AND AUTHORIZE TO ADVERTISE FOR BIDS.**

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 – REVIEW DRAFT 2026 WATER/SEWER DEPARTMENT BUDGETS**

City resident and business owner Marty Holub had an agenda request and addressed City Council.

City Administrator Waller recommended that this item be moved to the January 26, 2026, City Council meeting. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

**MOTION TO MOVE THE 2026 DRAFT REVIEW OF THE WATER/SEWER DEPARTMENT BUDGETS TO THE JANUARY 26, 2026, CITY COUNCIL 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.

**ITEM 3.11 – PERSONNEL COMMITTEE RECOMMENDATION**

The Personnel Committee had the following recommendation for consideration by the City Council.

1. 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 the recommendation was included. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO APPROVE JAY MEIER’S RESIGNATION AS THE ASSISTANT TRAINING/SAFETY OFFICER EFFECTIVE DECEMBER 30, 2025, AND AUTHORIZE THE POSITION BE POSTED INTERNALLY.**

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

and Mayor Poellinger abstained. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.12 – GAMBLING PERMIT APPLICATION**

City Council reviewed a memo from City Administrative Assistant Chris Fortsch for approval of a Gambling Permit application from the La Crescent Softball Boosters to hold a raffle on February 27, 2026, at the La Crescent Area Event Center. The application appears to be in order, and it was recommended that City Council approve the application and authorize Ms. Fortsch to forward the application to the Minnesota Gambling Control Board. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

**MOTION TO APPROVE THE GAMBLING PERMIT FOR THE LA CRESCENT SOFTBALL BOOSTERS TO HOLD A RAFFLE ON FEBRUARY 27, 2026, AT THE LA CRESCENT AREA**

**EVENT CENTER AND AUTHORIZE CITY ADMINISTRATIVE ASSISTANT CHRIS FORTSCH TO FORWARD THE APPLICATION TO THE MINNESOTA GAMBLING CONTROL BOARD.**

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 3.13 – 2026 LICENSE RENEWALS**

City Council reviewed a list of proposed license renewals applications for 2026. 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 Langen as follows:

**MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2026 FOR THE FOLLOWING:**

**MESSAGE BUSINESS:**

Heaven's Hands

**MESSAGE TECHNICIAN:**

Jennifer Tornstrom

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 3.14 – DONATION RESOLUTIONS**

City Council reviewed a Resolution regarding the acceptance of donations made to the City for the Month of December. Following review and discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption:

**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. The 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

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
Mike Poellinger	Yes

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

**6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

6.1 City Council reviewed a flyer for the Sustainability Plan Community Input Session to be held on Tuesday, January 13, 2026, at the Wieser Memorial Park Pavilion from 6:30 – 8:00 p.m.

6.2 City Council reviewed a memo from Sustainability Coordinator Jason Ludwigson stating that the city has achieved the Charging Smart Gold Designation.

**CHAMBER OF COMMERCE:**

Chamber of Commerce representative Amy Shimshak was in attendance and provided an update.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member O'Donnell-Ebner 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 6:06 P.M.

APPROVAL DATE: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

#1.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: January 23, 2026  
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending January 23, 2026. We would suggest that the City Council approve the payment of the bills payable as presented.

There may be a few additional bills that are presented for payment at the meeting.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ABILITY BUILDING CENTER INC</b>						
28733	CITY HALL - CLEANING	12/31/2025	69.00	.00		
28733	CITY HALL - SHREDDING	12/31/2025	36.39	.00		
28734	FD - CLEANING STATION	12/31/2025	180.15	.00		
28734	FD - CLEANING COMM RM	12/31/2025	321.60	.00		
Total 8085:			607.14	.00		
<b>AIRGAS USA LLC</b>						
9168100445	FD - OXYGEN	01/06/2026	145.46	.00		
Total 1802:			145.46	.00		
<b>AMAZON CAPITAL SERVICES</b>						
136F-9MY7-DHM	STREETS - INTERNATIONAL- TRUCK REPAIR	01/12/2026	69.99	.00		
1H6Q-4VXY-LVM	LIBRARY - BOOKS GRANT FUNDED	01/14/2026	84.63	.00		
1HVJ-7J6V-7PD	LIBRARY - PROGRAM SUPPLIES	01/13/2026	48.86	.00		
1K6N-9LRX-DTV	LIBRARY - BOOKS GRANT FUNDED	01/12/2026	9.74	.00		
1LPQ-4FTQ-46Y	LIBRARY - PROCESSING MATERIALS	01/13/2026	12.35	.00		
1LPQ-4FTQ-46Y	LIBRARY - PROGRAM SUPPLIES	01/13/2026	85.91	.00		
1MJJ-DVQD-M7F	PD - OFFICE SUPPLIES	01/12/2026	219.99	.00		
1MJJ-DVQD-M7F	CITY HALL - OFFICE SUPPLIES	01/12/2026	68.06	.00		
1MJJ-DVQD-M7F	LIC BUR - OFFICE SUPPLIES	01/12/2026	19.98	.00		
1QVW-WQGX-D	PD - CLEANING SUPPLIES	01/10/2026	23.20	.00		
1QVW-WQGX-D	CITY HALL - CLEANING SUPPLIES	01/10/2026	22.81	.00		
1WKR-CX1Y-K6	LIBRARY - BOOKS GRANT FUNDED	01/13/2026	11.39	.00		
Total 9956:			676.91	.00		
<b>ASPEN MILLS INC.</b>						
368706	PD - BODY ARMOR	01/14/2026	1,345.09	.00		
Total 10333:			1,345.09	.00		
<b>B &amp; T TECHNICAL SERVICES, LLC</b>						
1886	COMM BLDG - SOLAR ELECTRICAL SERVICE	12/31/2025	48.34	.00		
Total 9680:			48.34	.00		
<b>BERG, SUSAN</b>						
557218	LIBRARY - PROGRAM SPEAKING & BOOKS	01/13/2026	512.50	.00		
Total 10338:			512.50	.00		
<b>BLUE CROSS BLUE SHIELD MINNESOTA</b>						
2/26 STMT	EMPLOYER PAID HEALTH - CLERK	01/21/2026	1,398.06	1,398.06	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - FD	01/21/2026	73.58	73.58	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - LIBRARY	01/21/2026	786.54	786.54	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - LICENSE BUREAU	01/21/2026	1,853.54	1,853.54	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - PARKS	01/21/2026	176.48	176.48	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - PD	01/21/2026	1,059.43	1,059.43	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - REC	01/21/2026	97.79	97.79	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - SEWER	01/21/2026	651.53	651.53	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - STREET	01/21/2026	1,166.68	1,166.68	01/21/2026	
2/26 STMT	EMPLOYER PAID HEALTH - WATER	01/21/2026	995.39	995.39	01/21/2026	
2/26 STMT	HEALTH INSURANCE WITHHELD	01/21/2026	5,260.48	5,260.48	01/21/2026	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9672:			13,519.50	13,519.50		
<b>BOUND TREE MEDICAL, LLC</b>						
86037829	FD - MEDICAL SUPPLIES	12/23/2025	88.99	.00		
Total 9621:			88.99	.00		
<b>BREYER'S SALES AND SERVICE INC</b>						
21217	PARKS - CHAIN SAW REPAIR	12/05/2025	340.43	.00		
Total 131:			340.43	.00		
<b>CINTAS CORPORATION</b>						
425121145	CITY HALL - MATS, CLEANING RAGS & TOWELS	12/01/2025	100.36	.00		
4252975796	CITY HALL - MATS, CLEANING RAGS & TOWELS	12/15/2025	100.36	.00		
4254468925	CITY HALL - MATS, CLEANING RAGS & TOWELS	12/29/2025	100.36	.00		
Total 9696:			301.08	.00		
<b>DEPT OF NATURAL RESOURCES</b>						
1/6/26-1/12/26	WEEKLY RECREATIONAL VEH. REGIST.	01/12/2026	3,342.47	3,342.47	01/16/2026	
Total 318:			3,342.47	3,342.47		
<b>ECO THRIVE, LLC</b>						
1/26 REIMB	REIMB - SAWW CERTIFICATION TRAINING	01/06/2026	160.00	.00		
Total 9632:			160.00	.00		
<b>EFTPS - ELECTRONIC FEDERAL TAX</b>						
1/16/26 P/R	FED/FICA/MEDICARE	01/21/2026	24,323.71	24,323.71	01/21/2026	
Total 1127:			24,323.71	24,323.71		
<b>GOVERNMENTJOBS.COM, INC.</b>						
INV-152345	PD - POWERDMS STANDARDS ACCREDITATION	01/17/2026	600.00	.00		
Total 9925:			600.00	.00		
<b>HACH COMPANY</b>						
14822210	WATER- TESTING SUPPLIES	01/08/2026	212.55	.00		
14829844	WATER- TESTING SUPPLIES	01/14/2026	77.50	.00		
Total 611:			290.05	.00		
<b>HELKE, BRYCE</b>						
1/26 REIMB	PD - REIMBURSE MEAL AT TRAINING	01/15/2026	31.00	.00		
Total 10178:			31.00	.00		
<b>HOKAH CO-OP OIL ASSOCIATION</b>						
3308	GC - LP	01/08/2026	1,260.00	.00		
Total 715:			1,260.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>HOUSTON CNTY TREASURER</b>						
C. FORTSCH 20	COUNTY NOTARY RECORDING FEE	12/31/2025	20.00	.00		
Total 721:			20.00	.00		
3864 - 1ST QTR	1ST QTR SOLID WASTE FEES	01/01/2026	30,663.75	.00		
Total 1501:			30,663.75	.00		
<b>INGRAM LIBRARY SERVICES LLC</b>						
93627991	LIBRARY - BOOKS GRANT FUNDED	01/12/2026	14.24	.00		
93654164	LIBRARY - BOOKS GRANT FUNDED	01/13/2026	27.47	.00		
93730632	LIBRARY - BOOKS GRANT FUNDED	01/15/2026	25.80	.00		
93730633	LIBRARY - BOOKS GRANT FUNDED	01/15/2026	14.24	.00		
93767250	LIBRARY - BOOKS GRANT FUNDED	01/16/2026	15.74	.00		
93809779	LIBRARY - BOOKS GRANT FUNDED	01/20/2026	27.47	.00		
Total 10337:			124.96	.00		
<b>LA CRESCENT ACE HARDWARE</b>						
12/25 STMT	STREETS - SMALL TOOLS	12/31/2025	5.99	.00		
12/25 STMT	STREETS- VEHICLE MAINT	12/31/2025	13.98	.00		
12/25 STMT	FD - VEHICLE MAINT	12/31/2025	6.99	.00		
12/25 STMT	STREETS - BRINE TANK REPAIR	12/31/2025	15.99	.00		
12/25 STMT	WATER DEPT - LOCATOR BATTERY	12/31/2025	15.99	.00		
12/25 STMT	MAINT - BATTERIES	12/31/2025	6.59	.00		
12/25 STMT	PAINT FOR WELL HOUSE #3	12/31/2025	11.98	.00		
12/25 STMT	POSTAGE FOR WATER SAMPLES	12/31/2025	49.45	.00		
12/25 STMT	FD - SMALL TOOLS	12/31/2025	54.98	.00		
12/25 STMT	WATER PLANT - CONTROL ROOM DOOR REPAIR	12/31/2025	27.48	.00		
12/25 STMT	PUBLIC WORKS - ICE SCRAPPER	12/31/2025	14.99	.00		
12/25 STMT	MAINT - SHOP TOOLS	12/31/2025	5.18	.00		
12/25 STMT	WATER PLANT - REPAIR LINE	12/31/2025	12.99	.00		
12/25 STMT	STREETS - BRINE TANK REPAIR	12/31/2025	17.18	.00		
Total 717:			259.76	.00		
<b>LA CRESCENT AREA EVENT CENTER, INC.</b>						
12/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	01/20/2026	904.82	.00		
Total 9810:			904.82	.00		
<b>LA CRESCENT CHAMBER OF COMMERC</b>						
12/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	01/20/2026	904.82	.00		
Total 1142:			904.82	.00		
<b>LA CROSSE AREA CONVENTION AND</b>						
12/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	01/20/2026	2,830.45	.00		
Total 9824:			2,830.45	.00		
<b>LEAGUE OF MINNESOTA CITIES</b>						
2026 MAYOR	MN MAYORS ASSOCIATION MEMBERSHIP DUES	01/01/2026	30.00	.00		
441093	PD - ONLINE PATROL TRAINING	01/02/2026	900.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1117:			930.00	.00		
<b>MAYO CLINIC AMBULANCE SERVICE</b>						
3842132	CPR CLASS	01/10/2026	150.00	.00		
Total 8150:			150.00	.00		
<b>MENARDS-LA CROSSE</b>						
22633	GC - SMALL TOOLS	01/12/2026	280.40	.00		
22633	GC - EQUIPMENT MAINT	01/12/2026	57.90	.00		
Total 1352:			338.30	.00		
<b>MIDWEST LEAK DETECTION</b>						
2447	CHECK FOR WATER LEAK ON SPRUCE	12/12/2025	300.00	.00		
Total 9304:			300.00	.00		
<b>MIDWEST TAPE</b>						
508279571	LIBRARY- MOVIES GRANT FUNDED	01/08/2026	79.47	.00		
Total 9851:			79.47	.00		
<b>MIENERGY COOPERATIVE</b>						
12/25 STMT	ELECT UTILITIES-CRESC.HGTS.& WILDWOOD SEC LIGH	12/31/2025	253.00	253.00	01/20/2026	
12/25 STMT	ELECT UTILITIES-GC POP MACH.	12/31/2025	77.69	77.69	01/20/2026	
12/25 STMT	ELECT UTILITIES-GC CLUBHOUSE	12/31/2025	255.64	255.64	01/20/2026	
12/25 STMT	ELECT UTILITIES-GC IRRIGATION & PARKING LOTS LIGH	12/31/2025	187.31	187.31	01/20/2026	
12/25 STMT	ELECT UTILITIES - HORSETRACK MEADOWS LIFT STATI	12/31/2025	172.11	172.11	01/20/2026	
12/25 STMT	ELECT UTILITIES - WIESER PARK	12/31/2025	1,436.00	1,436.00	01/20/2026	
Total 2012:			2,381.75	2,381.75		
<b>MINNESOTA CHILD SUPPORT PAYMENT CENTER</b>						
1/16/26P/R00156	MN CHILD SUPPORT	01/20/2026	497.46	497.46	01/20/2026	
Total 9597:			497.46	497.46		
<b>MINNESOTA DEPT OF REVENUE</b>						
1/16/26 P/R	MN STATE WHT	01/21/2026	4,327.00	4,327.00	01/21/2026	
Total 227:			4,327.00	4,327.00		
<b>MINNESOTA ENERGY RESOURCES INC</b>						
12/25 STMT	CITY HALL - GAS UTILITIES	12/31/2025	410.25	410.25	01/20/2026	
12/25 STMT	LIBRARY - GAS UTILITIES	12/31/2025	219.75	219.75	01/20/2026	
12/25 STMT	MAINT BLDG - GAS UTILITIES	12/31/2025	1,135.65	1,135.65	01/20/2026	
12/25 STMT	COMMUNITY BLDG - GAS UTILITIES	12/31/2025	859.57	859.57	01/20/2026	
12/25 STMT	CONTROL BLDG - GAS UTILITIES	12/31/2025	164.53	164.53	01/20/2026	
12/25 STMT	ICE ARENA - GAS UTILITIES	12/31/2025	2,159.43	2,159.43	01/20/2026	
12/25 STMT	POOL - GAS UTILITIES	12/31/2025	48.77	48.77	01/20/2026	
12/25 STMT	PUMP HOUSE - 193 MCINTOSH	12/31/2025	102.50	102.50	01/20/2026	
12/25 STMT	PUMP HOUSE - 405 ORCHARDVIEW	12/31/2025	114.78	114.78	01/20/2026	
12/25 STMT	ABNET RESTROOMS - GAS UTILITIES	12/31/2025	276.97	276.97	01/20/2026	
12/25 STMT	ANIMAL SHELTER - GAS UTILITIES	12/31/2025	136.70	136.70	01/20/2026	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8171:			5,628.90	5,628.90		
<b>MINNESOTA STATE FIRE CHIEFS ASSOC</b>						
10602	MEMBERSHIP DUES	01/07/2026	110.00	.00		
10658	FD - LEADERSHIP TRAINING (2)	01/12/2026	570.00	.00		
Total 1295:			680.00	.00		
<b>NORTHLAND SECURITIES INC</b>						
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	412.50	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	140.25	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	396.00	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	16.50	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	226.86	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	412.50	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	342.38	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	750.75	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	412.50	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	45.38	.00		
INV-2148	ANNUAL DISCLOSURE REPORTING FEES	12/31/2025	144.38	.00		
Total 8272:			3,300.00	.00		
<b>POINT C</b>						
1/16/26 K. TARR	MEDICAL REIMB P/R DEDUCTED- K. TARRENCE	01/21/2026	70.00	70.00	01/21/2026	
Total 10202:			70.00	70.00		
<b>PUBLIC EMPLOYEES RETIREMENT</b>						
1/16/26 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	01/21/2026	17,458.12	17,458.12	01/21/2026	
Total 1612:			17,458.12	17,458.12		
<b>QUADIANT FINANCE USA, INC</b>						
1/26 STMT	Postage Meter Postage- B&Z	01/15/2026	21.00	.00		
1/26 STMT	Postage Meter Postage- Library	01/15/2026	9.00	.00		
1/26 STMT	Postage Meter Postage- Fire Dept	01/15/2026	12.00	.00		
1/26 STMT	Postage Meter Postage- Pool	01/15/2026	6.00	.00		
1/26 STMT	Postage Meter Postage- Animal Shelter	01/15/2026	3.00	.00		
1/26 STMT	Postage Meter Postage- Police	01/15/2026	21.00	.00		
1/26 STMT	Postage Meter Postage- Sewer	01/15/2026	63.00	.00		
1/26 STMT	Postage Meter Postage- Golf course	01/15/2026	9.00	.00		
1/26 STMT	Postage Meter Postage- Arena	01/15/2026	3.00	.00		
1/26 STMT	Postage Meter Postage- Clerk	01/15/2026	45.00	.00		
1/26 STMT	Postage Meter Postage- Public works	01/15/2026	15.00	.00		
1/26 STMT	Postage Meter Postage- Lic Bur	01/15/2026	30.00	.00		
1/26 STMT	Postage Meter Postage- Water	01/15/2026	63.00	.00		
Total 9799:			300.00	.00		
<b>RELIABLE PEST MANAGEMENT</b>						
18181	CITY HALL - PEST CONTROL	12/04/2025	55.00	.00		
18182	GC - PEST CONTROL	12/04/2025	69.47	.00		
Total 9871:			124.47	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>RIVERLAND COMMUNITY COLLEGE</b>						
1340601	FD - FF1 & FF2 CLASS FOR 2 FF	01/12/2026	3,270.00	.00		
Total 1837:			3,270.00	.00		
<b>SIGNARAMA</b>						
INV-7459	PD - GRAPHICS REMOVAL FOR UNMARKED SQUAD CAR	01/22/2026	150.00	.00		
Total 9831:			150.00	.00		
<b>UNIVERSAL TRUCK EQUIPMENT INC</b>						
66987	STREETS - PLOW TRUCK REPAIR	01/09/2026	76.09	.00		
Total 2105:			76.09	.00		
<b>VAN METER INC.</b>						
S014191133.001	LIGHTS FOR STREETS	01/12/2026	2,088.37	.00		
Total 10036:			2,088.37	.00		
<b>VOYA INSTITUTIONAL TRUST COMPANY</b>						
1/16/26 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	01/21/2026	3,766.00	3,766.00	01/21/2026	
Total 10290:			3,766.00	3,766.00		
<b>WATER SYSTEMS CO.</b>						
301448	LIBRARY - WATER COOLER RENTAL	12/31/2025	8.00	.00		
Total 8605:			8.00	.00		
<b>WATERSHED PARTNERS</b>						
2026 MEMBERS	2026 MEMBERSHIP ADOPT-A-DRAIN	01/01/2026	350.00	.00		
Total 9964:			350.00	.00		
<b>WEINFURTNER, TANNER</b>						
1/26 REIMB	PD - MEAL REIMBURSEMENT	01/15/2026	31.00	.00		
Total 10235:			31.00	.00		
<b>XCEL ENERGY</b>						
12/25 STMT	CITY HALL - 315 MAIN ST	12/31/2025	656.36	656.36	01/20/2026	
12/25 STMT	LIBRARY - 321 MAIN ST	12/31/2025	158.62	158.62	01/20/2026	
12/25 STMT	FLAG LIGHT - 202 MAIN	12/31/2025	8.46	8.46	01/20/2026	
12/25 STMT	FLAG LIGHT - 226 MAIN	12/31/2025	21.43	21.43	01/20/2026	
12/25 STMT	SIGN LIGHT - 525 S CHESTNUT	12/31/2025	10.47	10.47	01/20/2026	
12/25 STMT	STREET LIGHTS - PO BOX 142	12/31/2025	7,162.20	7,162.20	01/20/2026	
12/25 STMT	NEW LACRESCENT SIGN - 209 S WALNUT	12/31/2025	28.84	28.84	01/20/2026	
12/25 STMT	TENNIS COURT LIGHTS - 608 S 7TH	12/31/2025	3.36	3.36	01/20/2026	
12/25 STMT	UNIT STREET LIGHTS - 33 S WALNUT	12/31/2025	69.46	69.46	01/20/2026	
12/25 STMT	CITY HALL GREEN SPACE - 322 S 1ST	12/31/2025	32.19	32.19	01/20/2026	
12/25 STMT	MAINT PARKING LOT - 517 S CHESTNUT	12/31/2025	9.10	9.10	01/20/2026	
12/25 STMT	RESERVOIR - 1026 CRESCENT HILLS	12/31/2025	12.81	12.81	01/20/2026	
12/25 STMT	WWTP - 222 HWY 16	12/31/2025	1,085.32	1,085.32	01/20/2026	
12/25 STMT	WELL HOUSE - 200 STONEY PT RD	12/31/2025	1,417.35	1,417.35	01/20/2026	
12/25 STMT	ABNET FIELD - 1323 SPRUCE	12/31/2025	31.96	31.96	01/20/2026	
12/25 STMT	LIFT STATION - 1450 HWY 16	12/31/2025	10.81	10.81	01/20/2026	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
12/25 STMT	SHORE ACRES - GRINDER PUMPS	12/31/2025	206.25	206.25	01/20/2026	
12/25 STMT	ICE ARENA - 520 S 14TH ST	12/31/2025	3,037.85	3,037.85	01/20/2026	
12/25 STMT	LIFT STATION - 31 MCINTOSH RD E	12/31/2025	13.39	13.39	01/20/2026	
12/25 STMT	WELL #3 - 417 WALNUT PLACE	12/31/2025	1,519.92	1,519.92	01/20/2026	
12/25 STMT	WELL #2 - 400 LARCH	12/31/2025	873.22	873.22	01/20/2026	
12/25 STMT	RADIUM PLANT - 722 N 2ND ST	12/31/2025	1,474.13	1,474.13	01/20/2026	
12/25 STMT	BOOSTER STATION - 193 MCINTOSH E	12/31/2025	142.04	142.04	01/20/2026	
Total 1410:			17,985.54	17,985.54		
Grand Totals:			147,591.70	93,300.45		

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 City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: January 22, 2026  
RE: Finance Plan – 2026A Bond Issue

Attached for review and consideration by the City Council is the Finance Plan for the City's proposed 2026A bond issue. Tammy Omdal from Northland Securities will be in attendance at the meeting to review this with the City Council.

As proposed, the 2026A bond issue will include funds for the costs of the 2026 street reconstruction projects. These projects include the Walnut Street project, the Redwood Drive project, and the Maple Street project. These streets are included in the City's Street Reconstruction Plan.

The 2026A bond issue also includes funds for the costs of replacing portions of the water and sewer utilities in the streets that will be reconstructed in 2026. The final portion of the 2026A bond issue includes funds for the cost of land acquisition that is included in the City's Five-Year Capital Improvement Plan.

The next item on the agenda is the resolution approving the issuance of the 2026A General Obligation Bonds, and we would suggest that the City Council adopt the resolution as presented.

# **Finance Plan**

**City of La Crescent, Minnesota**

**\$4,770,000**

**General Obligation Bonds, Series 2026A**

**December 8, 2025**



150 South 5th Street, Suite 3300

Minneapolis, MN 55402

612-851-5900 800-851-2920

[www.northlandsecurities.com](http://www.northlandsecurities.com)

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## Executive Summary

The following is a summary of the recommended terms for the issuance of \$4,770,000 General Obligation Bonds, Series 2026A (the "Bonds" or "2026A Bonds"). Additional information on the proposed finance plan and issuing process can be found after the Executive Summary, in the Issue Overview and Attachment 3 – Related Considerations.

<b>Purpose</b>	Proceeds from the Bonds will be used to fund the City's street reconstruction projects, utility improvements, acquisition and betterment of lands for City Hall and other municipal facilities, and to pay the costs of issuance of the Bonds.
<b>Security</b>	The Bonds will be a general obligation of the City. The City will pledge property tax levies and net revenues of the City's water and sewer utilities for payment of the Bonds.
<b>Repayment Term</b>	The Bonds will mature annually each February 1 in the years 2028 - 2047. Interest on the Bonds will be payable on February 1, 2027 and semiannually thereafter on each August 1 and February 1.
<b>Estimated Interest Rate</b>	True interest cost (TIC): 4.27%
<b>Prepayment Option</b>	Bonds maturing on and after February 1, 2035 will be subject to redemption on February 1, 2034 and any day thereafter at a price of par plus accrued interest.
<b>Rating</b>	A rating will be requested from Moody's Ratings (Moody's). The City's general obligation debt is currently rated "A1" by Moody's.
<b>Tax Status</b>	The Bonds will be tax-exempt, bank qualified obligations.
<b>Risk Factors</b>	There are certain risks associated with all debt. Risk factors related to the Bonds are discussed in Attachment 5.
<b>Type of Bond Sale</b>	Negotiated Sale
<b>Pricing Date</b>	Monday, January 26, 2026
<b>Council Consideration</b>	Monday, January 26, 2026 @ 5:00 P.M.

## Issue Overview

### Purpose

Proceeds from the Bonds will be used to fund the City’s street reconstruction projects, utility improvements, acquisition and betterment of lands for City Hall and other municipal facilities, and to pay the costs of issuance of the Bonds. The table below contains the sources and uses of funds for the bond issue.

	Street Reconstruction	CIP	Utility Revenue	Issue Summary
<b>Sources Of Funds</b>				
Par Amount of Bonds	\$3,740,000.00	\$525,000.00	\$505,000.00	\$4,770,000.00
<b>Total Sources</b>	<b>\$3,740,000.00</b>	<b>\$525,000.00</b>	<b>\$505,000.00</b>	<b>\$4,770,000.00</b>
<b>Uses Of Funds</b>				
Deposit to Project Construction Fund	3,500,000.00	490,000.00	494,000.00	4,484,000.00
Deposit to Capitalized Interest (CIF) Fund	135,825.04	19,059.22	-	154,884.26
Total Underwriter's Discount (1.960%)	73,304.00	10,290.00	9,898.00	93,492.00
Costs of Issuance	29,402.50	4,127.37	3,970.13	37,500.00
Rounding Amount	1,468.46	1,523.41	(2,868.13)	123.74
<b>Total Uses</b>	<b>\$3,740,000.00</b>	<b>\$525,000.00</b>	<b>\$505,000.00</b>	<b>\$4,770,000.00</b>

### Authority

The Bonds will be issued pursuant to the authority of Minnesota Statutes, Chapters 444 and 475 and Sections 475.521 and 475.58, Subdivision 3b.

Under Section 475.58, Subdivision 3b., street reconstruction bonds can be used to finance the reconstruction and bituminous overlay of existing city streets. Eligible improvements may include turn lanes, bicycle lanes, sidewalks, paths and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads and the local share of state and county road projects. Eligible improvements do not include the portion of project cost allocable to widening a street or adding curbs and gutters where none previously existed.

Minnesota Statutes, Section 475.53 states that a city or county may not incur or be subject to a net debt in excess of three percent (3%) of its estimated market value. Net debt is, with limited exceptions, debt paid solely from ad valorem taxes, including street reconstruction bonds. The City’s 2024/2025 Estimated Market Value is \$691,682,200 and the City’s legal debt margin is \$20,750,466 ( $\$691,682,200 \times 0.03 = \$20,750,466$ ). The 2026A Bonds and the City’s outstanding bonds applicable to its debt limit total \$9,964,000.

Under Section 475.521, a capital improvement is a major expenditure of City funds for the acquisition or betterment of public lands, buildings, or other improvements used, such as a city hall, library, public safety, or public works facility, which has a useful life of five years or more.

The maximum amount of principal and interest for capital improvement bonds cannot exceed 0.16% of the estimated market value of taxable property in the City. The City’s 2025 estimated market value is \$691,682,200 ( $\$691,682,200 \times 0.0016 = \$1,106,692$ ). A portion of the City’s Series 2026A Bonds applies towards the limit. The maximum amount of principal and interest in a calendar year for the Series 2026A Bonds plus the City’s outstanding bonds applicable towards the limit is expected to be approximately \$75,335, which is less than \$1,106,692.

Before issuing bonds under a Capital Improvement Plan (“CIP”), the City must hold a public hearing on the CIP and the proposed bonds and must then approve the CIP and authorize the

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issuance of the bonds by at least a 3/5 majority. The City held the required public hearing and approved the CIP on November 13, 2023.

If a petition signed by voters equal to at least 5 percent of the votes cast in the last general election requesting a vote on the issuance of bonds is received by the clerk within 30 days after the public hearing, then the bonds may not be issued unless approved by the voters at an election. No petitions were received by December 13, 2023.

### **Structure**

The Bonds has been structured to result in relatively level annual debt service payments over 20 years with first principal in 2028.

The proposed structure for the bond issue and preliminary debt service projections are illustrated in Attachment 1.

### **Security and Source of Repayment**

The Bonds will be general obligations of the City. The finance plan relies on the following assumptions for the revenues used to pay debt service, as provided by City staff:

- Property Taxes. The revenues needed to pay debt service on the CIP and Street Reconstruction portions of the Bonds are expected to come from property tax levies. The initial projections show an annual tax levy averaging approximately \$291,292 for the Street Reconstruction Portion and \$40,844 for the CIP Portion annually, is needed, which includes the statutory requirement of 105% of debt service. The levy will be adjusted annually. The initial tax levies will be made in 2026 for taxes payable in 2027.

Given the timing of the initial revenue from the tax levy for the Street Reconstruction and CIP portions, the structure includes capitalized interest to cover the interest payment due through February 1, 2027.

- Utility Revenues. Net revenues of the City's water and sewer utilities will be pledged for payment of the Utility Revenue portion of the Bonds. The City will covenant to institute water and sewer rates and charges that are sufficient to produce net revenues equal to at least 105% of the debt service requirements on the Utility Revenue portion of the Bonds. In the event there is a deficiency in the amount of net revenues available for payment of debt service, the City may levy taxes to cover the insufficiency, but only on a temporary basis until rates are adjusted.

The table in Attachment 2 shows the estimated flow of funds, including the 5% overlevy.

### **Plan Rationale**

The Finance Plan recommended in this report is based on a variety of factors and information provided by the City related to the financed projects and City objectives, Northland's knowledge of the City and our experience in working with similar cities and projects. The issuance of General Obligation Bonds provides the best means of achieving the City's objectives and cost effective financing. The City has successfully issued and managed this type of debt for previous projects.

### **Issuing Process**

The City has engaged Northland to act as underwriter for the Bonds pursuant to federal securities regulations. Northland will purchase the Bonds in an "arm's length" negotiated sale. The City has chosen this approach for a variety of reasons, including flexibility in timing, ability of the underwriter to explain the Bonds to investors and cultivate investor interest in the issue in advance of the sale, certainty of underwriting commitment and transparency of pricing process. The calendar of events for the issuing process can be found in Attachment 4.

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**Underwriter:** Northland Securities, Inc., Minneapolis, Minnesota  
**Bond Counsel:** Taft Stettinius & Hollister LLP, Minneapolis, Minnesota  
**Paying Agent:** Northland Bond Services, a division of First National Bank of Omaha,  
Minneapolis, Minnesota

## Attachment 1 - Preliminary Debt Service Schedule

### Combined

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/24/2026	-	-	-	-	-
02/01/2027	-	-	173,182.89	173,182.89	173,182.89
08/01/2027	-	-	92,501.25	92,501.25	-
02/01/2028	170,000.00	3.000%	92,501.25	262,501.25	355,002.50
08/01/2028	-	-	89,951.25	89,951.25	-
02/01/2029	175,000.00	3.000%	89,951.25	264,951.25	354,902.50
08/01/2029	-	-	87,326.25	87,326.25	-
02/01/2030	180,000.00	3.000%	87,326.25	267,326.25	354,652.50
08/01/2030	-	-	84,626.25	84,626.25	-
02/01/2031	185,000.00	3.050%	84,626.25	269,626.25	354,252.50
08/01/2031	-	-	81,805.00	81,805.00	-
02/01/2032	190,000.00	3.150%	81,805.00	271,805.00	353,610.00
08/01/2032	-	-	78,812.50	78,812.50	-
02/01/2033	195,000.00	3.300%	78,812.50	273,812.50	352,625.00
08/01/2033	-	-	75,595.00	75,595.00	-
02/01/2034	200,000.00	3.450%	75,595.00	275,595.00	351,190.00
08/01/2034	-	-	72,145.00	72,145.00	-
02/01/2035	210,000.00	3.550%	72,145.00	282,145.00	354,290.00
08/01/2035	-	-	68,417.50	68,417.50	-
02/01/2036	220,000.00	3.700%	68,417.50	288,417.50	356,835.00
08/01/2036	-	-	64,347.50	64,347.50	-
02/01/2037	225,000.00	3.850%	64,347.50	289,347.50	353,695.00
08/01/2037	-	-	60,016.25	60,016.25	-
02/01/2038	235,000.00	3.950%	60,016.25	295,016.25	355,032.50
08/01/2038	-	-	55,375.00	55,375.00	-
02/01/2039	240,000.00	4.050%	55,375.00	295,375.00	350,750.00
08/01/2039	-	-	50,515.00	50,515.00	-
02/01/2040	250,000.00	4.150%	50,515.00	300,515.00	351,030.00
08/01/2040	-	-	45,327.50	45,327.50	-
02/01/2041	260,000.00	4.200%	45,327.50	305,327.50	350,655.00
08/01/2041	-	-	39,867.50	39,867.50	-
02/01/2042	275,000.00	4.250%	39,867.50	314,867.50	354,735.00
08/01/2042	-	-	34,023.75	34,023.75	-
02/01/2043	285,000.00	4.300%	34,023.75	319,023.75	353,047.50
08/01/2043	-	-	27,896.25	27,896.25	-
02/01/2044	300,000.00	4.350%	27,896.25	327,896.25	355,792.50
08/01/2044	-	-	21,371.25	21,371.25	-
02/01/2045	315,000.00	4.350%	21,371.25	336,371.25	357,742.50
08/01/2045	-	-	14,520.00	14,520.00	-
02/01/2046	325,000.00	4.400%	14,520.00	339,520.00	354,040.00
08/01/2046	-	-	7,370.00	7,370.00	-
02/01/2047	335,000.00	4.400%	7,370.00	342,370.00	349,740.00
<b>Total</b>	<b>\$4,770,000.00</b>	<b>-</b>	<b>\$2,476,802.89</b>	<b>\$7,246,802.89</b>	<b>-</b>

### Yield Statistics

Bond Year Dollars	\$60,380.25
Average Life	12.658 Years
Average Coupon	4.1020083%
Net Interest Cost (NIC)	4.2568470%
True Interest Cost (TIC)	4.2746590%
Bond Yield for Arbitrage Purposes	4.0653664%
All Inclusive Cost (AIC)	4.3602842%

### IRS Form 8038

Net Interest Cost	4.1020083%
Weighted Average Maturity	12.658 Years

### Optional Redemption

02/01/2034	@100.000%
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## Street Reconstruction Portion

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/24/2026	-	-	-	-	-
02/01/2027	-	-	135,825.04	135,825.04	135,825.04
08/01/2027	-	-	72,547.50	72,547.50	-
02/01/2028	130,000.00	3.000%	72,547.50	202,547.50	275,095.00
08/01/2028	-	-	70,597.50	70,597.50	-
02/01/2029	135,000.00	3.000%	70,597.50	205,597.50	276,195.00
08/01/2029	-	-	68,572.50	68,572.50	-
02/01/2030	140,000.00	3.000%	68,572.50	208,572.50	277,145.00
08/01/2030	-	-	66,472.50	66,472.50	-
02/01/2031	145,000.00	3.050%	66,472.50	211,472.50	277,945.00
08/01/2031	-	-	64,261.25	64,261.25	-
02/01/2032	150,000.00	3.150%	64,261.25	214,261.25	278,522.50
08/01/2032	-	-	61,898.75	61,898.75	-
02/01/2033	155,000.00	3.300%	61,898.75	216,898.75	278,797.50
08/01/2033	-	-	59,341.25	59,341.25	-
02/01/2034	160,000.00	3.450%	59,341.25	219,341.25	278,682.50
08/01/2034	-	-	56,581.25	56,581.25	-
02/01/2035	165,000.00	3.550%	56,581.25	221,581.25	278,162.50
08/01/2035	-	-	53,652.50	53,652.50	-
02/01/2036	170,000.00	3.700%	53,652.50	223,652.50	277,305.00
08/01/2036	-	-	50,507.50	50,507.50	-
02/01/2037	175,000.00	3.850%	50,507.50	225,507.50	276,015.00
08/01/2037	-	-	47,138.75	47,138.75	-
02/01/2038	185,000.00	3.950%	47,138.75	232,138.75	279,277.50
08/01/2038	-	-	43,485.00	43,485.00	-
02/01/2039	190,000.00	4.050%	43,485.00	233,485.00	276,970.00
08/01/2039	-	-	39,637.50	39,637.50	-
02/01/2040	195,000.00	4.150%	39,637.50	234,637.50	274,275.00
08/01/2040	-	-	35,591.25	35,591.25	-
02/01/2041	205,000.00	4.200%	35,591.25	240,591.25	276,182.50
08/01/2041	-	-	31,286.25	31,286.25	-
02/01/2042	215,000.00	4.250%	31,286.25	246,286.25	277,572.50
08/01/2042	-	-	26,717.50	26,717.50	-
02/01/2043	225,000.00	4.300%	26,717.50	251,717.50	278,435.00
08/01/2043	-	-	21,880.00	21,880.00	-
02/01/2044	235,000.00	4.350%	21,880.00	256,880.00	278,760.00
08/01/2044	-	-	16,768.75	16,768.75	-
02/01/2045	245,000.00	4.350%	16,768.75	261,768.75	278,537.50
08/01/2045	-	-	11,440.00	11,440.00	-
02/01/2046	255,000.00	4.400%	11,440.00	266,440.00	277,880.00
08/01/2046	-	-	5,830.00	5,830.00	-
02/01/2047	265,000.00	4.400%	5,830.00	270,830.00	276,660.00
<b>Total</b>	<b>\$3,740,000.00</b>	<b>-</b>	<b>\$1,944,240.04</b>	<b>\$5,684,240.04</b>	<b>-</b>

**CIP Portion**

<b>Date</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Total P+I</b>	<b>Fiscal Total</b>
02/24/2026	-	-	-	-	-
02/01/2027	-	-	19,059.22	19,059.22	19,059.22
08/01/2027	-	-	10,180.00	10,180.00	-
02/01/2028	20,000.00	3.000%	10,180.00	30,180.00	40,360.00
08/01/2028	-	-	9,880.00	9,880.00	-
02/01/2029	20,000.00	3.000%	9,880.00	29,880.00	39,760.00
08/01/2029	-	-	9,580.00	9,580.00	-
02/01/2030	20,000.00	3.000%	9,580.00	29,580.00	39,160.00
08/01/2030	-	-	9,280.00	9,280.00	-
02/01/2031	20,000.00	3.050%	9,280.00	29,280.00	38,560.00
08/01/2031	-	-	8,975.00	8,975.00	-
02/01/2032	20,000.00	3.150%	8,975.00	28,975.00	37,950.00
08/01/2032	-	-	8,660.00	8,660.00	-
02/01/2033	20,000.00	3.300%	8,660.00	28,660.00	37,320.00
08/01/2033	-	-	8,330.00	8,330.00	-
02/01/2034	20,000.00	3.450%	8,330.00	28,330.00	36,660.00
08/01/2034	-	-	7,985.00	7,985.00	-
02/01/2035	25,000.00	3.550%	7,985.00	32,985.00	40,970.00
08/01/2035	-	-	7,541.25	7,541.25	-
02/01/2036	25,000.00	3.700%	7,541.25	32,541.25	40,082.50
08/01/2036	-	-	7,078.75	7,078.75	-
02/01/2037	25,000.00	3.850%	7,078.75	32,078.75	39,157.50
08/01/2037	-	-	6,597.50	6,597.50	-
02/01/2038	25,000.00	3.950%	6,597.50	31,597.50	38,195.00
08/01/2038	-	-	6,103.75	6,103.75	-
02/01/2039	25,000.00	4.050%	6,103.75	31,103.75	37,207.50
08/01/2039	-	-	5,597.50	5,597.50	-
02/01/2040	30,000.00	4.150%	5,597.50	35,597.50	41,195.00
08/01/2040	-	-	4,975.00	4,975.00	-
02/01/2041	30,000.00	4.200%	4,975.00	34,975.00	39,950.00
08/01/2041	-	-	4,345.00	4,345.00	-
02/01/2042	30,000.00	4.250%	4,345.00	34,345.00	38,690.00
08/01/2042	-	-	3,707.50	3,707.50	-
02/01/2043	30,000.00	4.300%	3,707.50	33,707.50	37,415.00
08/01/2043	-	-	3,062.50	3,062.50	-
02/01/2044	35,000.00	4.350%	3,062.50	38,062.50	41,125.00
08/01/2044	-	-	2,301.25	2,301.25	-
02/01/2045	35,000.00	4.350%	2,301.25	37,301.25	39,602.50
08/01/2045	-	-	1,540.00	1,540.00	-
02/01/2046	35,000.00	4.400%	1,540.00	36,540.00	38,080.00
08/01/2046	-	-	770.00	770.00	-
02/01/2047	35,000.00	4.400%	770.00	35,770.00	36,540.00
<b>Total</b>	<b>\$525,000.00</b>	<b>-</b>	<b>\$272,039.22</b>	<b>\$797,039.22</b>	<b>-</b>

## Utility Portion

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/24/2026	-	-	-	-	-
02/01/2027	-	-	18,298.63	18,298.63	18,298.63
08/01/2027	-	-	9,773.75	9,773.75	-
02/01/2028	20,000.00	3.000%	9,773.75	29,773.75	39,547.50
08/01/2028	-	-	9,473.75	9,473.75	-
02/01/2029	20,000.00	3.000%	9,473.75	29,473.75	38,947.50
08/01/2029	-	-	9,173.75	9,173.75	-
02/01/2030	20,000.00	3.000%	9,173.75	29,173.75	38,347.50
08/01/2030	-	-	8,873.75	8,873.75	-
02/01/2031	20,000.00	3.050%	8,873.75	28,873.75	37,747.50
08/01/2031	-	-	8,568.75	8,568.75	-
02/01/2032	20,000.00	3.150%	8,568.75	28,568.75	37,137.50
08/01/2032	-	-	8,253.75	8,253.75	-
02/01/2033	20,000.00	3.300%	8,253.75	28,253.75	36,507.50
08/01/2033	-	-	7,923.75	7,923.75	-
02/01/2034	20,000.00	3.450%	7,923.75	27,923.75	35,847.50
08/01/2034	-	-	7,578.75	7,578.75	-
02/01/2035	20,000.00	3.550%	7,578.75	27,578.75	35,157.50
08/01/2035	-	-	7,223.75	7,223.75	-
02/01/2036	25,000.00	3.700%	7,223.75	32,223.75	39,447.50
08/01/2036	-	-	6,761.25	6,761.25	-
02/01/2037	25,000.00	3.850%	6,761.25	31,761.25	38,522.50
08/01/2037	-	-	6,280.00	6,280.00	-
02/01/2038	25,000.00	3.950%	6,280.00	31,280.00	37,560.00
08/01/2038	-	-	5,786.25	5,786.25	-
02/01/2039	25,000.00	4.050%	5,786.25	30,786.25	36,572.50
08/01/2039	-	-	5,280.00	5,280.00	-
02/01/2040	25,000.00	4.150%	5,280.00	30,280.00	35,560.00
08/01/2040	-	-	4,761.25	4,761.25	-
02/01/2041	25,000.00	4.200%	4,761.25	29,761.25	34,522.50
08/01/2041	-	-	4,236.25	4,236.25	-
02/01/2042	30,000.00	4.250%	4,236.25	34,236.25	38,472.50
08/01/2042	-	-	3,598.75	3,598.75	-
02/01/2043	30,000.00	4.300%	3,598.75	33,598.75	37,197.50
08/01/2043	-	-	2,953.75	2,953.75	-
02/01/2044	30,000.00	4.350%	2,953.75	32,953.75	35,907.50
08/01/2044	-	-	2,301.25	2,301.25	-
02/01/2045	35,000.00	4.350%	2,301.25	37,301.25	39,602.50
08/01/2045	-	-	1,540.00	1,540.00	-
02/01/2046	35,000.00	4.400%	1,540.00	36,540.00	38,080.00
08/01/2046	-	-	770.00	770.00	-
02/01/2047	35,000.00	4.400%	770.00	35,770.00	36,540.00
<b>Total</b>	<b>\$505,000.00</b>	<b>-</b>	<b>\$260,523.63</b>	<b>\$765,523.63</b>	<b>-</b>

## Attachment 2 – Preliminary 105% Levy Schedules

### Street Reconstruction Portion

Date	Total P+I	CIF	105% Levy	Levy Year	Collection Year
02/01/2027	135,825.04	(135,825.04)	-	-	-
02/01/2028	275,095.00	-	288,849.75	2026	2027
02/01/2029	276,195.00	-	290,004.75	2027	2028
02/01/2030	277,145.00	-	291,002.25	2028	2029
02/01/2031	277,945.00	-	291,842.25	2029	2030
02/01/2032	278,522.50	-	292,448.63	2030	2031
02/01/2033	278,797.50	-	292,737.38	2031	2032
02/01/2034	278,682.50	-	292,616.63	2032	2033
02/01/2035	278,162.50	-	292,070.63	2033	2034
02/01/2036	277,305.00	-	291,170.25	2034	2035
02/01/2037	276,015.00	-	289,815.75	2035	2036
02/01/2038	279,277.50	-	293,241.38	2036	2037
02/01/2039	276,970.00	-	290,818.50	2037	2038
02/01/2040	274,275.00	-	287,988.75	2038	2039
02/01/2041	276,182.50	-	289,991.63	2039	2040
02/01/2042	277,572.50	-	291,451.13	2040	2041
02/01/2043	278,435.00	-	292,356.75	2041	2042
02/01/2044	278,760.00	-	292,698.00	2042	2043
02/01/2045	278,537.50	-	292,464.38	2043	2044
02/01/2046	277,880.00	-	291,774.00	2044	2045
02/01/2047	276,660.00	-	290,493.00	2045	2046
<b>Total</b>	<b>\$5,684,240.04</b>	<b>(135,825.04)</b>	<b>\$5,825,835.75</b>		

### CIP Portion

Date	Total P+I	CIF	105% Levy	Levy Year	Collection Year
02/01/2027	19,059.22	(19,059.22)	-	-	-
02/01/2028	40,360.00	-	42,378.00	2026	2027
02/01/2029	39,760.00	-	41,748.00	2027	2028
02/01/2030	39,160.00	-	41,118.00	2028	2029
02/01/2031	38,560.00	-	40,488.00	2029	2030
02/01/2032	37,950.00	-	39,847.50	2030	2031
02/01/2033	37,320.00	-	39,186.00	2031	2032
02/01/2034	36,660.00	-	38,493.00	2032	2033
02/01/2035	40,970.00	-	43,018.50	2033	2034
02/01/2036	40,082.50	-	42,086.63	2034	2035
02/01/2037	39,157.50	-	41,115.38	2035	2036
02/01/2038	38,195.00	-	40,104.75	2036	2037
02/01/2039	37,207.50	-	39,067.88	2037	2038
02/01/2040	41,195.00	-	43,254.75	2038	2039
02/01/2041	39,950.00	-	41,947.50	2039	2040
02/01/2042	38,690.00	-	40,624.50	2040	2041
02/01/2043	37,415.00	-	39,285.75	2041	2042
02/01/2044	41,125.00	-	43,181.25	2042	2043
02/01/2045	39,602.50	-	41,582.63	2043	2044
02/01/2046	38,080.00	-	39,984.00	2044	2045
02/01/2047	36,540.00	-	38,367.00	2045	2046
<b>Total</b>	<b>\$797,039.22</b>	<b>(19,059.22)</b>	<b>\$816,879.00</b>		

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## Attachment 3 – Related Considerations

### Bank Qualification

We understand the City (in combination with any subordinate taxing jurisdictions or debt issued in the City's name by 501(c)3 corporations) anticipates issuing \$10,000,000 or less in tax-exempt debt during this calendar year. Therefore the Bonds will be designated as "bank qualified" obligations pursuant to Federal Tax Law.

### Arbitrage Compliance

The Bonds are expected to qualify for the "small issuer" exemption related to arbitrage rebate.

Other aspects of arbitrage regulations will apply to the investment of bond proceeds and the debt service fund.

The City should become familiar with the various Arbitrage Compliance requirements for this bond issue. The Resolution for the Bonds prepared by Bond Counsel explains the requirements in greater detail.

### Continuing Disclosure

Type: Full

Dissemination Agent: Northland Securities

The requirements for continuing disclosure are governed by SEC Rule 15c2-12. The primary requirements of Rule 15c2-12 actually fall on underwriters. The Rule sets forth due diligence needed prior to the underwriter's purchase of municipal securities. Part of this requirement is obtaining commitment from the issuer to provide continuing disclosure. The document describing the continuing disclosure commitments (the "Undertaking") is contained in the Official Statement that will be prepared to offer the Bonds to investors.

The City has more than \$10,000,000 of outstanding debt and is required to undertake "full" continuing disclosure. Full disclosure requires annual posting of the audit and a separate continuing disclosure report, as well as the reporting of certain "material events." Material events set forth in the Rule, including, but not limited to, bond rating changes, call notices, and issuance of "financial obligations" (such as PFA loans, leases, or bank placements) must be reported within ten business days of occurrence. The report contains annual financial information and operating data that "mirrors" material information presented in the Official Statement. The specific contents of the annual report will be described in the Undertaking that appears in the appendix of the Official Statement. Northland currently serves as dissemination agent for the City, assisting with the annual reporting. The information for the Bonds will be incorporated into our reporting.

### Premiums

In the current market environment, it is likely that the proposed pricing will include premiums. A premium price occurs when the underwriter pays the City an amount in excess of the par amount of a maturity in exchange for a higher coupon (interest rate). The use of premiums reflects the underwriter's view on future market conditions, tax considerations for investors and other factors. Ultimately, the true interest cost calculation ("TIC") will indicate the overall cost to the City, regardless of premium.

A premium price produces additional funds that can be used in several ways:

- The premium means that the City needs less bond proceeds and can reduce the size of the issue by the amount of the premium.

- 
- The premium can be deposited in the Construction Fund and used to pay additional project costs, rather than used to reduce the size of the issue.
  - The premium can be deposited in the Debt Service Fund and used to pay principal and interest.

Northland will work with City staff on the day of pricing to determine use of premium (if any).

**Rating**

A rating will be requested from Moody's Ratings (Moody's). The City's general obligation debt is currently rated "A1" by Moody's. The rating process will include a conference call with the rating analyst. Northland will assist City staff in preparing for and conducting the rating call.

## Attachment 4 - Calendar of Events

November 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Holiday  
 Important Date

Date	Action	Responsible Party
November 7, 2025	General Information Certificate Sent to City	Northland
November 21, 2025	City Returns Completed General Information Certificate to Northland	City
December 1, 2025	Finance Plan and "Trigger" Resolution Sent to City	Northland
December 8, 2025	Review of Finance Plan for 2026A Bonds  Adopt "Trigger" Resolution for Bonds	<b>City Council,</b> Northland
December 10, 2025	Preliminary Official Statement Sent to City for Sign Off and to Moody's	Northland, City Staff
December 15, 2025	City Confirms Project Amounts	City
December 22, 2025	Rating Call Questions Received from Moody's	Moody's
January 6, 2026	Pricing Opinion RFQ Sent to the City	Northland
January 14, 2026	MA Selected for Pricing Opinion	City
January 15, 2026	Rating Call with Moody's	Northland, City, Moody's
January 16, 2026	Awarding Resolution sent to City	Northland, Bond Counsel
January 20, 2026	Rating Received	Northland, City Staff, Moody's
January 22 or 23, 2026	Pre-Pricing Call	Northland, City

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<i>Date</i>	<i>Action</i>	<i>Responsible Party</i>
January 26, 2026	Bond Pricing Awarding Resolution adopted - 5:00 P.M.	<b>City Council Action,</b> Northland, Bond Counsel
February 24, 2026	Closing on the Bonds (Proceeds Available)	Northland, City Staff, Bond Counsel

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## **Attachment 5 - Risk Factors**

**Property Taxes:** Property tax levies shown in this Finance Plan are based on projected debt service and other revenues. Final levies will be set based on the results of sale. Levies should be reviewed annually and adjusted as needed. The debt service levy must be included in the preliminary levy for annual Truth in Taxation hearings. Future Legislative changes in the property tax system, including the imposition of levy limits and changes in calculation of property values, would affect plans for payment of debt service. Delinquent payment of property taxes would reduce revenues available to pay debt service.

**Utility Revenues:** The City pledges the net revenues of the water and sewer utilities to the payment of principal and interest on the Bonds. The failure to adjust rates and charges as needed and the loss of significant customers will affect available net revenues. If the net revenues are insufficient, the City is required to levy property taxes or use other revenues to cover the deficiency. Property taxes can only be used on a temporary basis and may not be an ongoing source of revenue to pay debt service.

**General:** In addition to the risks described above, there are certain general risks associated with the issuance of bonds. These risks include, but are not limited to:

- Failure to comply with covenants in bond resolution.
- Failure to comply with Undertaking for continuing disclosure.
- Failure to comply with IRS regulations, including regulations related to use of the proceeds and arbitrage/rebate. The IRS regulations govern the ability of the City to issue its bonds as tax-exempt securities and failure to comply with the IRS regulations may lead to loss of tax-exemption.

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE CITY OF LA CRESCENT, MINNESOTA

HELD: January 26, 2026

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of La Crescent, Houston and Winona Counties, Minnesota, was duly held at La Crescent Community Building on January 26, 2026, at 5:00 P.M.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION NO. 01-26-04

APPROVING THE AUTHORIZATION FOR THE ISSUANCE OF  
GENERAL OBLIGATION BONDS, SERIES 2026A

A. WHEREAS, the City Council (the "Council") of the City of La Crescent, Minnesota (the "City") hereby finds and declares that it is necessary and expedient for the City to sell and issue its fully registered General Obligation Bonds, Series 2026A in the total aggregate principal amount not to exceed \$5,000,000 (herein, the "Bonds"). The proceeds of the Bonds will be used to finance (i) street reconstruction projects; (ii) utility improvements; and (iii) the acquisition of land for the construction of municipal facilities for the City.

B. WHEREAS, the Council desires to proceed with the sale of the Bonds by direct negotiation with Northland Securities, Inc. (herein, "NSI"). NSI will purchase the Bonds in an arm's-length commercial transaction with the City.

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

1. Authorization. The Mayor and City Administrator are hereby authorized to approve the sale of the Bonds in an aggregate principal amount not to exceed \$5,000,000 and to execute a bond purchase agreement for the purchase of the Bonds with NSI, provided the true interest cost is less than 4.80%.

2. Meeting. Upon approval of the sale of the Bonds by the Mayor and the City Administrator, the Council will take action at a regular or special scheduled meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel.

3. Official Statement. NSI is authorized to prepare an Official Statement related to the sale of the Bonds.

4. Expiration. If the Mayor and City Administrator have not approved the sale of the bonds and executed the related bond purchase agreement by June 30, 2026, this resolution shall expire.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA  
HOUSTON AND WINONA COUNTIES  
CITY OF LA CRESCENT

I, the undersigned, being the duly qualified and acting City Administrator of the City of La Crescent, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council duly called and held on the date therein indicated, insofar as such minutes relate to the authorization for the issuance of General Obligation Bonds, Series 2026A.

WITNESS my hand on January 26, 2026

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City Administrator

#3.3

MEMORANDUM

TO: Honorable Mayor and City Council Members  
FROM: Jason Ludwigson, Sustainability Coordinator  
DATE: January 20<sup>th</sup>, 2026  
SUBJECT: Pine Creek Improvement Project 2025 Report

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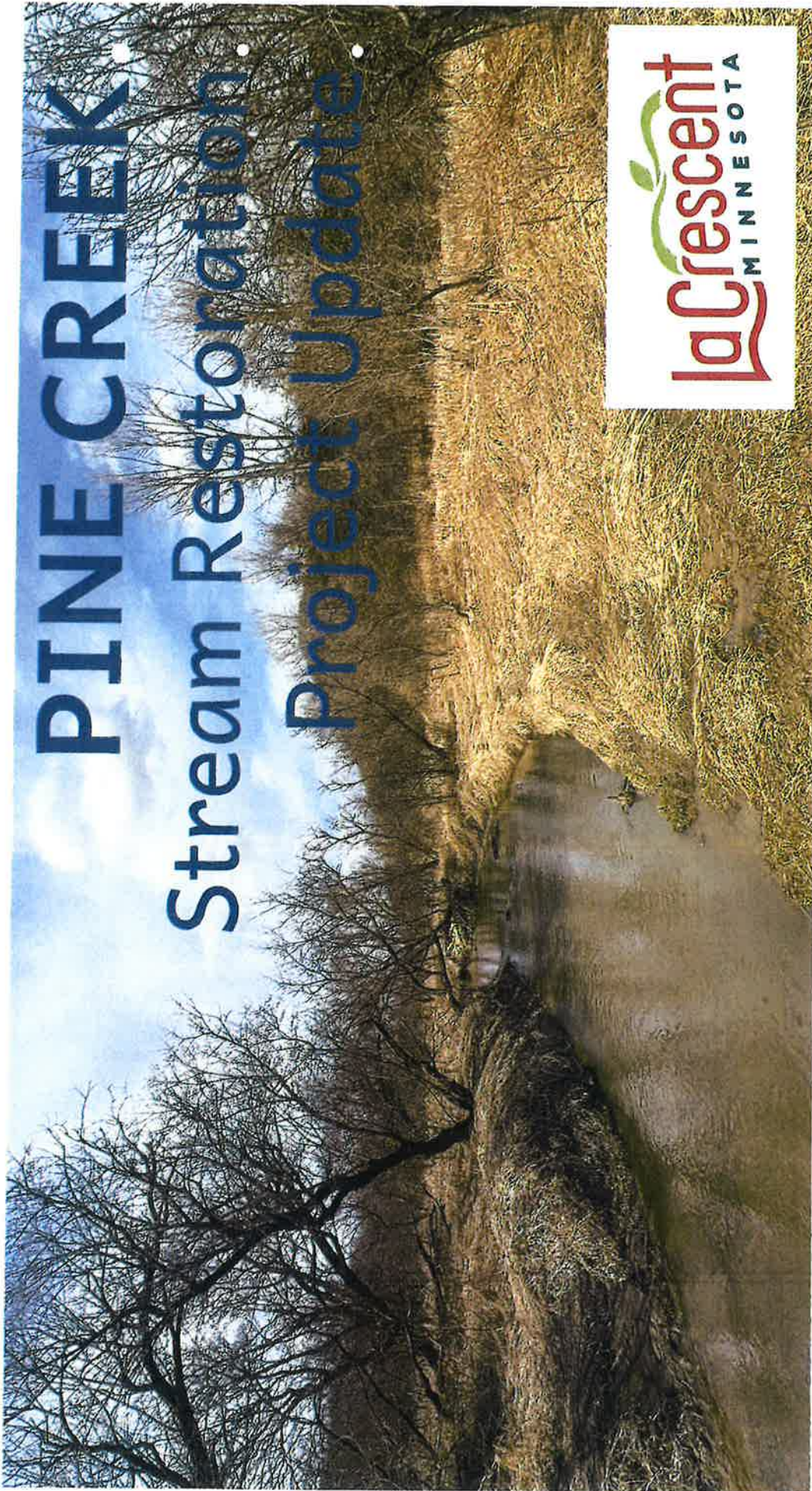
Included in the packet is an updated report on the Pine Creek Stream Restoration Project.

The project provided an opportunity for Jackie Oetter and Maggie Scobel to complete a Bank Erosion Hazard Index study as a part of a service-learning experience. Both Jackie and Maggie were seniors at the University of Wisconsin–La Crosse minoring in Sustainability and Environmental Studies. Jackie and Maggie worked with Steve Herrington from The Nature Conservancy to survey the project area using the Bank Erosion Hazard Index. The pre and post construction BEHI are included in the packet report.

Jason Ludwigson will be in attendance to answer any questions.

# PINE CREEK

## Stream Restoration Project Update



# Need for Pine Creek restoration

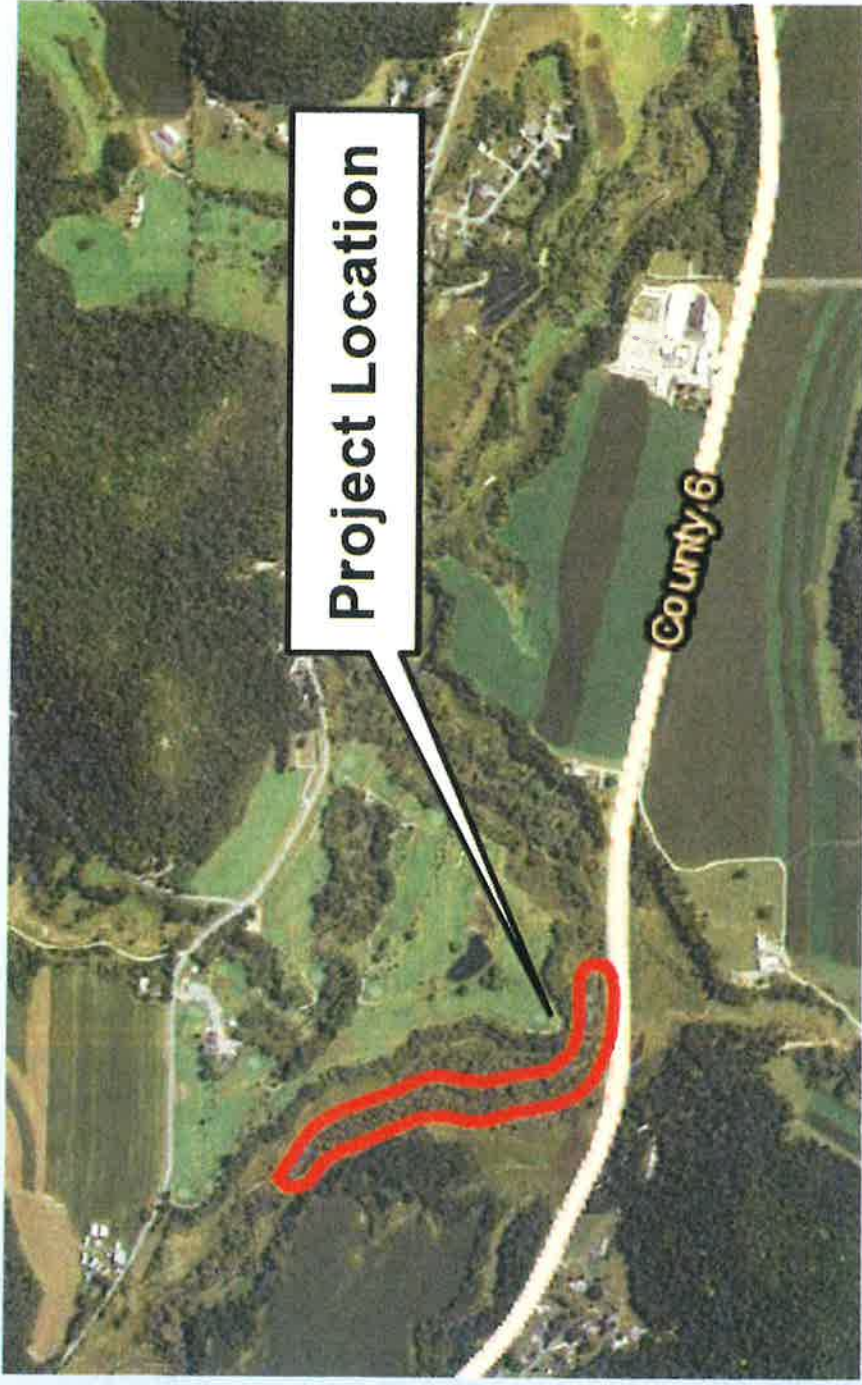
County Rd 6  
realignment  
lost 700 feet of  
stream

2020 stream  
assessment  
found it did  
not meet  
coldwater  
water quality  
standards



# Project Location

Southeast  
edge of Pine  
Creek Golf  
Course



# Project funding

- City received **Conservation Partners Legacy (CPL) Grant** in 2023
  - CPL is funded by the Outdoor Heritage Fund, created by the people of Minnesota--receives 33% of sales tax revenue from the Clean Water, Land, and Legacy amendment
    - Funds “may be spent only to restore, protect, and enhance wetlands, prairies, forest and habitat for fish, game, and wildlife”
- In total, the Minnesota DNR will contribute \$500,000 towards the project.
- Carl and Verna Schmidt Foundation \$25,000 Grant, WinLac Funding \$35,000 - Combined to cover Engineering Costs

# Impacts of Reconstruction

- Improved water quality by lowering sediment, nutrient, and bacteria (i.e., E.coli) levels
- Improved habitat for wildlife including various plants and animals such as coldwater fish, waterfowl, reptiles, and amphibians
- Increased native tree canopy cover
- New access trail for the public to use the area for recreation

# Stream Reconstruction Features

Root wads will be used to stabilize the stream bank and slow water velocity (repurposes fallen trees)



# Stream Reconstruction Features

**Toe wood** will help reshape and stabilize the banks further, as well as provide habitat for trout and other wildlife



# Stream Reconstruction Features

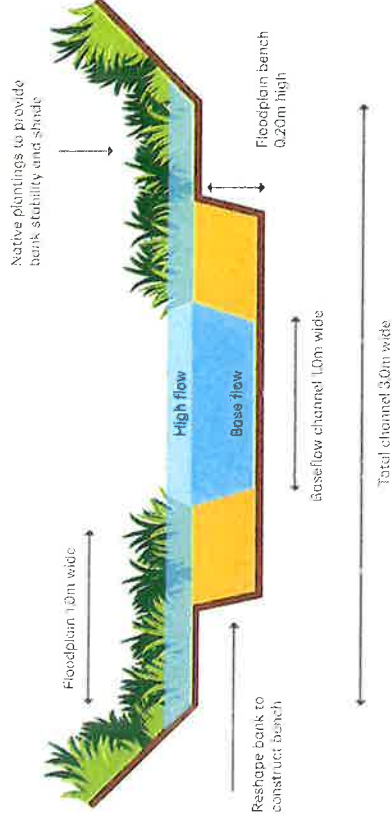
**Rock riffles and boulder clusters will allow for a steady drop in stream grade, increased oxygen levels in water, and more diverse habitats suited for wildlife, especially trout**



# Stream Reconstruction Features

**Floodplain benches** are graded, or shaped, from steep angles to lower, more stable angles, or in some locations a series of steps known as floodplain benches.

**During high stream flows, the lower bank angle and benches will give the stream more room to flow, reducing the forces on the stream banks**

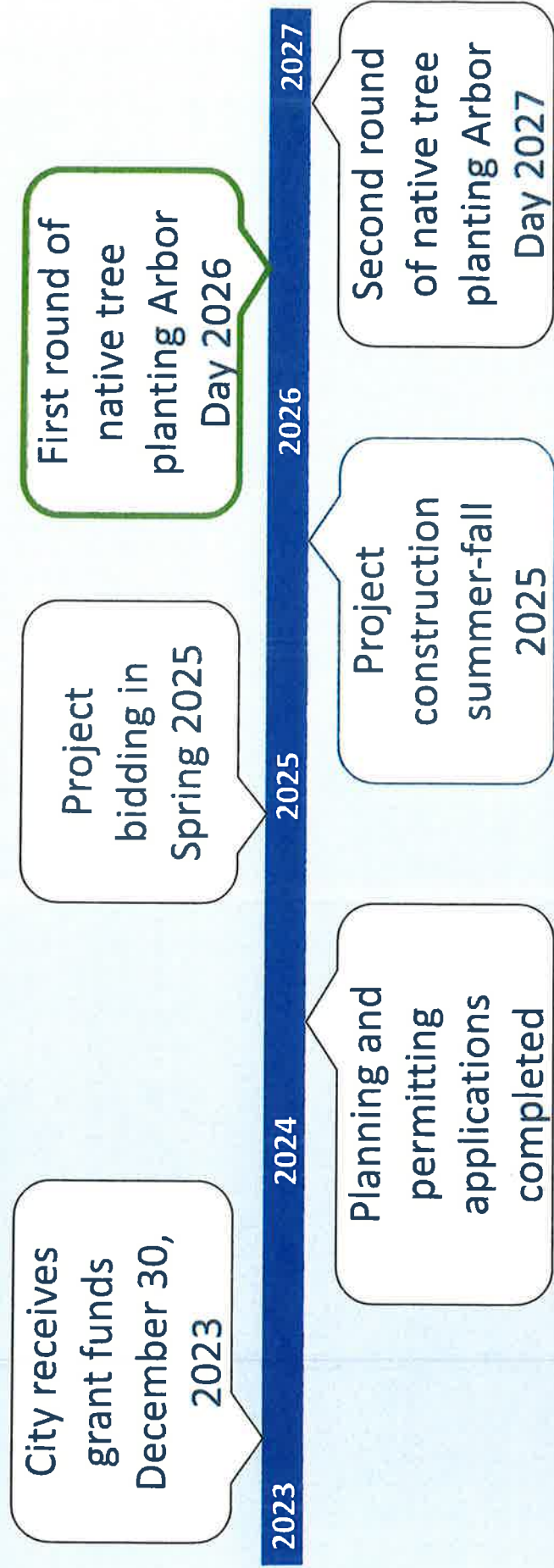


# Stream Reconstruction Features

**Native prairie seeding** will prevent streambank erosion thanks to the deep roots of native plants; it will also expand wildlife habitat and improve water quality by filtering stormwater runoff



# Reconstruction Timeline



# Before Construction BEHI Inventory

The Bank Erosion Hazard Index (BEHI) is a tool originally developed by David Rosgen as a method of assessing the condition of channel banks, and their potential for erosion, as a way to inventory stream bank condition over large areas and prioritize efforts for remedial action.

To the left is the illustration of the BEHI scores before construction.



# After Construction BEHI Inventory

The results of the mid-construction BEHI assessment indicate positive outcomes in the stream restoration project. Comparing the current BEHI values to the pre-construction baseline collected by Jackie Oetterer reveals a dramatic improvement: sections previously categorized between Moderate to Very High have been successfully transitioned to Very Low or Low. This immediate stability is primarily driven by the structural measures implemented, such as bank regrading and toe protection.



# UW-L Service-Learning Experience Student Projects

- [Jackie Oetterer](#)
- [Maggie Scrobel](#)

Good morning,

I just wanted to take this time to thank you for this amazing opportunity to work with the Pine Creek restoration project. I have learned a great deal about erosional studies and working on active conservation construction sites. In this email I have attached my final capstone presentation. It has truly been a pleasure to work with each one of you during the course of this semester. I hope you all have a wonderful holiday season. If you have any questions or comments, please feel free to contact me at my personal email [scrobelm@gmail.com](mailto:scrobelm@gmail.com).

Thank you,  
Maggie Scrobel

Hi All,

As the semester comes to a close, I have finalized the assessment of the BEHI for Pine Creek. Attached are crucial documents: an Excel sheet containing compiled data, scanned raw data from the site, and a color-coded map of adjective ratings. Please note that in the Excel sheet, I applied Megan's equations for improved accuracy, resulting in some discrepancies from the raw data for certain sites. Additionally, I used a GPS coordinate system with low resolution, which did not integrate well with ArcGIS or Adobe Illustrator. Consequently, while the attached map provides a visual reference, it may not accurately reflect site locations due to the limitations of available geographic data.

Please feel free to reach out if you have any questions.

Best regards,

Jackie Oetterer

Personal Email: [jacquelyn.oetterer@gmail.com](mailto:jacquelyn.oetterer@gmail.com)

(Effective after May 17th upon graduation)

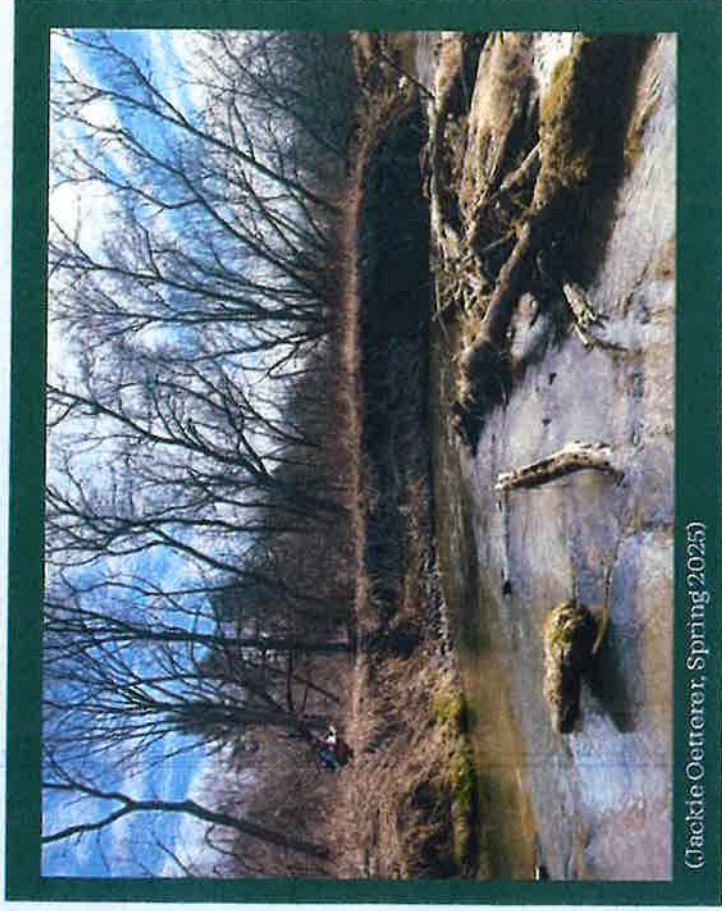
# Pre Construction Photos



# During and Post Construction Photos



## Next Steps: Tree Planting and Vegetation Establishment



# 3.4

MEMORANDUM

TO: Honorable Mayor and City Council Members  
FROM: Jason Ludwigson, Sustainability Coordinator  
DATE: January 22nd, 2026  
SUBJECT: Memo Phase II Stoney Point Restoration Project Contract

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Included for your review is the proposed contract between the City of La Crescent and Natural Resource Preservation, LLC for Phase II of the Forest Habitat Restoration Project in Stoney Point. This project is funded by the Conservation Partners Legacy grant through the Minnesota Department of Natural Resources. The CPL grant amount is \$49,875. I will be in attendance to answer any questions about the contract.



# ECO Proposal 1681-3

Issue Date November 25, 2025

Expires December 25, 2025

### PREPARED BY

**Eric Bergeron**

Native Resource Preservation, LLC

(612) 275-1614

eric.bergeron@nrp.eco

260 Wentworth Ave E Suite 155, West St Paul, MN 55118, USA

### PREPARED FOR

**Jason Ludwigson**

City of La Crescent

(507) 313-9633

jludwigson@cityoflacrescent-mn.gov

Stoney Point Rd, La Crescent, MN 55947, USA

### ECO PROPOSAL DETAILS

#### Stoney Point Road - La Crescent, MN

Stoney Point Rd, La Crescent, MN 55947, USA

Forest Habitat Restoration Project, Phase II

Woodland restoration that includes forestry mowing and cut-stump treatment of woody invasive species.

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Forestry Mowing -2021 CAT 299 D3XHP skid steer with Loftness Battle Axe forestry mower -7 of the 16 acres to be treated starting on the North side and working South.	7 Acres	\$1,276.14	\$8,932.98
Hand Cutting Larger Invasive/Undesirable Trees -includes ground crew clean up of material that the forestry mower couldn't reach and larger trees identified for removal -7 of the 16 acres to be treated starting on the North side and working South.	7 Acres	\$5,151.60	\$36,061.20
<b>TOTAL</b>			<b>\$44,994.18</b>

### Terms and Conditions

Please review our Terms and Conditions prior to signing, found here: <https://www.nativeresourcepreservation.com/terms-and-conditions>

Please review our Notice of Cancellation prior to signing, found here: <https://www.nativeresourcepreservation.com/notice-of-cancellation>

### Billing

Unless otherwise agreed upon, service items are charged individually upon completion. Invoices are due upon receipt. A 5% late charge may be applied after 30 days, at NRP's discretion.

### Project Scheduling

Due to the nature of our work and the unpredictability of weather, scheduling more than 2 weeks in advance is extremely difficult. When feasible, NRP will give clients a 1-2 week window for work, and 24-48 hours notice of a crew being onsite. Notice may be given through either email or phone communication.

### Notice of Recording for Marketing Purposes

NRP may utilize photos, videos, and written descriptions of this project for education and marketing purposes. No identifying material will be used. Please inform your project manager if you wish to opt out.

### Vegetation Removal

NRP cannot remove vegetation that we deem unsafe or at risk of damaging property or utility lines. We also cannot climb trees for removal or trimming.

NRP reserves the right to refuse to remove any material determined to be unsafe or outside the scope of our ability.

### Utility Line Marking

NRP reserves the right to contact Gopher One State and have utility locate inspectors enter the site to mark buried utility lines. We will inform the client ahead of time if this is the case.

NRP may refuse to complete any digging or excavation work if utility locate surveyors are denied access to the property.

**Your business helps in the preservation of our ecological communities, and the protection of our natural resources.  
Thank you.**

**The above specifications, costs, and terms are hereby accepted.**

\_\_\_\_\_  
DATE

DATE

ERIC M BERGERON

DATE

## **Addendum to Agreement**

This Addendum is a continuation of the Agreement dated \_\_\_\_\_, between Native Resource Preservation, LLC (“Contractor”) and City of La Crescent (“Owner”) is hereby stated to include the following:

**Insurance.** Insurance secured by the Contractor shall be issued by insurance companies acceptable to the Owner and admitted in Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess. Such insurance shall be in force on the date of execution of the Contract and shall remain continuously in force for the duration of the Contract. Contractor shall obtain insurance policies from insurance companies having “AM Best” rating of A- (minus). The Contractor shall secure and maintain the following insurance as itemized below:

**Worker’s Compensation Insurance.** Workers Compensation insurance shall meet the statutory obligations with Coverage B – Employers Liability limits of at least \$100,000 each accident, \$500,000 disease – policy limit and \$100,000 disease each employee.

**Commercial General Liability Insurance.** Commercial General Liability insurance shall be at the limits of at least \$2,000,000 each occurrence; 3,000,000 annual aggregate. The policy shall be on an “occurrence” basis, shall include contractual liability coverage and the Owner shall be named an additional insured.

**Commercial Automobile Liability Insurance.** Commercial Automobile Liability insurance covering all owned, non-owned and hired automobiles with limits of at least \$2,000,000 combined single limit for bodily injury and property damage. In addition, the following coverage shall be included: owned, hired and non-owned automobiles.

Acceptance of the insurance by the Owner shall not relieve, limit or decrease the liability of the Contractor. Any policy deductibles or retention shall be the responsibility of the Contractor. The Owner does not represent that the insurance requirements are sufficient to protect the Contractor’s interest or provide adequate coverage. A thirty (30)-day written notice is required if the policy is canceled, not renewed or materially changed or ten (10) days written notice for non-payment of premium. The Contractor shall require any of its subcontractors, if subcontracting is allowable under this Contract, to comply with these provisions.

**Certificate of Insurance.** The Contractor shall, prior to commencing services, deliver to the Owner a Certificate of Insurance as evidence that the above coverage is in full force and effect.

**Independent Contractor.** Nothing contained in this agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Contractor shall at all times remain an independent Contractor with respect to the services to be performed under this contract. Any and all employees of Contractor or other persons engaged in the performance of any work or services required by Contractor under this Contract shall be considered employees or sub-contractors of the Contractor only and not of the Owner; and any and all claims that might arise, including

Worker's Compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the Contractor.

Indemnification. Contractor shall defend, indemnify and save harmless the Owner from any and all claims and causes of action which may be asserted against the Owner on account of any act or omission, or any misfeasance or malfeasance of Contractor or its employees and agents in connection with its performance under this Agreement. Contractor shall defend, indemnify, keep and save harmless the Owner and its representative officers, agents, and employees against any or all suits or claims that may be based upon any injury or damage to persons or property that may occur, or that may be alleged to have occurred, in the course of the performance of this contract by Contractor, or as a result of the performance of this contract by Contractor, whether or not it shall be claimed that the injury was caused through a negligent act or omission of Contractor or his/her employees, and also any claims:

Dispute Resolution. The Parties shall cooperate and use their best efforts to ensure that the various provisions of the Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of this agreement. If disputes cannot be resolved informally by the Parties, the following procedures shall be used:

Whenever there is a failure between the Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The parties shall agree upon a mediator, or if they cannot agree, shall obtain a list of court-approved mediators from the Houston County District Court Administrator and select a mediator by alternately striking names until one remains. The Owner shall strike the first name followed by the Contractor and shall continue in that order until one name remains.

Litigation. If the dispute is not resolved within thirty (30) days after the end of mediation proceedings, the Parties may litigate the matter.

#### General Provisions.

Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

Assignment. The Contractor may not assign this Agreement to any other person unless written consent is obtained from the Owner.

Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

Nondiscrimination. In the hiring of employees to perform work under this Agreement, the Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.

Force Majeure. Neither party shall be liable to the other or deemed in default under this

Agreement, if and to the extent that such party's performance is prevented by reason of Force Majeure, as determined by the Owner.

Notices. All notices and other communications under this Agreement must be in writing and must be given by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

Notice to Owner: City of La Crescent  
Attn: City Administrator  
315 Main Street  
La Crescent, MN 55947

With a copy to: Wieser Law Office, P.C.  
Attn: Al "Skip" Wieser, III  
33 South Walnut Street, Suite 200  
La Crescent, MN 55947

Notice to Contractor: Native Resource Preservation, LLC  
Attn: Eric Bergeron  
260 Wentworth Ave E, Suite 155  
West St. Paul, MN 55118

Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in the County of Houston, State of Minnesota.

Waivers. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

Ownership of Documents. All reports, plans, specifications, data, maps, and other documents produced by the Contractor in the performance of services under this Agreement shall be the property of the Owner.

Government Data. The Contractor agrees to abide by the applicable provisions of the Minnesota Government Data Practice Act, Minnesota Statutes, Chapter 13, HIPAA requirements, and all other applicable state or federal rules, regulations, or orders pertaining to privacy or confidentiality. The Contractor understands that all of the data created, collected, received, stored, used, maintained, or disseminated by the Contractor in performing those functions that the Owner would perform is subject to the requirements of Chapter 13 and the Contractor must comply with those requirements as if it were a government entity. This does not create a duty on the part of the Contractor to provide the public with access to public data if the public data is available from the Owner, except as required by the terms of this Agreement.

Counterparts. This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.

Savings Clause. If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.

*Signatures on Following Pages*

**Native Resource Preservation, LLC**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**City of La Crescent**

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Mikel Poellinger  
Its: Mayor

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Bill Waller  
Its: City Administrator

### **Additional Terms**

1. Paragraphs 6, 7, 8, 10, and 12 of Native Resources Preservation LLC's standard Terms and Conditions are hereby deleted.

#3.5

## WINTER SALT WEEK PROCLAMATION

**WHEREAS**, all the salt applied to La Crescent roadways, parking lots, and sidewalks eventually ends up in our freshwater, polluting lakes, streams, and groundwater; and

**WHEREAS**, chloride contamination is increasing statewide, with measurable impacts on our drinking water; and

**WHEREAS**, even a small amount—just one teaspoon—can pollute five gallons of water to a level that is toxic for aquatic life, and removing salt from water is costly and challenging; and

**WHEREAS**, winter maintenance best practices not only protect our freshwater resources, but also minimize damage to infrastructure and property and reduce harm to aquatic plants and animals while maintaining public safety; and

**WHEREAS**, raising awareness among residents, businesses, and local governments about the responsible use of deicing salt is essential to balancing public safety with environmental stewardship; and

**WHEREAS**, Winter Salt Week serves as an opportunity to educate our communities on smart salting practices, including effective application methods and environmental considerations; and

**WHEREAS**, the residents of La Crescent can make meaningful contributions to salt pollution reduction by learning about smart salting practices, engaging in safe winter driving, and hiring trained service providers; and

**WHEREAS**, the City of La Crescent is committed to promoting winter maintenance strategies that ensure public safety while protecting the health of our freshwater resources for present and future generations; and

**NOW, THEREFORE**, I, Mike Poellinger, Mayor of the City of La Crescent, Minnesota, do hereby proclaim January 26-30, 2026, as:

### “WINTER SALT WEEK”

And urges all residents, businesses, and state departments to take part in activities and initiatives that promote the responsible use of deicing salt and encourage the adoption of winter maintenance strategies which maintain safety while reducing environmental harm.

\_\_\_\_\_  
Mayor Mike Poellinger, City of La Crescent

\_\_\_\_\_  
Date



#3.6

MEMORANDUM

TO: Honorable Mayor and City Council Members  
FROM: Jason Ludwigson, Sustainability Coordinator  
DATE: January 20th, 2026  
SUBJECT: Adoption Agreement with Deloitte Tax

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Attached for review is an Adoption Agreement with Deloitte Tax. Deloitte Tax has contracted with the State of Minnesota to provide tax filing services for Minnesota communities with the elective pay (direct pay) clean energy tax credits. The city has seven projects that shall receive the elective pay (direct pay) clean energy tax credits. The tax credits amount to \$123,758.80. We would like to take advantage of the no-cost services from Deloitte Tax in filing for the tax credits. Deloitte Tax requires signature of the Adoption Agreement to provide these no-cost services. I will be in attendance to answer any questions.

## Adoption Agreement

This adoption agreement (the "**Adoption Agreement**"), dated as of 1/8/26 (the "**Adoption Date**"), is entered into by and between the City of La Crescent, a public body with purposes and powers set forth at Minnesota Statutes chapters 103B and 103D ("**Contracting Entity**"), and Deloitte Tax LLP, a limited liability partnership ("**Deloitte Tax**").

The terms and conditions of the State of Minnesota Professional and Technical Services Contract dated as of September 17, 2024, between the State of Minnesota ("**Minnesota**"), acting through its Commissioner of the Department of Administration and Deloitte Tax (the "**Contract**") are hereby adopted by Contracting Entity and incorporated in this Adoption Agreement as if fully set forth herein, subject to the changes to such terms as specified below to this Adoption Agreement. All capitalized terms used but not defined in this Adoption Agreement shall have the meaning set forth in the Contract.

For purposes of this Adoption Agreement, (i) all references to "State" or "Client" shall mean Contracting Entity; and (ii) all references to "Parties" in the Contract shall mean Contracting Entity and Deloitte Tax. With respect to the scope of services, Exhibit C of the Contract will not apply to this Adoption Agreement and the attached Exhibit A will apply.

Contracting Entity hereby assumes and agrees to observe and perform all of the duties, obligations, terms, provisions and covenants to be observed, performed, paid or discharged from and after the date hereof, in connection with the Contract. Fees and expenses for the Services rendered under this Adoption Agreement will be invoiced to and paid by Minnesota.

For the purposes of this Adoption Agreement only, the provisions of the Contract are amended and modified in accordance with the foregoing. In the event of any conflict between the terms of this Adoption Agreement and the Contract, the terms of the Adoption Agreement shall control with respect to Contracting Entity and Deloitte Tax.

**IN WITNESS WHEREOF**, Contracting Entity and Deloitte Tax have caused this Adoption Agreement to be executed by their duly authorized representatives as of the Adoption Date.

**Deloitte Tax LLP**

**Contracting Entity**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Name:

Title:

Title:

Date:

Date:

## Exhibit A Scope of Services

Deloitte Tax will provide ad hoc tax consulting services (“Services”) related to specific federal, state, or local tax credit and incentive questions. Deloitte Tax will participate in internal discussions on an as-requested basis and advise on specific credits and incentives related tax requirements and considerations, as needed, including but not limited to Domestic Content analysis and compliance, Energy Community analysis and compliance, and additional federal credits provided under the Inflation Reduction Act of 2022 (“IRA”).

In certain situations, Deloitte Tax may summarize our ad hoc advice in a memorandum that is intended for Contracting Entity’s internal use in analyzing its related transactions and investment(s). Such memoranda may outline the proposed steps or tax considerations of the related transaction and summarize the potential tax considerations. All Services will be for the internal use of Contracting Entity to evaluate the tax consequences related to projects and activities.

Contracting Entity agrees and understands that the Services requested from Deloitte Tax may include the issuance of a tax memorandum. In that regard, Deloitte Tax will analyze the facts and circumstances necessary to issue any tax memorandum by reviewing the relevant documents provided by Contracting Entity and will, if appropriate, speak to persons within Contracting Entity who may be knowledgeable about the issues. The tax memorandum is not intended to be a formal opinion of potential tax consequences, and accordingly, it will contain certain conditions, which might include, but would not necessarily be limited to, the following:

“This memorandum is not intended to be a formal opinion of the tax consequences, and accordingly, it may not contain a full description of all the facts or a complete analysis of all relevant tax issues and authorities. The analysis and conclusions contained in this memorandum are based on our understanding of the facts, assumptions, information, and documents referenced herein, as well as current tax laws and published tax authorities in effect as of the date of this memorandum, which are subject to change. If the facts or assumptions described herein are incorrect or change, or the tax laws change, our analysis and conclusions would likewise be subject to change. Deloitte Tax LLP assumes no obligation to update this memorandum for any future changes in tax law, regulations, or other authorities. This memorandum addresses only the specific tax matters and tax consequences discussed herein and no other federal, state, or local tax matters of any kind were considered. This memorandum is solely for Contracting Entity’s benefit and may not be relied upon by any other person or entity.”

Although Deloitte Tax might in certain circumstances provide Contracting Entity with drafts of the tax memorandum before it is finalized, Contracting Entity understands that Contracting Entity may not rely upon any of the analysis, conclusions, or recommendations unless and until the final tax memorandum is issued. Any part of our analysis, including the recommendations or conclusions may change between the time of any draft and the issuance of a final tax memorandum.

The Services under this contract do not anticipate the issuance of any tax opinions. In the event a tax opinion is requested, such services would be provided pursuant to a separate agreement. With respect to such Services, Deloitte Tax is entitled to assume without independent verification the accuracy of all representations, assumptions, information and data provided by Contracting Entity

and its representatives. Deloitte Tax may ask Contracting Entity to clarify or supplement information provided in this context.

The Services may also include setting up technology required to track questions from, collect data, and respond to queries as needed.

#### **CONSENT FOR DISCLOSURE AND USE OF TAX RETURN INFORMATION**

Contracting Entity authorizes that any and all information (i) furnished to Deloitte Tax for or in connection with the Services under this Adoption Agreement, (ii) derived or generated by Deloitte Tax from the information described in (i) above, or (iii) associated with prior years' tax return information in the possession of Deloitte Tax may, for a period of up to eight (8) years from the end of the tax year to which the Services relate, be disclosed to and considered and used by any Deloitte Tax affiliate, related entity (or its affiliate) or subcontractor, in each case, located within the United States, engaged directly or indirectly in providing Services or administrative support under this Adoption Agreement, tax planning or preparation of tax returns, audited financial statements, or other financial statements or financial information as required by a government authority, municipality or regulatory body. Disclosures under this paragraph may consist of all information contained in Contracting Entity's tax returns; if Contracting Entity wishes to request a more limited disclosure of tax return information, Contracting Entity must inform Deloitte Tax. Contracting Entity authorizes and acknowledges that Contracting Entity's tax return information may be disclosed to Deloitte Tax affiliates, related entities (or their affiliates) or subcontractors located within the United States.

#3.7



MEMORANDUM

TO: Mayor, City Council Members  
FROM: Larry Kirch, Community Development Director  
DATE: January 26, 2026  
SUBJECT: 2027 Legislative Citizen Commission on Minnesota Resources (LCCMR)  
Environmental Trust Fund application Root River Trail Project

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Attached is a letter from the Mayor authorizing the submittal of a LCCMR grant application for the Root River Trail extension project. The application is similar to last year's application. The Minnesota LCCMR program covers 75 percent of the costs. The decision on the LCCMR grant is in the summer of 2027. The application seeks funding for the planning, public engagement, environmental review process and preliminary engineering design for the final 18 miles of the Root River Trail from La Crescent to Hokah and Houston. The application seeks final design for the six mile segment between La Crescent and Hokah. The city would also contribute in-kind for several city staff to administer and undertake the project. The program is a reimbursable program.

The application is due by March 18, 2026.

Please let me know if you have any questions.



March 18, 2026

Legislative-Citizen Commission on Minnesota Resources (LCCMR)  
Room 1XX, Centennial Office Building  
658 Cedar Street  
St. Paul, MN 55155

Subject: Completing the Root River State Trail

To the Members of the LCCMR:

The City of La Crescent, Minnesota, on behalf of Houston County and the cities of La Crescent, Hokah and Houston, Minnesota is seeking State LCCMR funding to undertake the process to complete the final 18 miles of the Root River State Trail. The project includes extensive community engagement, environmental and cultural analysis, preliminary engineering design for the 18-mile trail as well as final engineering for six miles of the shared-use trail from La Crescent to Hokah. This project connects these three cities to eight other Southeast Minnesota communities. The trail connects those 11 communities to the La Crosse, Wisconsin metropolitan area and Wisconsin's state trail system.

The City of La Crescent supports this project and authorizes the submittal of a proposal for funding of this project to the LCCMR in response to the 2027 ENRTF Request for Proposal. Originating from a vision established by the legislature in 1971, the project has seen decades of advocacy and planning, with strong local and regional commitment to finalizing the planning, environmental review and design so that the project can secure construction dollars in the future.

The City of La Crescent understands that it must comply with all applicable federal and state laws, environmental requirements, and regulations and any additional conditions stated in the grant agreement and the approved LCCMR work plan. The city understands that grants from the ENRTF are generally paid out on a reimbursement basis and has the financial capability to pay for project expenses prior to seeking reimbursement. The city is also prepared to meet the required 25% match requirement. The City of La Crescent will serve as the fiscal agent for this project. The city certifies that none of its current principals have been convicted of a felony financial crime in the last ten years. Community Development Director, Larry Kirch will serve as the Project Manager and along with the City Administrator are authorized to execute such agreements and work plans as necessary and are authorized to implement the project on behalf of the City of La Crescent.

The city, Houston County and the cities of Hokah and Houston appreciate the opportunity to apply to the LCCMR for funding for this project.

Sincerely,

Mikel Poellinger, Mayor

cc: Bill Waller, City Administrator  
Kara Tarrence, Finance Director  
Larry Kirch, Community Development Director

CITY OF LA CRESCENT  
315 Main Street  
P.O. BOX 142  
La Crescent, MN 55947  
P: (507) 895-2595  
cityoflacrescent-mn.gov

#3.8



TO: Honorable Mayor and City Council Members  
FROM: Tyler Benish, Public Works Director  
DATE: January 8<sup>th</sup>, 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 average single-family home uses about 10,000 gallons per quarter. The proposed increase on 10,000 gallons of water would be \$4.55- \$5.05 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
<b>WATER UTILITY FUND</b>					
<b>TAXES</b>					
601-31010	CURRENT AD VALOREM TAXES	.00	.00	.00	.00
601-31051	METER/MXU REPLACEMENT CHARGE	.00	10	.00	.00
<b>INTERGOVERNMENTAL AID</b>					
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
<b>SPECIAL ASSESSMENTS</b>					
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
<b>WATER SALES REVENUE</b>					
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
<b>OTHER FINANCING SOURCES</b>					
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
<b>WATER UTILITY EXPENSES</b>					
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
<b>SEWER UTILITY FUND</b>					
<b>INTERGOVERNMENTAL AID</b>					
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
<b>SPECIAL ASSESSMENTS</b>					
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
<b>SEWER SALES REVENUE</b>					
602-37160	PENALTIES	5,273	4,945	5,286	4,800
602-37210	SEWER USER FEES - RFSIDENTIAL	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	10,480
<b>CAPITAL CONTRIBUTIONS</b>					
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
<b>SEWER UTILITY EXPENSES</b>					
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	913,580
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-	224,305-
Net Grand Totals:		218,088-	101,745	51,038-	224,305-

**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- commercial	

#3.9



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: January 22, 2026  
RE: City Administrator Search Update

The deadline to submit an application for the City Administrator position was January 16, 2026. The City received 19 applications for the position.

The Personnel Committee will be reviewing and scoring the applications. Finance Director Kara Tarrence will be taking my place in this process.

The names of the finalists will be presented to the City Council at either the February 9 or February 23 City Council meeting. At that time, the City Council will call for a special City Council meeting in March for purposes of conducting interviews. The date for the special meeting in March has not been finalized.

At the meeting in February the City Council may be asked to designate a current City employee as the Interim City Administrator for purposes of completing certain tasks while the selection process is completed.

# 3.10



To: Honorable Mayor and City Council  
From: Kara Tarrence, Finance Director *KLT*  
Re: 2026 Meal Allowance Expense Reimbursement Rates

The Office of the State Auditor recommends that local government entities review expense reimbursement limits and mileage rates each year.

Currently, the City's approved meal allowance expense reimbursement is \$31.00/day. The GSA (U.S. General Services Administration) has set the 2026 meal allowance at \$63.00/day including tax and tip. The GSA rates are determined based on cost of living and historical travel data.

I would suggest that the City Council approve increasing the meal allowance to \$63.00/day to align with the GSA approved 2026 rate.

#3.11

## CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



January 13, 2026

Honorable Mayor and City Council Members

City Administrator Bill Waller

**RE: 5<sup>th</sup> Annual La Crescent Lions "Frozen Apple" Candlelight Trail Hike  
Saturday, February 14, 2026 5:30 PM – 8:00 PM (approximate times)**

The La Crescent Lions Club would like to continue their tradition of hosting candlelight hikes for our community. The club would like to host their 5<sup>th</sup> Annual Frozen Apple Candlelight Trail Hike at Veterans Park and utilizing the Eagle Bluff Access Trail(s).

Requested city services are as follows:

1. Reserve Vets Park and the Eagle Bluff Access rail for Saturday, February 15, 2025.
2. Permission to utilize a UTV on the trail to assist with event setup and take down.
3. City Police Department officers and reserve unit. Assist with traffic control, parking management and barricades at the upper parking lot at Vets Park.
4. City Public Works – Refrain from plowing the Eagle Bluff Access rail for a least a month before the event. Assist with three garbage cans and 3-4 five-gallon pails of sand.

The club appreciates the help and assistance of city staff, city public works and the city police department in bringing these kinds of events to the community.

I do not anticipate any public safety concerns and any potential disruption to traffic, bicycle or pedestrian traffic would be minimal.

I would respectfully request the La Crescent City Council grant permission for the event to proceed.

See attached memo from the La Crescent Lion Club.

Respectfully,

A handwritten signature in black ink, appearing to read "L. Ahlschlager".

Luke Ahlschlager

Chief of Police

**Proposal for the La Crescent Lions Annual “Frozen Apple” Candlelight Trail Hike  
Saturday, February 14, 2026**

Date: January 6, 2026

To: Chief Luke Ahlschlager, Corporal Roth Clark, City Administrator Bill Waller & Public Works Director Tyler Benish

The La Crescent Lions Club would like to hold our Annual “Frozen Apple” Candlelight Trail Hike on Saturday, February 14, 2026. We request the following assistance from the City:

1. Reserve Veterans Park, the upper parking lot, and the Eagle Bluff Access Trail for Saturday, February 14, 2026.
2. Permission to run a UTV on the trail, if needed, to assist with event setup including placement of luminaria, and a firepit on the trail.
3. City Police Department:
  - a. Two (2) Police Reserve officers– to assist in directing traffic and manage parking at Veterans Park from 5pm to approximately 8pm.
  - b. A couple street barricades to restrict parking at the Upper Parking Lot at Veterans Park.
4. City Public Works Crew:
  - a. Please don't plow the Eagle Bluff Access Trail for at least a month before the Hike. When the bobcat is used to clear snow off the trail, it can scrape the surface so smooth that ice forms and makes the trail hazardous. We will use snowshoes in the weeks before the hike to create a walking path. It would be helpful if the crew could clear the blacktop walking path in Veteran Park that leads to the trailhead.
  - b. On Friday, February 13th please place the following items next to Veterans ball field dugout:
    - i. 3 garbage cans
    - ii. 3-4 five-gallon pails of sand (we will use on icy spots if needed)

**DESCRIPTION & BACKGROUND:** Similar to prior years, we will light the Eagle Bluff Access Trail with luminaria starting at the northwest corner of the Veterans Park parking lot. Hiking entrance points will only be at Veterans Park trailhead and the Park Street area. The distance out and back for the lighted trail will be less than a mile. We will set up two warming stations (#1 at the trailhead, #2 at the turn-around point). Lions volunteers will monitor the trail and warming stations throughout the event. Setup will occur Saturday afternoon. The hike itself will run from sunset at approximately 5:30pm to approximately 8pm. There will be no admission charged, but donations will be accepted.

The event will be postponed/canceled if conditions are dangerously cold or icy with notice posted on Facebook. We will promote the event to encourage local families to attend, as well as inviting hiking enthusiasts from outside La Crescent. The Lions will be checking in with the businesses near the park to make them aware of our plans.

If you have any questions, we would be happy to talk further. We appreciate your help in bringing this event to our community.

Thank you for your consideration.

La Crescent Lions Club Project Chairs: Teresa O'Donnell-Ebner and Dan Krage

#3.12



## CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



January 9, 2026

Honorable Mayor and City Council Members

City Administrator Bill Waller

**RE: Crucifixion School Mardi Gras Event**

The Crucifixion School is organizing its annual Mardi Gras Event on **Monday, February, 2026**, from **12:00 PM to 6:00 PM** in the school auditorium. This event serves as a significant community gathering and is the primary annual fundraiser for the school's Parent-Teacher Organization (PTO).

As part of the festivities, the school is seeking donations to enhance the event's offerings. They have specifically reached out to the La Crescent Police Department, hoping we would consider contributing a unique prize: a "Ride to School" with a police officer. The prize would include a certificate, to be created and provided for the event, detailing the arrangement. The winner would subsequently coordinate with the police department to schedule the ride.

This initiative supports a valued community event while fostering positive connections between the department and the youth and broader community of La Crescent. I respectfully seek your permission to participate in this capacity and offer the proposed donation to the event.

Thank you for your time and thoughtful consideration of this request.

Respectfully,

# 3.13



TO: Honorable Mayor and City Council Members  
FROM: Tyler Benish, Public Works Director  
DATE: January 22<sup>nd</sup>, 2026  
RE: Polling place accessibility grant agreement

The City of La Crescent was awarded a polling place accessibility grant from the State of Minnesota for a push button activated door opener at the La Crescent Community Arena, the Arena is the polling place for two precincts. The grant award is for \$2,659.61, 49% of the project. The total project cost is \$5,390. The grant amount is prorated based on the number of approved applications. The project will be completed prior to the 2026 election. The award letter and grant agreement are attached.

We suggest the City Council approve the grant agreement, authorize the City Administrator and Mayor to sign the grant agreement and authorize \$2730.39 from the Capital Outlay – buildings and structures in the 2026 general fund budget to be used to match the grant funds.

# 2025 Polling Place Accessibility Grant

## Grant Award Letter

Jurisdiction: City of La Crescent

Home County: Houston County

The 2025 Polling Place Accessibility Grant application submitted by City of La Crescent has been reviewed and approved for a grant award in the amount of \$2,659.61 to implement the first priority project(s) outlined in the project proposal.

Applications for first priority categories exceeded the total grant funds appropriated by the legislature (\$500,000.00). Therefore, all first priority grant awards have been pro-rated, and no second priority grant applications were approved.

Grant contracts are being prepared and will be sent for signature via email over the next few weeks.

In some instances, adjustments were made to the award amount following a review of the eligible expenses in the application. If that applies to your jurisdiction, those adjustments will be listed below.

- N/a

Wolid Ahmed

12/15/2025

State Program Administrator  
Office of the Minnesota Secretary of State

Date

*\*Jurisdiction information, award amount, and digital signatures reflected on this Grant award form were transposed from the approved application document. Timestamps of these signatures can be found within the application in Foundant that specify the name and date of the signatory.*

**STATE OF MINNESOTA  
2025 POLLING PLACE ACCESSIBILITY GRANT PROGRAM AGREEMENT**

This Agreement (hereinafter "Agreement") is made between the State of Minnesota, (hereinafter, "State", or "Grantor") acting through its Secretary of State, Veterans Service Building, Suite 210, 20 W 12<sup>th</sup> Street, Saint Paul, MN 55155 ("State") and City of La Crescent, 315 Main Street La Crescent, MN 55947 ("Grantee").

**Recitals**

- 1 Under Minnesota Laws 2023, Chapter 62, Article 1, section 6, Grantor is authorized to distribute funds to counties and municipalities to improve access to polling places for individuals with disabilities and to provide the same opportunity for access and participation in the electoral process, including privacy and independence, to voters with disabilities as that which exists for voters with no disabilities. Funds may be used to purchase equipment or to make capital improvements to government-owned facilities. Grantee is a county or municipality in the State and thus empowered to apply for the funds requested in this Agreement. Grantee submitted a grant application and State is empowered to enter into this grant.
- 2 Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of State and in accordance with all federal and state laws authorizing this grant. Pursuant to Minn.Stat. §16B.98, Subd.1, Grantee agrees to minimize administrative costs as a condition of this grant.
- 3 Grantee is responsible for the administration of elections in the area under their jurisdiction.

**Agreement**

**1 Effectiveness of Agreement**

- 1.1 **Effective date:** December 1, 2025, or the date all required signatures, including those required by Minnesota Statutes, § 16B.98, Subd. 5, have been affixed to the agreement by Grantee and State, whichever is later. Grantee agrees to apply for reimbursement of costs only for those costs identified in the grant application ("Approved Expenses"), attached here as Exhibit A. Per Minnesota Statutes §16B.98 Subd. 7, no payments will be made to Grantee until this Agreement is fully approved and executed; Grantee has been notified by State's Authorized Representative that they are in compliance with the terms of this Agreement; and Grantee submits appropriate documentation of the expenses incurred in furtherance of the Approved Expenses.
- 1.2 **Expiration date:** June 30, 2027, or until all funds have been expended, whichever is later.
- 1.3 **Survival of Terms.** The following clauses survive the fulfillment of this Agreement: 2.5. Reporting Requirements; 4. Consideration and Payment; 8. Liability; 9. Audits and Reports; 10. Government Data Practices; 12. Property and Casualty Insurance; 13. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.

**2 Grantee's Duties**

- 2.1 **Activities.** Grantee, who is not a state employee, will comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1) and will apply for reimbursement of funds only for expenses in furtherance of the Approved Expenses, which are set forth in Exhibit A of this Agreement. The Chief Election Official of Grantee is responsible for fulfilling all requirements of Grantee under this agreement.
- 2.2 **Award.** Grantee is hereby allocated up to \$2,659.61 for reimbursement of expenses in furtherance of the Approved Expenses.

**2.3 Expenditures.** Grantee will apply for reimbursement only for expenses in furtherance of the Approved Expenses. Expenses must be incurred no later than October 31, 2026.

**2.5 Reporting Requirements.** Grantee shall report to the State's Authorized Representative as specified in this Agreement.

**2.5.1 Reimbursement.** Grantee shall submit receipts and invoices in the format determined by the State that show the amounts paid for the expenses for which they are requesting reimbursement and the specific goods and services purchased, which shall be in furtherance of the Approved Expenses. Grantee shall submit with those receipts and invoices a sworn statement attesting to the specific Approved Expenses to which the receipts and invoices relate. Reimbursement requests must be submitted within 60 days after the final project expenses are incurred, but no later than December 30, 2026.

**2.5.2 Other Requirements.** Grantee must maintain financial records for each grant as outlined in Section 2.6 and must transmit those records to the secretary of state within two business days upon request of the secretary of state.

**2.5.3 Evaluation.** State shall have the authority to conduct any evaluation of the performance of Grantee that the State deems necessary in its sole discretion, including, but not limited to, site visits, interviews with grantee program staff, and obtaining and reviewing all documentation related to the grant.

**2.5.4 Requirement Changes.** State may modify or change all reporting forms at their discretion.

**2.6 Accounting Requirements - Fiscal Control and Accounting Procedures.** Grantee's fiscal control and accounting procedures must be sufficient to:

- a) Permit preparation of reports required by this Agreement,
- b) Permit the tracing of funds to a level of expenditures adequate to determine that funds have not been used in violation of this agreement, and
- c) Support accounting records through source documents, such as: cancelled checks, invoices and paid bills, agreement and sub award documents, and records sufficient to detail history of procurements.

### **3 Time**

Grantee must comply with all the time requirements described in this Agreement.

### **4 Consideration and Payment**

**4.1 Consideration.** The State will make an award to Grantee under this Agreement as follows:

- (1) **Grant Award.** Grantee will be awarded the amount listed in paragraph 2.2 of this Agreement.
- (2) **Total Obligation.** The total obligation of State to Grantee under this Agreement will not exceed the amount listed in paragraph 2.2 of this Agreement.

**4.2 Fiscal Requirements.** Grantee shall report to the State as provided by paragraph 2.5 of this Agreement.

**4.2.1 Financial Guidelines.** Grantee's eligible expenditures under this Agreement must be specifically incurred by Grantee. Grantee will report on all expenditures pertaining to this Agreement as provided in paragraph 2.5.

**4.2.2 Records.** Grantee must retain all financial records for a minimum of six (6) years after all funds have been expended, or until completion of an audit which has commenced before the expiration of this six-year period, or until any audit findings and/or recommendations from prior audit(s) have been

resolved between the Grantee and State, whichever is later, and comply with all other retention and access requirements for records provided in the jurisdiction's retention schedules. In addition, Grantee must maintain records sufficient to report expenditures made during the term of this Agreement upon request of the State.

**4.3 Payment Invoices.** State will reimburse expenses that have been documented in accordance with Section 2 in furtherance of the Approved Expenses to an account of Grantee within 30 days after the state receives and approves the reimbursement.

**4.4 Conditions.** Grantee is responsible for compliance with all requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by Grantee's failure to comply with statutory or Agreement requirements.

## **5 Satisfaction**

All duties required of and agreements or assurances provided by Grantee in this Agreement must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

## **6 Authorized Representative**

State's Authorized Representative is Paul Linnell, Director of Elections, Veterans Service Building, Suite 210, 20 W 12th Street, Saint Paul, MN 55155, 651-556-0647, or his successor, and has the responsibility to monitor Grantee's performance and compliance with this Agreement.

Grantee's Authorized Representative is Tyler Benish, Public Works Director, 315 Main Street La Crescent, MN 55947, or their successor.

Grantee must be registered as a vendor in the SWIFT system, or must provide a W-9 form with this executed agreement, in order for State to register Grantee in the SWIFT system.

If Grantee's Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, Grantee must immediately notify the State.

## **7 Assignment Amendments, Waiver, and Agreement Complete**

**7.1 Assignment.** Grantee shall neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of State, approved by the same parties who executed and approved this Agreement, or their successors in office.

**7.2 Amendments.** Any amendments to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

**7.3 Waiver.** If State fails to enforce any provision of this Agreement, that failure does not waive the provision or State's right to enforce it.

**7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

## **8 Liability**

Grantee must indemnify, save, and hold State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by State, arising from the expenditures of the funds provided by

this Agreement by Grantee or Grantee's agents or employees. Grantee agrees to hold State harmless and to pay any fines or penalties, should the expenditures of Grantee be found to be improper in an audit of any kind.

**9 *Audits and Reports***

Under Minnesota Statutes, § 16C.05, subd. 5, and 16B.98, subd. 8, Grantee's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the expenditure of all funds provided under this Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. In addition, Grantee must report expenditures made during the term of this Agreement upon request of the State, and must make the reports described in this agreement stating expenditures during the current or most recently ended periods as directed by State.

**10 *Government Data Practices***

Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of Minnesota Statutes, § 13.08 apply to the release of the data referred to in this clause by either Grantee or State.

**11 *Workers' Compensation***

Grantee certifies that it is in compliance with Minnesota Statutes, § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

**12 *Property and Casualty Insurance***

Grantee is required to maintain a property and casualty insurance policy covering "All Risk" (or equivalent) of direct physical loss or damage, including, but not limited to, the perils of transit (if applicable), theft, and flood for devices or systems acquired using funds provided under the Agreement. The insurance limit shall be equal to the replacement cost of any equipment purchased with funds from this Agreement. Any deductible shall be the sole responsibility of Grantee.

**13 *Governing Law, Jurisdiction, and Venue***

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**14 *Data Disclosure***

Under Minnesota Statutes, § 270.66, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

**15 *Termination.***

State may immediately terminate this Agreement with or without cause, upon 30 days' written notice to Grantee. Grantee may terminate this agreement upon 30 days written notice to State. Reporting requirements will continue as necessary to complete reporting for the reimbursements requested or paid prior to the

termination of the Agreement.

**16 Grantee Procurement**

Grantee certifies that it will use the procurement processes applicable in Grantee's jurisdiction in purchasing items or equipment with funds subject to this Agreement.

**1. ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minnesota Statutes, §§ 16A.15 and 16C.05.*

Signed: Jennifer Keen

Date: 11/9/2026

Agreement No. 281667 / PO 54109

**3. STATE (Office of the Secretary of State)**

By: \_\_\_\_\_  
(with delegated authority)

Title: Director of Elections

Date: \_\_\_\_\_

**2. GRANTEE (Local Jurisdiction)**

*Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable resolutions or ordinances.*

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: Grantee  
State's Authorized Representative

# Polling Place Accessibility Grant Proposal Form

Organization	City of La Crescent
--------------	---------------------

## Project Description

The La Crescent community Arena is the polling place for 2 of 4 precincts in the City of La Crescent. The main entrance of the community Arena does not have an automatic opener. We would install an automatic opener with push buttons to operate the main entrance door. This would eliminate a barrier for voters that may have a disability or for others that have limited mobility.

## Project Timeline

- Day 0: Grant agreement executed
- Day 1: Sign proposals with contractors
- Day 30: Install ADA automatic Door opener
- Day 31: Install wiring and conduit to power door opener
- Day 31: Project completed prior to 2026 general election

## This Project Addresses the Grant Priority By...

The proposed project (item #1) will address the concerns from members of the community by allowing easier access to the polling location, the current building is used by multiple precincts. Election judges have relayed messages they have received while operating the polling place about the weight of the doors and the effort required to open the door. An automatic opener would eliminate the concern of individuals that may feel restricted while entering polling place.

## Estimated Budget

Item	Item Descriptions (materials, known project fees, labor cost estimates)	Estimated Costs
1	Automatic door opener, door installation labor, Electrical labor and materials	\$5390
		\$
	Estimated total cost	\$ 5390

a

## Quote

### LA CROSSE

GLASS & OVERHEAD

S'NCE DOOR CO.

604 South 3rd Street  
La Crosse, WI 54601  
Phone: (608) 782-7620

Proposal Number
p11149
I
oposa Date 9/23/2025
Salesperson Zach W

Bill To: City of La Crescent  
315 Main Street  
La Crescent, MN 55947  
(507) 895-2595

La Crescent Community Arena  
520 S 14th St  
  
La Crescent MN 55947

Customer Job No	Customer PO	Payment Terms	Due Date	
		Net 30 Days	10/23/2025	
Quantity	U/M	Description	Rate/Unit	Price

Customer Job No

Quantity	Description	Rate/Unit
	Install automatic door operator at the exterior entrance, complete with surface-mounted push button actuators.	
1.00	EA Norton 6031 x689 Automatic operator	
2.00	EA Stanley AEW CE-635-BSM Handicap Door 4-1/2" Push Pad Surface Box Wireless	

- 2.00 EA Stanley 10TD900PB Magic Force Transmitter 900 Freq.
- 1.00 EA Stanley Magic Force IORD900 Receiver 900 Freq.

Subtotal \$ 4590.30

Items not included: \_\_\_\_\_

1. Power to operators. Must be wired by a licensed electrician.

Total Due \$ 4,590.30

2. Integration into the access control system must be wired by security provider.

TERMS AND CONDITIONS: Our quotation is subject to the following terms and conditions: Acceptance of this quotation by Customer will be acceptance of all terms and conditions as follows and will supersede any conflicting term in any other contract document. Customer's agreement will be evidenced by Customer's signature permitting La Crosse Glass Co. Inc. to commence project work. La Crosse Glass Co. will not commence work until proposal is signed and accepted.

**CREDIT/ PAYMENT TERMS:**

1. RETAINAGE: No retainage is to be held on material invoices.

2. PROJECT START: No materials will be ordered, manufactured or supplied until a valid purchase order or prepayment is received.

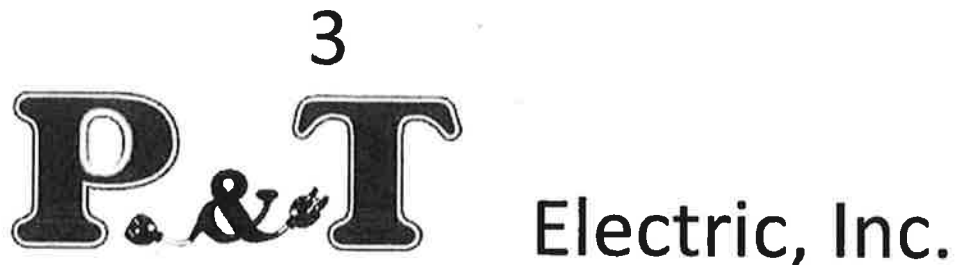
3. INVOICES: All invoices are due within 30 days. Service charges may be applied to invoices over 30 days.

The undersigned accepts the terms and conditions herein and agrees to incorporate same into any Contract arising from this Quote.

SIGNED BY \_\_\_\_\_

DATE \_\_\_\_\_

NAME/COMPANYPO # \_\_\_\_\_



1122 S. Oak Street • La Crescent, MN 55947 • (507) 895-8585 •  
[www.ptelectricinc.net](http://www.ptelectricinc.net)

10/7/2025

To: City of La Crescent  
Tyler Benish  
517 South Chestnut Street  
La Crescent, MN  
608-322-6593  
tbenish@cityoflacrescent-mn.gov

Project: Hockey Arena Door Operator

1. Extend existing ATM circuit for new door operator
2. Provide surface mounted conduit to feed power to door operator
3. Door operator must be in place and tested by others prior to our arrival
4. Permit and inspection fee included
5. This is a budget number and is to be billed time and material
6. Work to be schedule once contract is signed and returned

We Propose hereby to furnish material and labor - complete in accordance with above specifications for the sum of: eighthundred dollars

BudgetPriees800.OO

AuthorizedS/gnature:



Note: This proposal may be withdrawn by us if not accepted within 30 days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal:

The above prices, specification sand conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_

Date of Acceptance:

\_\_\_\_\_

#6.1



# Minnesota Gold Leaf

December 30, 2025

Jason Ludwigson  
City of La Crescent  
315 Main St.  
PO Box 142  
La Crescent, MN 55947

**RE: 2025 Gold Leaf Challenge Actions**

Dear Jason,

Congratulations to the City of La Crescent for accomplishing 3 additional Gold Leaf Challenge actions in 2025! This work is important to preparing the city of a changing climate and addressing the impacts that climate change has had and will continue to have across the community.

Please find enclosed the 3 action recognition leaves to continuing growing your Gold Leaf Challenge tree award!

- CC4 – Student Internship (2025)
- CC6 – Community Science (2025)
- CC6 – Community Science (2025)

You can find additional information and resources related to the Gold Leaf Challenge website. Please contact me with any questions or concerns.

Sincerely,

Kristin Mroz  
GreenStep Cities & Tribal Nations Coordinator  
Minnesota Pollution Control Agency  
[Kristin.mroz-risse@state.mn.us](mailto:Kristin.mroz-risse@state.mn.us) | 651.757.293

[www.mngoldleaf.org](http://www.mngoldleaf.org)



#6.2



**La Crosse County Convention & Visitors Bureau  
Board Meeting  
Explore La Crosse Office  
123 7<sup>th</sup> Street South  
Tuesday, January 20, 2026  
8:00 a.m.  
WiFi  
GuestLax21!**

Board of Directors: Jen Burch, Chair; Pete Boese, Vice Chair; Chris Roderique, Treasurer; Ryan Johnson, Secretary; Dave Ring, Pat Stephens, Nathan Franklin, Patrick Barlow, Mike Mielke, Barb Janssen, Cherryl Jostad, Dan Wick, Kalynn Kruger, Jay Patel, Ashley Santolin, Dan Kapanke, Kapena Faitau, Brody Meier, David Pierce, Austin Wells, Stephanie Pope, Shamawyah Curtis & Shawwna Bortz

**Ad Hoc:** Kathleen Pielhop (DMI), Lauren Harris (La Crosse Chamber), Elizabeth Poh (La Crosse Center), Debbie Hosch (La Crescent Area Event Center), Vicki Markussen (LADCO), Michelle Hoskins (La Crescent Area Chamber & Tourism)

**Executive Director:** A.J. Frels

**Vision Statement:**

*A destination that inspires exploration and elevates celebrations.*

**Mission Statement:**

*Explore La Crosse strives to create a thriving and inclusive community where tourism enriches lives and uplifts all who visit or call this region home.*

**AGENDA**

**1. Call to Order**

**2. Consent Items**

**a. Board Minutes**

November 2026

**b. Financial Committee**

Minutes

December 2025

January 2026

Statements

November 2025  
December 2025

3. **Executive Director's Report** – A.J. Frels
4. **Municipality Updates**
5. **Community Partners Update**
  - a. DMI – Chad Honycutt or Kathleen Pielhop
  - b. La Crescent Chamber - Michelle Hoskins
  - c. La Crosse Chamber – Lauren Harris
  - d. LADCO – Vicki Markussen
6. **Event Center Updates**
  - a. La Crescent Area Event Center – Debbie Hosch
  - b. La Crosse Center – Elizabeth Poh
  - c. Omni Center – Dan Wick
7. **Committees**
  - a. Membership & Grants - Pat Stephens
  - b. Conventions/Sales – Jen Burch
  - c. Marketing/Media - Jay Patel
  - d. Belonging and Mattering Committee – Jen Burch or A.J.
8. **Old Business**
  - a. Board Retreat – February 6
  - b. Placer ai
9. **New Business**
  - a. River Cam
  - b. Sales Committee
  - c. LSE Air Service Work Group Update
  - d. Open Discussion
10. **Adjournment**

The Next Board Meeting is scheduled for February 17, starting at 8:00 a.m., at the LCCVB Office, 123 7<sup>th</sup> Street South, La Crosse.

**Celebrating Staff Birthdays**

Iris Dishno 01-04

**Explore La Crosse Employment Anniversaries**

Ben Morgan 1/3/2018 – 8 years of service

Jeremiah Burish 2/11/2013 – 13 years of service

explore  
**LA CROSSE**

LA CROSSE COUNTY CONVENTION & VISITORS BUREAU

**BOARD MEETING**

November 18, 2025– 8:00 a.m.

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**Board Members:**

**Present:** Jen Burch, Pete Boese, Ashley Santolin, Barb Janssen, Patrick Barlow, Pat Stephens, Brody Meier, Kapena Faitau, Kalynn Krueger, Chris Roderique, Ryan Johnson, Cheryl Jostad, Austin Wells, Nathan Franklin, Nadia Turner, David Pierce, Jay Patel

**Excused:** Dave Ring, Stephanie Pope, Kathleen Pielhop, Debbie Hosch, Jay Odegaard, Vicki Markussen, Elizabeth Poh, Lauren Harris

**Absent:** Mike Mielke, Dan Wick, Dan Kapanke, Shamawyah Curtis, Shawwna Bortz

**Others Present:** Executive Director: A.J. Frels, Director of Finance & Human Resources: Michelle Hoch

**PROCEEDINGS:**

J. Burch brought the meeting to order at 8:00 a.m.

Vision, Mission and Values

**Consent Items:**

**MOTION:** to approve the Board minutes-October 2025, Finance November 2025 Minutes, Statements October 2025, and Community Updates. (P. Stephens, B. Meier) Carried.

**Foundation**

Articles of Incorporation & By-Laws: the board reviewed the most recent documents with the corrections made from the previous board meeting in October.

**MOTION:** to accept Articles of Incorporation of Explore La Crosse Regional Foundation with discussed changes.

(C. Roderique, B. Meier) Abstain; B. Janssen) Carried.

**MOTION:** to accept the Explore La Crosse Regional Foundation By-Laws with discussed changes and proceed with the next steps to establish the foundation. (C. Roderique, B. Meier) Abstain; B. Janssen. Carried.

**EXECUTIVE DIRECTOR REPORT:**

- AJ attended the City of La Crosse Room Tax Commission on October 23<sup>rd</sup>. The commission accepted the budget, and will now move forward to the City Council. The Commission also requested that the Finance Department look into the cost of conducting a room tax collection audit and report back to the Commission on that cost.

-The new Trolley Express is off and running. The ticket sales are going great. To date, we have sold over 40 tickets.

-The Fall Tourism Conference was recently held in Madison. Those attending from the Explore La Crosse team were AJ, Haleigh, Carey, Kaytlin, and Emily. There were some outstanding breakout sessions.

-AJ, Haleigh, and Carey presented on Explore La Crosse at UWL for their new staff members. It was an opportunity to introduce them to Explore La Crosse, and learn a bit about the La Crosse region.

-AJ attended the Minnesota Tourism Board retreat on November 14<sup>th</sup> in Fridley, MN.

-A reminder that the Holiday Train will be making a stop at the La Crosse Amtrak Depot on December 11<sup>th</sup>. We hope you can join us to support this event.

-AJ met with Rebecca Glewen and Lexie Boynton of Trempealeau County to discuss how we could work together. As a follow-to the meeting, Lexie stopped by the Explore La Crosse office to meet and spend some time with the team.

-Emily Johnson has accepted the Tourism Manager position. We are happy to have her as part of the team.

-On November 11, the Sales Department, Haleigh and AJ had the opportunity to meet with Geronimo Hospitality, the new owners of The Charmant.

-AJ has been working on the streetlight banner project for 2026. Haleigh is working on mockups, and those will be available soon.

-On November 4<sup>th</sup>, AJ extended an invite to Dr. Tanner Knorr from UWL, who is the new Assistant Professor

in the Tourism and Event Management Program. Tanner stopped by the office on November 17<sup>th</sup> to meet the Explore La Crosse team.

**COMMITTEE REPORTS:**

**Membership** - Reports were distributed. Revenue for October 2025 was \$8,110.00 budgeted for \$9,000.00

**Grants**- Reports were distributed. Thus far, \$69,250 has been awarded in grants. Next meeting scheduled Membership & Grants is on December 18<sup>th</sup>.

**Convention/Sales**- The recent meeting will be held this Thursday at the Pump House.

**Marketing/Media**-The marketing department is working on the Winter JEM campaign, over 6000 entries have been received thus far on the Rotary Lights Sweepstake.

**Belonging and Mattering Committee**-the new class started last year, and is currently the largest attended to date.

**OLD BUSINESS:**

-Placer Ai- AJ will be meeting next week with Placer AI to discuss the subscription costs, and while our request is to have a shared account with the La Crosse Center and the Omni Center, the pricing won't work if each organization is required to pay individually.

-Holiday Gathering Date: We will meet on December 16<sup>th</sup> from 5-7pm at the Pump House, with a short program at 5:30pm. We hope you can join us.

**NEW BUSINESS:**

- 2026 Committees & Meeting Schedule-the updated committee roster and meeting schedule has been included in the packet.

-2025 Board Attendance Review-report attached to show monthly attendance history of board members this year.

-Outgoing Board Members-Nathan Franklin and Ashley Santolin will be transitioning from board members to advisory members in 2026

**Meeting adjourned at 8:54am**

Next Board Meeting: January 20 at 8:00am.

Respectfully submitted, Michelle Hoch



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## How much energy did ecobee save you in 2025?

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From ecobee <news@eml.ecobee.com>

Date Thu 1/15/2026 12:34 PM

To Jason Ludwigson <jludwigson@cityoflacscent-mn.gov>



Hey Jason,

Congratulations on a planet-positive year! With your ecobee smart thermostat you proved that comfort does not need to be sacrificed to create a sustainable future.

Take a look at the numbers below and celebrate all the progress that's been made in a year's time.

# 2025 Energy Savings: 42.75%\*

\*Compared to a set temperature of 72°F .

That's the same savings as  
greenhouse gas emissions  
(CO<sub>2</sub>e) from...



**19.5k gal**  
of gas consumed.



**19.2k lb**  
of coal burned.



**2.1M**  
smartphones charged.



**43.6k**  
miles driven.



**738 bags**  
of recycled trash.\*\*\*



**21.2 acres**  
of forest capturing carbon.

**Total ecobee savings:  
2,684,757  
tons of CO<sub>2</sub>e\*\***

\*\*Energy savings measured as metric tons of CO<sub>2</sub>e (Carbon Dioxide Equivalent), which represents the number of metric tons of CO<sub>2</sub> emissions with the same global warming potential as one metric ton of another greenhouse gas.

### Hours of Logged Activity by NRAG members and community members, 2025

Activity	NRAG Hours	Community Member Hours
Garlic Mustard pulling (2 days) *	5	5
Frank J. Kistler Pollinator Gardens * (fabric removal, weeding, mulching, transplanting)	41	6.5
Invasives - Eagle Bluff* (buckthorn, round leaf bittersweet)	2	2
Invasives - Vetsch* (wild carrot)	3	4.5
Invasives - Wagon Wheel Trail*	2	2
Trail Maintenance - Eagle Bluff*	5	20.5
Trail Maintenance - Vetsch/Stoney*	1.5	

\*City employees participated