

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
MARCH 24, 2025
5:00 P.M.

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

1. CONSENT AGENDA

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

- 1.1 MINUTES – MARCH 10, 2025
- 1.2 BILLS PAYABLE THROUGH MARCH 21, 2025

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 SOLAR ON PUBLIC BUILDING GRANT – AQUATIC CENTER
- 3.2 2025 MnDOT LANDSCAPE PARTNERSHIP PROJECT
- 3.3 ACTIVE TRANSPORTATION PLANNING ASSISTANCE GRANT
- 3.4 PROCLAMATION – BIKE TO SCHOOL DAY
- 3.5 TREE CARE ORDINANCE
- 3.6 AUTHORIZE EXPENDITURE – TREE AUGER
- 3.7 AGENDA REQUEST – LIMIT CANNABIS RETAIL STORES
- 3.8 AUTHORIZE EXPENDITURES – NETWORK STORAGE/COMPUTER
- 3.9 RESOLUTION – DNR LOCAL TRAIL CONNECTION GRANT
- 3.10 GAMBLING PERMIT APPLICATION
- 3.11 2025 LICENSE RENEWAL
- 3.12 PERSONNEL COMMITTEE RECOMMENDATION

4. UNFINISHED BUSINESS

- 4.1

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
MARCH 24, 2025
5:00 P.M.

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

- 6.1 COMMUNITY CONVERSATION NIGHT – APRIL 2, 2025
- 6.2 EXPLORE LA CROSSE
- 6.3 WIESER PARK PAVILION USAGE SUMMARY
- 6.4
- 6.5

7. CORRESPONDENCE

- 7.1
- 7.2
- 7.3

8. CHAMBER OF COMMERCE

8.1

9. HOUSTON COUNTY

10. ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

#1.1

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
MARCH 10, 2025

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of March was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, March 10, 2025.

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

Also in attendance were Gary Hougom and Brandon Crary from Hilltopper Refuse and Recycling Services, Inc.

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 – FEBRUARY 24, 2025
- 1.2 BILLS PAYABLE THROUGH – MARCH 7, 2025

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

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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 – 2025 STREET PROJECT – APPROVE PLANS & SPECIFICATIONS/AUTHORIZE TO ADVERTISE FOR BIDS

City Engineer Tim Hruska reviewed with City Council the 2025 local street improvement project. The total project cost is estimated at approximately \$946,000. Portions of South 6th Street and Oak Street are included in the City’s 2025-2029 Street Reconstruction Plan, and the cost for the project will be included in the upcoming 2025 bond issue, along with the use of Municipal State Aid funds and Active Transportation grant dollars. In order to proceed with the project, it was recommended that City Council approve the plans and specifications and authorize to advertise for bids on the 2025 local street improvement project. A map of the streets was included for City Council’s review. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE 2025 LOCAL STREET IMPROVEMENT PROJECT AT A COST OF APPROXIMATELY \$946,000 WITH THE FUNDS COMING FROM THE 2025 BOND ISSUE AND USE OF MUNICIPAL STATE AID FUNDS AND ACTIVE TRANSPORTATION GRANT DOLLARS AND AUTHORIZE ADVERTISING FOR BIDS FOR THE PROJECT.

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 3.2 – DISCUSSION – SOLID WASTE CONTRACT EXTENSION

City Administrator Bill Waller reviewed with City Council information for a solid waste contract extension with Hilltopper Refuse and Recycling. The current contract will expire on December 31, 2025. It was recommended that City Council authorize City Attorney Wieser to put together a contract extension with Hilltopper Refuse and Recycling and bring it back to a City Council meeting in April. Following discussion, Member Langen made a motion, seconded by member O’Donnell-Ebner as follows:

MOTION TO AUTHORIZE CITY ATTORNEY WIESER TO PUT TOGETHER A CONTRACT EXTENSION WITH HILLTOPPER REFUSE AND RECYCLING AND BRING IT BACK TO A CITY COUNCIL MEETING IN APRIL.

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 3.3 – FEE SCHEDULE AMENDMENT – SOLID WASTE FEES

City Council reviewed a letter from Finance Director Kara Tarrence requesting that City Council adopt an Ordinance amending the master fee schedule raising the cost of City garbage bags from \$2.90 to \$3.00 due to cost increases from Flexible Plastics (garbage bag supplier) and Hilltopper Refuse and Recycling bag pick-up service. Following discussion, Member Jostad introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 590

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 438, NO. 448, NO. 459, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO. 552, NO. 554, NO. 557, NO. 564, NO. 565, NO. 566, NO. 569, 571, 579, 583, and NO. 589

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

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 28, 2008, January 12, 2009, January 11, 2010, January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, April 20, 2021, and December 13, 2021, December 19, 2022, February 13, 2023, April 24, 2023, June 26, 2023, July 24, 2023, December 11, 2023, December 16, 2024 by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2024 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The city staff has reviewed the fees which the city currently charges and is recommending that the fee schedule be amended as follows:

SOLID WASTE	2025
Price Per Bag	\$ 2.90 to \$3.00
Recycling	\$3.50per month

PASSED AND ENACTED this 10th day of March, 2025.

Mayor

City Administrator

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

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

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

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 590 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR.

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

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

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

ITEM 3.4 – PERSONNEL COMMITTEE RECOMMENDATION

The following personnel recommendation was presented to the City Council for consideration:

1. To promote Assistant Fire Chief/Fire Marshal Josh Tarrence to the position of Fire Chief effective March 10, 2025. Mr. Tarrence has been serving as the Interim Fire Chief since Tom Paulson resigned from the position in November 2024. Pursuant to the terms and conditions of the Fire Department Rules and Regulations, Mr. Tarrence will serve a twelve (12) month probationary period. Following discussion, Member Williams made a motion, seconded by Member Lange as follows:

MOTION TO APPROVE THE PROMOTION OF ASSISTANT FIRE CHIEF/FIRE MARSHAL JOSH TARRENCE TO THE POSITION OF FIRE CHIEF EFFECTIVE MARCH 10, 2025, WITH MR. TARRENCE SERVING A TWELVE-MONTH PROBATIONARY PERIOD PURSUANT TO THE TERMS AND CONDITIONS OF THE FIRE DEPARTMENT RULES AND REGULATIONS.

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 3.5 – LEGISLATIVE COMMISSION ON MINNESOTA RESOURCES APPLICATION – LETTER OF SUPPORT

Community Development Coordinator Larry Kirch reviewed with City Council a letter authorizing the submittal of a Legislative Citizen Commission on Minnesota Resources (LCCMR) Environmental Trust Fund application for the Root River Trail extension project. The application seeks funding for the planning, environmental review process, and engineering design for the final eighteen miles of the Root River Trail from La Crescent to Hokah, and Houston. The city engineer prepared the cost estimate. The

application requests \$2,430,000 which is seventy-five percent (75%) of the total cost of \$3,239,439. The city's share is a twenty-five percent (25%) match or \$809,860. The city would also contribute \$145,000 in-kind for several city staff to administer and undertake the project. The program is a reimbursable program, and the application is due March 19, 2025. It was recommended that City Council authorize Mr. Kirch and City Administrator Bill Waller to submit the application on behalf of the City of La Crescent. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO AUTHORIZE COMMUNITY DEVELOPMENT COORDINATOR LARRY KIRCH AND CITY ADMINISTRATOR BILL WALLER TO SUBMIT AN APPLICATION OF A LEGISLATIVE CITIZEN COMMISSION ON MINNESOTA RESOURCES (LCCMR) ENVIRONMENTAL TRUST FUND APPLICATION FOR THE ROOT RIVER TRAIL EXTENSION PROJECT ON BEHALF OF 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.

ITEM 3.6 – 2025 VECTOR CONTROL AGREEMENT

City Council reviewed for approval the 2025 purchase contract regarding mosquito abatement services. Vector Control remains part of the MS4 requirements. The contract is once again through Driftless Region Vector Control and compensation is a total of \$3,386 and includes canvassing-initial check and two rechecks, monitoring standing water, placement of mosquito egg traps, and recording. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE 2025 PURCHASE CONTRACT FOR MOSQUITO ABATEMENT SERVICES BETWEEN THE CITY OF LA CRESCENT AND DRIFTLESS REGION VECTOR CONTROL FOR \$3,386 TO INCLUDE SERVICES AS STATED.

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

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

Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.7 – 2025 MEMORIAL DAY EVENT

Mayor Poellinger reviewed with City Council for approval the formation of a city-lead committee that would be responsible for planning the city’s annual Memorial Day Celebration. It is becoming more difficult for the American Legion members to coordinate the celebration. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE FORMATION OF A CITY-LEAD COMMITTEE THAT WOULD BE RESPONSIBLE FOR PLANNING THE CITY’S ANNUAL MEMORIAL DAY CELEBRATION.

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 – DONATION REQUEST

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding a “Ride to School” with a Police Officer donation request from the La Crescent Montessori & STEM School 23rd Annual Chili & Chocolate Dinner and Silent Auction Fundraiser to be held of March 14th, 2025. If approved, a prize certificate would be created and provided for the event. The winner would coordinate with the police department to arrange the ride. It was recommended that City Council approve the donation prize. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE THE POLICE DEPARTMENT TO PROVIDE A DONATION PRIZE OF A “RIDE TO SCHOOL” WITH A POLICE OFFICER FOR THE LA CRESCENT MONTESSORI & STEM SCHOOLS 23RD ANNUAL CHILI & CHOCOLATE DINNER AND SILENT AUCTION TO BE HELD ON MARCH 14, 2025.

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.

ITEM 3.9 – RIDE TO CURE DIABETES BICYCLE TOUR

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding the Juvenile Diabetes Research Foundation (JDRF) Ride to Cure Diabetes scheduled for Saturday, August 9, 2025. In support of the event Police Chief Ahlschlager is requesting permission for the La Crescent Police Department to assist with traffic control at the intersection of South Chestnut Street and Highway 16 (northbound lanes) to facilitate the safe crossing of participants. The expected impact on normal traffic flow is minimal. It was recommended that City Council approve Chief Ahlschlager's request. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE LA CRESCENT POLICE DEPARTMENT TO ASSIST WITH TRAFFIC CONTROL AT THE INTERSECTION OF SOUTH CHESTNUT STREET AND HIGHWAY 16 (NORTHBOUND LANES) TO FACILITATE SAFE CROSSING FOR CYCLING PARTICIPANTS DURING THE JUVENILE DIABIETES RESEARCH FOUNDATION RIDE TO CURE DIABETES TO BE HELD ON SATURDAY, AUGUST 9, 2025.

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.

ITEM 3.10 – AUTHORIZE EXPENDITURE – WIESER PAVILION

Public Works Director Tyler Benish reviewed with City Council a quote from ServiceMaster for general cleaning services at Wieser Memorial Park Pavilion. The cleaning service would clean three times a week, including bathrooms, kitchen, and main open area with additional cost for garage door glass and window cleaning:

- General Cleaning - \$505 per month
- Garage door glass and Window Cleanings - \$345 per cleaning to

The facility use fees collected will generate enough funds to pay for the cost of the cleanings out of the Parks budget. Public Works staff will continue to check the pavilion on Saturdays and Sundays prior to scheduled events. It was recommended that City Council authorize the quote from ServiceMaster for general cleaning and monthly window cleaning at the Wieser Memorial Park Pavilion. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO AUTHORIZE THE EXPENDITURE WITH SERVICEMASTER FOR GENERAL CLEANING AND MONTHLY WINDOW CLEANING AT THE WIESER MEMORIAL PARK PAVILION AS STATED WITH THE COST COMING FROM THE PARKS BUDGET.

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.

ITEM 3.11 – OFF-SALE LIQUOR & CIGARETTE LICENSE TRANSFER

City Council reviewed a letter from City Administrative Assistant Chris Fortsch stating that the city has been notified that Pump 4 less, dba Southside Corner will be leasing their business to Lucas Tooker as of March 1, 2025. Mr. Tooker will be changing the business name to: Tooker Ventures LLC, dba La Crescent Convenience Center. Mr. Tooker has submitted applications for a cigarette license and an off-sale liquor license. The applications appear to be in order, and it is recommended that City Council approve the license applications and authorize that they be forwarded to the State of Minnesota. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE A CIGARETTE LICENSE AND OFF-SALE LIQUOR LICENSE TO LUCAS TOOKER AS OF MARCH 1, 2025, FOR TOOKER VENTURES LLC, DBA LA CRESCENT CONVENIENCE CENTER AND TO AUTHORIZE THAT THEY BE FORWARDED TO THE STATE OF MINNESOTA.

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.

ITEM 3.12 – 2025 LICENSE RENEWAL

City Council reviewed a letter from City Administrative Assistant Chris Fortsch regarding a 2025 Gas Installers license renewal for Horman's HVAC, LLC. The application appears to be in order, and it was recommended that City Council approve the renewal application. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE 2025 GAS INSTALLERS LICENSE RENEWAL FOR HORMAN'S HVAC, LLC.

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.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES:

6.1 NATURAL RESOURCE ADVISORY GROUP – 2024 SUMMARY OF ACTIVITY

City Council reviewed the Natural Resource Advisory Group's 2024 Summary of Activity.
6.2 NATURAL RESOURCE ADVISORY GROUP – 2/18/2025
City Council reviewed the Natural Resource Advisory Group's February 18, 2025, meeting Minutes.

7. HOUSTON COUNTY

Houston County Commissioner Cindy Wright was in attendance and had no updates.

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 5:45 P.M.

APPROVAL DATE: _____.

SIGNED:

Mayor

ATTEST:

City Administrator

#1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: March 20, 2025
RE: Bills Payable

BW

The bills payable will be e-mailed out separately.

#3.1

MEMORANDUM

TO: Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: March 12th, 2025
SUBJECT: Update Solar Agreement Aquatic Center

The city selected Solar Connection as the contractor for the solar PV project at the city Aquatic Center. We are providing an update to the council with the uncertainty that exists at the federal government level for the elective pay tax credit. The elective pay tax credit would cover 30% of the project costs. Lawyers for Good Government and Peter Lindstrom with the Minnesota Clean Energy Recourses Team are confident projects completed in 2025 will receive the elective pay tax credit. The city cost for the system would be \$8,500. Without the elective pay tax credit the city cost for the system would be \$34,000.

Details on the project are listed below. The proforma that outlines the entire project monetary impact is included in the packet.

With the elective pay tax credit	Without the elective pay tax credit
<ul style="list-style-type: none">The cost of the system to the city is \$8,500 with the elective pay tax credit.	<ul style="list-style-type: none">The cost of the system to the city is \$34,000 with the elective pay tax credit.
<ul style="list-style-type: none">The payback on this system is anticipated to be 2 years with the elective pay tax credit.	<ul style="list-style-type: none">The payback on this system is anticipated to be 12 years without the elective pay tax credit.
<ul style="list-style-type: none">Once the solar PV system is installed an estimated 105% of the electricity used by the facility will be generated by solar.	<ul style="list-style-type: none">Once the solar PV system is installed an estimated 105% of the electricity used by the facility will be generated by solar.
<ul style="list-style-type: none">The system will be 30 kW DC.	<ul style="list-style-type: none">The system will be 30 kW DC.
<ul style="list-style-type: none">Combined the grant and the elective pay tax credit will cover \$76,500 or 90% of the system cost of \$85,000.	<ul style="list-style-type: none">The grant will cover \$51,000 or 60% of the system cost of \$85,000.
<ul style="list-style-type: none">The cumulative return on the system is estimated to be \$163,621 after 25 years with the elective pay tax credit.	<ul style="list-style-type: none">The cumulative return on the system is estimated to be \$129,621 after 25 years with the elective pay tax credit.

The council approved entering into the agreement with Solar Connection at the 2nd council meeting in January. We are coming back to the council to ask if the council is still comfortable entering into the agreement with the increased uncertainty at the federal government level. We can bring this back at the next meeting if more time to review would be needed.

#3.2

MEMORANDUM

TO: Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: March 12th, 2025
SUBJECT: MnDOT Landscape Partnership Program Agreement FY 2025

Please find included the Cooperative Agreement for the proposed Community Roadside Landscape Partnership Project located in La Crescent, MN. The FY 2025 project includes improvements adjacent to the new dog park and new native plantings in the mulch beds along highway 14/61 between the bike/ped bridge and the South 3rd Street Kwik Trip. The 2025 project will include tree plantings, native prairie seeding, and native vegetation plantings. The project plan is included.

The Landscape Partnership Program is designed to provide technical and financial assistance to communities that are interested in landscaping state highway rights of way. The program has the following goals: 1. Roadside beautification, 2. Community improvement, and 3. Environmental stewardship.

To date, the city has completed 12 partnership projects, and has received approximately \$96,328 in grant funding for landscaping improvements in MnDOT's right of way. There is \$8,000 in funding available for the 2025 project. The agreement will be for the same amount as the past projects with an updated project number for 2025.

We would suggest that the City Council approve entering into the Cooperative Agreement for the Community Roadside Landscape Partnership.

MINNESOTA DEPARTMENT OF TRANSPORTATION

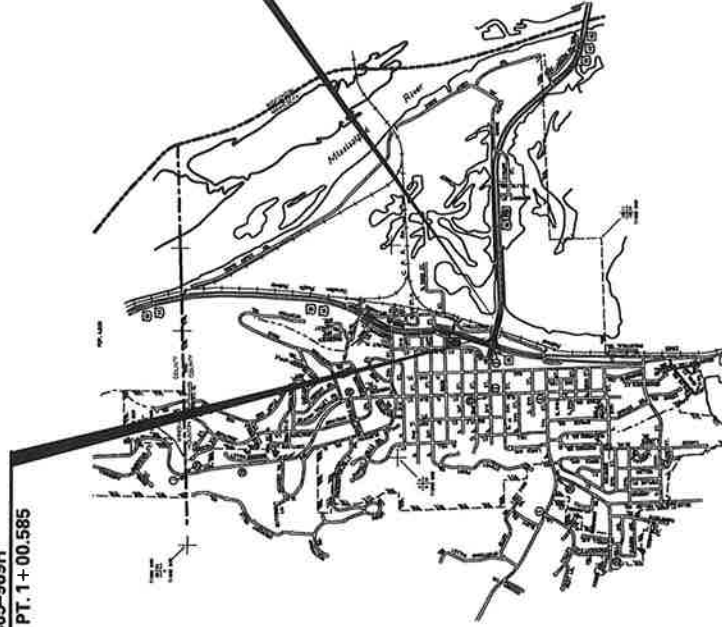
LANDSCAPE PLAN FOR LA CRESCENT LANDSCAPE PARTNERSHIP - DOG PARK

LOCATED ON TH 61 FROM 1000' SOUTH OF TH 16 TO

STATE PROJ. NO. FEET MILES
 GROSS LENGTH FEET MILES
 BRIDGES-LENGTH FEET MILES
 EXCEPTIONS-LENGTH FEET MILES
 NET LENGTH FEET MILES
 REF. POINT TO REF. POINT

BEGIN S.P. 2805-969H
 (T.H. 61) REF. PT. 1+00.585

END S.P. 2805-969H
 (T.H. 61) REF. PT. 1+00.557



FOR PLANS AND UTILITIES SYMBOLS SEE TECHNICAL MANUAL

DATE	SHEET NO.	APPROVED BY

Design ESALS	
ADT (Current Year)	
ADT (Future Year)	
DIV (Design Hr. Vol.)	
D (Directional Distr.)	
T (Heavy Commercial)	

DESIGN DESIGNATION

Design Speed	Based on	Height of eye	Design Speed not achieved at:	MPH



PROJECT LOCATION
 COUNTY:
 DISTRICT:

FED. PROJ. NO.

GOVERNING SPECIFICATIONS

THE 2002 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
 STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL GOVERN.

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	ESTIMATED QUANTITIES/PLANT FABULATION
3	LANDSCAPE PLANS
4-6	STANDARD PLANS

THIS PLAN CONTAINS 7 SHEETS

RECOMMENDED FOR APPROVAL DISTRICT TRANSPORTATION ENGINEER	20
RECOMMENDED FOR APPROVAL DISTRICT LANDSCAPE PARTNERSHIP COORDINATOR	20

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
 AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF
 THE STATE OF MINNESOTA.

PRINT NAME: Todd A. Carroll LIC. NO. 26551
 DATE: 3/13/2025 SIGNATURE: [Signature] Digitally signed by Todd A. Carroll
 DN: cn=Todd A. Carroll, o=Minnesota Department of Transportation, email=tcarroll@dot.state.mn.us, c=US

ASSOCIATED PROJ. NO.

TITLE SHEET

SP 2805-969H (T.H. 61-3)	SHEET NO. <u>1</u>
	TOTAL SHEETS <u>6</u>

STATEMENT OF ESTIMATED QUANTITIES			
ITEM NO.	DESCRIPTION	UNITS	ESTIMATED S.P. 2805-969H
2571-502	CONIFEROUS TREE 4' HT CONT	EACH	5
2571-502	DECIDUOUS TREE 1.5' CAL CONT	EACH	6
2571-502	ORNAMENTAL TREE 5' HT CONT	EACH	15
2575-507	MULCH MATERIAL TYPE 6	CU YD	68

PLANT STOCK TABULATION S.P. 2805-969H			
KEY	SPECIES	Minimum Acceptable Dimensions	TOTAL QUANTITY
LAR LAR	CONIFEROUS TREE 4' HT CONT	4.5" Ht., 27' Spread, No. 15 Cont.	TOTAL 5 EACH
	<i>Larix laricina</i>		
PIN STR	PINE, EASTERN WHITE		EACH 3
	<i>Pinus strobus</i>		
	DECIDUOUS TREE 1.5" CAL CONT	1.35" Cal., 5.5' Ht., No. 20 Cont.	TOTAL 6 EACH
GYM KEN	COFFEETREE, KENTUCKY		
	<i>Gymnocladus dioica</i>		
QUE BIC	OAK SWAMP WHITE		EACH 2
	<i>Quercus bicolor</i>		
	ORNAMENTAL TREE 5' HT CONT	5.5" Ht., No. 10 Cont.	TOTAL 15 EACH
AME GRA	SERVICEBERRY, AUTUMN BRILLIANCE		
	<i>Ampelodesmosis grandiflora (Autumn Brilliance)</i>		
CAR AME	BEECH, BLUE		EACH 3
	<i>Carpinus caroliniana</i>		
SOR DEC	MOUNTAIN-ASH, SHOWY		EACH 5
	<i>Sorbus decora</i>		

UTILITY NOTES:

- NO UTILITIES WILL BE AFFECTED BY THIS PROJECT.
- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-22, ENTITLED "STANDARD GUIDELINES FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

GENERAL NOTES:

- OPERATE TILLING EQUIPMENT A MINIMUM OF 10' CLEAR OF EXISTING TREES, UNLESS AUTHORIZED BY THE ENGINEER/LANDSCAPE ARCHITECT.
- COMPLETE ALL TILLING USING A SPADE TYPE TILLER.
- SEE THE PLANT STOCK TABULATION TABLE FOR INDIVIDUAL PLANT QUANTITIES. RESTORE ALL DAMAGED TURF AT THE CONTRACTORS EXPENSE, TO PRE-LANDSCAPE INSTALLATION CONDITIONS.

PROJECT NOTES:

- PLACE PLANTS A MINIMUM OF 30' FROM THE EDGE OF THE POWER LINES
- MASS MULCH BED WHEN PLANTS ARE CLOSER THAN 15' O.C.



Digitally signed by
 Todd A. Carroll
 Date: 2025.03.13
 DN: cn=todd@mm-ls.com, o=mm-ls.com

LICENSED PROFESSIONAL LANDSCAPE ARCHITECT

TODD A. CARROLL
 LIC. NO. 26551
 DATE: 3/13/2025

I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

LANDSCAPE QUANTITIES AND PLANT STOCK
 TABULATIONS

SP 2805-969H
 (TH 61)

SHEET NO 2
 TOTAL SHEETS 6

M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: March 13th, 2025

SUBJECT: Active Transportation Program Planning Assistance Program

The City of La Crescent Active Transportation Program Planning Assistance application for the City of La Crescent was selected for funding through the Minnesota Department of Transportation (MnDOT) 2024 Active Transportation Program planning assistance solicitation. Planning assistance will be provided by a MnDOT consultant expected to begin in May of 2025. The plans will be completed in partnership with your local Active Transportation Planning team, which will be the point of contact for local input, information and creation of an implementation plan.

The anticipated timeline for 2025 is listed below:

- **Late April/May:** Kickoff with local leads
- **May:** Kickoff with larger local planning team
- **June/July:** First visit to communities for walk audits, bike audits, focus groups
- **August/September:** Second visit to communities for action planning workshops
- **October-December:** plan review and completion, kicking off supplemental technical assistance (implementation) projects
- **Ongoing/Monthly:** Consultant/local lead check-in calls
- **Periodic/Key Decisions:** Local planning team meetings

The prime contractor will be Terra Soma again, supported by HDR Inc., Alta Planning + Design, Humanize, and AMKA Safety. Contract scope and budget negotiation is underway, which will be followed by the prime establishing subcontractor agreements. The award letter from MnDOT is included.



**Active Transportation Program
Office of Transit and Active Transportation
395 John Ireland Blvd
Saint Paul, MN 55155**

January 21, 2025

Jason Ludwigson
Sustainability Coordinator
City of La Crescent
315 Main St
La Crescent, MN 55947

Mr. Ludwigson,

Congratulations! We are pleased to inform you that your Active Transportation Program Planning Assistance application for the City of La Crescent was selected for funding through the Minnesota Department of Transportation (MnDOT) 2024 Active Transportation Program planning assistance solicitation.

Planning assistance will be provided by a MnDOT consultant expected to begin in April 2025. The plans will be completed in partnership with your local Active Transportation Planning team, which will be the point of contact for local input, information and creation of an implementation plan.

Although the tasks and timeline may be subject to change, you can expect to be contacted by me in February to describe next steps and possible things you can do in advance of the April kickoff. Our team anticipates that you will be wrapping up your planning process by the end of 2025 and your supplemental technical assistance project in the spring of 2026.

Congratulations again on your success with the application, we look forward to supporting you in creating a more walkable and bikeable community.

Sincerely,

A handwritten signature in black ink that reads 'Will Wizlo'.

Will Wizlo
Active Transportation Coordinator
612-590-8364
william.wizlo@state.mn.us

#3.4

MEMORANDUM

TO: Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: March 13th, 2025
SUBJECT: Bike to School Day Proclamation

Minnesota Safe Routes to School is an effort to improve walking and bicycling conditions for youth and to encourage more active lifestyles. The nationally celebrated Bike and Roll to School Day encourages kids to bike to school and shows families just how wonderful it is to get to school by bike or foot.

Included in the packet is a proclamation for consideration to celebrate Bike to School Day May 7th 2025.

Bike to School Day

- WHEREAS:** Children are safer when communities prioritize pedestrian and bicycle safety; and
- WHEREAS:** Physical activity influences our overall well-being and supports a healthy lifestyle. Choosing to walk to school offers an opportunity to build physical activity into daily routines; and
- WHEREAS:** Increasing the number of children safely biking to school can reduce traffic congestion, improve air quality, and even reduce asthma attacks; and
- WHEREAS:** Safe Routes to School programs have been shown to reduce the rate of pedestrian injury by 44 percent; and
- WHEREAS:** Studies show that after 20 minutes of physical activity, students tested better in reading, spelling, and math, and were more likely to read above their grade level; and
- WHEREAS:** Safe Routes to School programs highlight that biking to school is an affordable option for families. Busing shortages have schools reimagining their transportation plans, and not every parent or caregiver can afford to drive their student to school. Transportation is the second-highest household expense in the United States; and
- WHEREAS:** More than 1,000 schools across Minnesota have been awarded funding through planning, infrastructure, and non-infrastructure grants from the Minnesota Department of Transportation; and
- WHEREAS:** Bike to School Days are special opportunities that encourage personal well-being and community engagement. These events support families, caretakers, parents, and students as they make walking to school a habit. Every leader and decision-maker should witness the value of walkable communities and support the choices that make them possible.

NOW, THEREFORE, I, Mike Poellinger, Mayor of the City of La Crescent, Minnesota, do hereby proclaim Wednesday May 7th, 2025 as:

Bike to School Day

In the city of La Crescent.

Mayor Mike Poellinger, City of La Crescent

Date

#3.5

MEMORANDUM

TO: Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: March 14th, 2025
SUBJECT: Tree Care Ordinance

Included in the packet is a new Tree Care Ordinance for La Crescent. La Crescent is fortunate to have a robust inventory of mature trees that form an integral part of the unique character and history of the city, and that contribute to the long-term aesthetic, environmental, and economic well-being of the city. The goal of this ordinance is to preserve La Crescent's high valued trees, while allowing reasonable development to take place and not interfering with how existing property owners use their property. The new ordinance has been reviewed numerous times by the Natural Recourses Advisory Group and GreenSteps committee. The city has an existing tree ordinance and we would ask that the city council rescind tree ordinance No. 105 and adopt the new Tree Care Ordinance. Best practice action 16.5 in the Minnesota GreenStep cities program is to add city tree and plant cover that conserves topsoil's and increases community health, wealth, quality of life. Among other items the new ordinance includes a boulevard tree list, tree planting standards, and establishes a tree advisory board. I will be in attendance to review the ordinance and answer questions from the council.

ORDINANCE NO. 591

**AN ORDINANCE OF THE CITY OF LA CRESCENT
REGULATING TREE CARE IN THE CITY OF LA CRESCENT,
MINNESOTA**

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

SECTION I. FINDINGS. The La Crescent City Council hereby finds and declares as follows:

1. By taking in carbon dioxide and releasing oxygen, trees are important to improving air quality.
2. The planting of trees results in less runoff and erosion, which improves water quality. Trees recharge the ground water supply.
3. Trees planted in and around buildings can reduce heating and cooling costs. Trees also cool the city by breaking up urban “heat islands” and releasing water vapor into the air through their leaves.

SECTION II. PURPOSE. La Crescent is fortunate to have a robust inventory of mature trees that form an integral part of the unique character and history of the city, and that contribute to the long-term aesthetic, environmental, and economic well-being of the city. The goal of this ordinance is to preserve La Crescent’s high valued trees, while allowing reasonable development to take place and not interfering with how existing property owners use their property. The purpose of the ordinance is to:

- a. Establish, maintain, and grow La Crescent's tree canopy cover by protecting mature trees throughout the city; ensuring maximum tree cover.
- b. Maintain trees in a healthy condition through good cultural practices.
- c. Promote conservation of tree resources.
- d. Establish and maintain species diversity.
- e. Improve the quality of life for all stakeholders, including city residents, visitors and wildlife.
- f. Protect the environment by the filtering of air and soil pollutants, increasing oxygen levels and reducing CO₂; preventing and reducing erosion and stormwater by stabilizing soils; reducing heat convection; decreasing wind speeds; reducing noise pollution and decreasing the urban heat island effect.
- g. Enhance energy conservation through natural insulation and shading.
- h. Increase and maintain property values.

SECTION III. DEFINITIONS.

As used in the Article, the following words and phrases shall have the meanings indicated:

Damage – any injury to or destruction of a tree, including but not limited to: uprooting; severance of all or part of the root system or main trunk; storage of material on or compaction of surrounding soil; a substantial change in the natural grade above a root system or around a trunk; surrounding the tree with impervious paving materials; or any trauma caused by accident or collision.

Nuisance – any tree, or limb thereof, that has an infectious disease or insect; is dead or dying; obstructs the view of traffic signs or the free passage of pedestrians or vehicles; or threatens public health, safety, and welfare.

Boulevard – the area along a public street between the curb and the sidewalk; or if there is no curb or sidewalk, the unpaved portion of the area between the street right-of-way line and the paved portion of the street or alley.

Public property – all grounds and rights-of-way (ROWs) owned or maintained by the City.

Public tree – any tree or woody vegetation on city-owned or city-maintained property or rights-of-way.

Top or Topping – the non-standard practice of cutting back of limbs to stubs within a tree’s crown to such a degree so as to remove the normal canopy and disfigure the tree.

SECTION IV. AUTHORITY AND POWER.

a. Delegation of authority and responsibility. The Public Works Director, in consultation with the Natural Resources Advisory Group, and/or their designee, hereinafter referred to as the “Director”, shall have full authority to plant, prune, maintain and remove trees and woody plants growing in or upon all municipal streets, municipal rights-of-ways, city parks, and other public property. This shall include the removal of trees that may threaten electrical, telephone, gas, or any municipal water or sewer line, or any tree that is affected by fungus, insect, or other pest disease.

b. Coordination among city departments. All city departments will coordinate as necessary with the Director and will provide services as required to ensure compliance with this Ordinance as it relates to streets, alleys, rights-of-way, drainage, easements, and other public properties not under direct jurisdiction of the Director.

c. Interference. No person shall hinder, prevent, delay, or interfere with the Director or his agents while engaged in carrying out the execution or enforcement of this Ordinance.

SECTION V. TREE ADVISORY BOARD.

The City Council hereby creates a “Tree Advisory Board,” hereinafter referred to as the “Board.”

a. Duties. The Natural Resources Advisory Group shall constitute the “Tree Advisory Board”. The board shall act in an advisory capacity to the Director and shall:

1. Coordinate and promote Arbor Day activities;
2. Review and update a five-year plan to plant and maintain trees on city property;
3. Support public awareness and education programs relating to trees;
4. Review city department concerns relating to tree care;
5. Submit an annual report of its activities to the city council;
6. Assist with the annual application to renew the Tree City USA designation;
7. Recommend a list of tree species for planting on city property, and a list of prohibited species; and
8. Other duties that may be assigned by City Council.

b. Membership. The Board shall consist of members of the Natural Resource Advisory Group, appointed by the City Council. Members of the Board will serve without compensation.

c. Officers. The Board shall annually select one of the members to serve as chair, may appoint a second member to serve as vice-chair, and may appoint a third member to serve as secretary.

d. Meetings. The Board shall meet a minimum of four times each year. All meetings shall be open to the public. The Board chair may schedule additional meetings as needed.

SECTION VI. TREE CARE AND PLANTING STANDARDS.

a. Standards. All planting and maintenance of public trees shall conform to the USDA Tree Owner's Manual for the Northeastern and Midwestern United States.

b. Requirements of franchise utility companies: The maintenance of public trees for utility clearance shall conform to all applicable utility industry standards.

c. Species list. The Director shall maintain an official list of desirable tree species for planting on public property in three size classes: Small (approx. 25 feet or less in height at maturity), Medium (25-40 feet at maturity) and Large (greater than 40 feet at maturity). Trees from this approved list may be planted without special permission; other species may be planted with written approval from the Director.

The official tree list for La Crescent can be found in Appendix A.

d. No property owner shall plant a conifer tree in the boulevard.

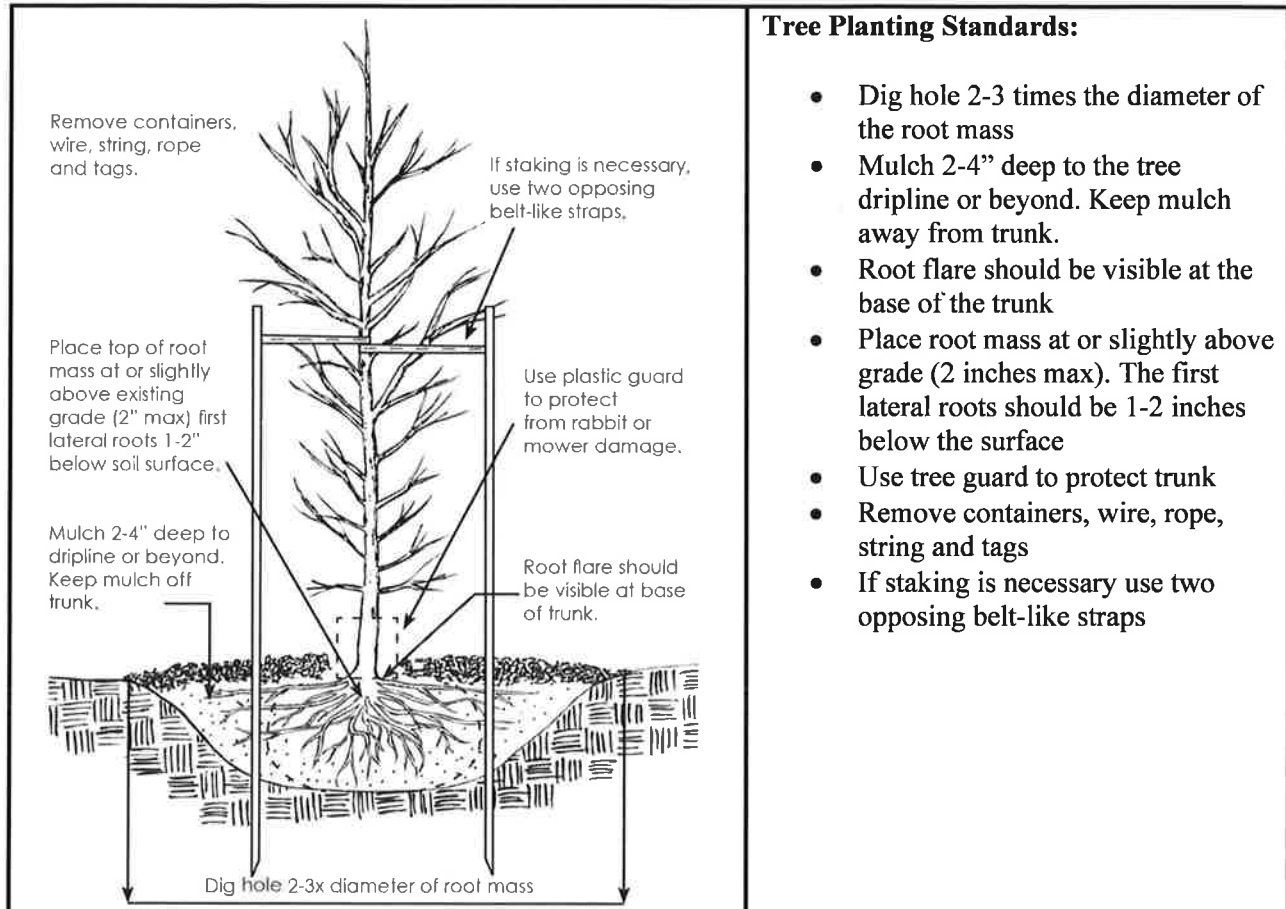
e. Planting distances. The Director shall develop and maintain an official set of spacing requirements for the planting of trees on public property.

- No tree may be planted within the visibility triangle of a street intersection.
- Trees shall not be planted closer than: 25' from the curb line of an intersection, 25' from adjacent trees, or 25' from street lights.
- If a narrower-growing species of tree is selected, the distance may be reduced to 20' or more from adjacent trees. This is determined by the species of tree selected and the species of adjacent trees.
- Trees should be planted at least:
 - 20' from stop or yield signs.
 - 10' from fire hydrants and directional traffic signs.
 - 5' from alley margins, driveways, underground utilities, and utility poles.
 - 2' from property lines.

f. Planting trees under electric utility lines. Only trees listed as small trees on the official city tree species list may be planted under or within 15 lateral feet of any overhead utility wire.

g. Newly planted trees shall be watered regularly by the property owner for the first two to three years. During the summer dry season (roughly June to October), deep-root watering to a depth of 30" is recommended. Begin with 15 gallons of water per tree per week, and adjust as needed. During the remaining months of the year, monitor the root zone for dryness and water as needed.

h. Newly planted trees shall be mulched. Do not pile mulch up around the trunk of the tree. This creates an environment which can lead to trunk decay.



i. All stumps of boulevard trees shall be removed by the abutting property owner below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

SECTION VII. PROHIBITION AGAINST HARMING PUBLIC TREES.

a. A property owner shall obtain written permission for the removal of a tree on public property from the Director.

b. It shall be unlawful for any person, firm, or corporation to attach any cable, wire, sign, or any other object to any boulevard, park, or public tree, unless for the expressed purpose of staking or guying tree.

c. It shall be unlawful as a normal practice for any person, firm, or city department to top any Boulevard Tree, Park Tree, or other tree on public property. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the Director.

e. Any person, firm, corporation, or city department performing construction near any public tree(s) shall consult with the Director and shall employ appropriate measures to protect the tree(s), according to procedures contained in the USDA Tree Owner's Manual for the Northeastern and Midwestern United States.

f. Each violation of this section as determined and notified by the Director shall constitute a separate violation, punishable by fines and penalties under Section 11, in addition to mitigation values placed on the tree(s) removed or damaged in violation of this section.

SECTION VIII. BOULEVARD TREES AND ADJACENT OWNER RESPONSIBILITY.

- a. The owner of land adjacent to any city street or highway, when acting within the provisions of this Ordinance, may plant and maintain trees in the adjacent boulevard area.
- b. Trees planted in the boulevard should be selected from the official species list for La Crescent. Trees in the boulevard should be maintained (mulched, watered, pruned, etc.) by the abutting property owner.
- c. If the abutting property owner wishes to remove a boulevard tree they should consult with the Director.
- d. No property owner shall allow a tree, or other plant growing on his or her property to obstruct or interfere with pedestrians or the view of drivers, thereby creating a hazard. If an obstruction persists, the Director, or staff under the direction of the Director, shall notify the property owner to prune or remove the tree. If the owner fails to comply with the notice, the City may undertake the necessary work and charge the cost to the property owner.
- e. Where curb and sidewalks now exist, all trees shall be planted on the centerline between the curb and sidewalk edge line.

SECTION IX. NUISANCE TREES.

- a. Any tree, or limb thereof, on private property determined by the Director to have contracted a lethal, communicable disease or insect; to be dead or dying; to obstruct the view of traffic signs or the free passage of pedestrians or vehicles; or that threatens public health, safety, and welfare is declared a nuisance and the city may require its treatment or removal.

SECTION X. VIOLATIONS AND PENALTY.

Any person, firm or corporation violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and shall be subject to a fine not to exceed five hundred dollars (\$500.00) for each offense.

SECTION XI. APPEALS.

Appeals to decisions by the Director or the Tree Advisory Board, or to penalties imposed after violations of this ordinance, shall be heard by City Council.

SECTION XII. SAVINGS AND REPEAL.

All ordinances or parts of ordinances in conflict with this Ordinance are repealed to the extent of such conflict.

Severability. Should any word, sentence, clause, paragraph, or provision of this Ordinance be held to be invalid or unconstitutional the remaining provisions of this Ordinance shall remain in full force and effect.

SECTION XIII. PUBLIC TREE CARE

The city shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public grounds. The Tree Advisory Board may remove or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with any injurious fungus, insect or other pest. This Section does not prohibit the planting of Boulevard Trees by adjacent property owners providing that the selection and location of said trees is in

accordance with Sections 6 through 10 of this ordinance.

SECTION XIV. PRUNING, CORNER CLEARANCE

Every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of thirteen feet, six inches (13' 6") above the surface of the street and eight feet (8') above the surface of the sidewalk. Said owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of any traffic control device or sign.

SECTION XV. DEAD OR DISEASED TREE REMOVAL ON PRIVATE PROPERTY

The city shall have the right to cause the removal of any dead or diseased trees on private property within the city, when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the city. The Director will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owner's property tax notice.

SECTION XVI. INTERFERENCE WITH CITY TREE BOARD

It shall be unlawful for any person to prevent, delay or interfere with the Public Works Director, or anyone directed to perform tree care work, while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any Boulevard Trees, Park Trees, or trees on private grounds, as authorized in this ordinance.

PASSED AND ENACTED this ____ day of _____, 2025.

Mayor

ATTEST:

City Administrator

#3.6

MEMORANDUM

TO: Honorable Mayor and City Council Members
FROM: Jason Ludwigson, Sustainability Coordinator
DATE: March 13th, 2025
SUBJECT: ReLeaf Grant Equipment Purchase Tree Auger

The city was awarded a ReLeaf Community Forestry Grant by the Minnesota DNR in 2023. We are asking for the council approval funds totaling \$4,500.00 for the purchase of auger mounting frame kit, light duty 24" bit, and light duty 15" bit. The equipment would be purchased from Bobcat of the Coulee Region. The grant funds will reimburse the city the full \$4,500.00.

CITY OF LA CRESCENT, MINNESOTA

Agenda Request Form

DATE SUBMITTED: 3/19/2025

SUBMITTED BY: Maxwell Weber

ISSUE: Limit on Cannabis Retail Stores

ATTACHMENTS:

(1) - Request to amend limit

JUSTIFICATION:

Low population
Lack of qualified applicants

ACTION REQUESTED:

Amend the city's limit of 3 retail dispensaries to 1-2 to provide a more sustainable local market

REVIEWED BY: City Clerk/ Admin. City Attorney Bldg. Insp.
Finance Director Public Works City Engineer

RECOMMENDATION:

- For an item to be placed on the agenda, all Agenda Request Forms must be submitted to the City Administrator no later than Noon on the Wednesday preceding the City Council Meeting.
Individuals wishing to address the City Council at a meeting need to complete the Agenda Request Form and return the form to the City Administrator by 4:45 p.m. the day of the meeting.

Request for Reducing Allocated Retail Cannabis Operations Within La Crescent's Jurisdiction

Course of Action: Reconsideration of Cannabis Retail License Allocation in La Crescent, MN

Submitted by: Maxwell Weber

La Crescent Resident & Licensed Microbusiness Owner

Date: 3/19/25

I. Purpose of This Proposal

I am writing as both a licensed microbusiness owner and a committed resident of La Crescent to respectfully request that the City Council reconsider its decision to allow three retail cannabis licenses within our city. I believe this number exceeds what is sustainable for our community and could lead to unintended economic and social consequences. I propose amending the ordinance to limit the city to one (or two) retail cannabis licenses, aligning with state recommendations based on population size.

II. Key Concerns and Supporting Evidence

1. Market Oversaturation:

- La Crescent's population is approximately **5,400**, while Houston County has fewer than **20,000 residents**. According to **Minnesota state guidelines**, a county is only required to accommodate **one cannabis retail license per 12,500 residents**.
- Three dispensaries would oversaturate the market, creating unhealthy competition, reduced profitability for operators, and potential business closures.
- In smaller communities like ours, oversaturation often leads to business instability rather than economic growth.

2. Economic and Community Impact:

- Oversupply could result in price undercutting, job instability, and businesses struggling to survive.
- Failed businesses can lead to vacant storefronts, harming the vibrancy of La Crescent's commercial areas.
- The city's resources for oversight, law enforcement, and public education would be stretched unnecessarily.

3. Preserving Local Ownership and Community Investment:

- As a **licensed microbusiness owner and La Crescent resident**, I am deeply invested in our community's wellbeing.
- My family and I have lived here for nearly **five years**, my **children attend local schools**, and we bought our **first home here after marriage**.
- Supporting locally rooted businesses ensures that revenue stays within the community, benefiting schools, infrastructure, and local initiatives.

4. **Public Health and Safety:**

- Limiting dispensaries can better control access, prevent youth exposure, and simplify public education efforts.
- Fewer licenses make it easier to enforce city and state regulations effectively.

III. Proposed Course of Action

1. **Amend City Ordinance:**

Adjust the ordinance to **limit La Crescent to one retail cannabis license**, aligning with Minnesota's guidance of **1 license per 12,500 residents**.

2. **Prioritize Local Ownership:**

Ensure that any awarded licenses prioritize **La Crescent residents** or businesses with **strong community ties**.

3. **Evaluate Economic Impact:**

Conduct an **economic impact assessment** to project how multiple dispensaries might affect existing businesses and city resources.

4. **Community Engagement:**

Host a **community forum** to gather resident feedback and ensure transparent decision-making.

IV. Conclusion

By aligning with state guidelines and limiting the number of cannabis retail licenses in La Crescent, we can protect the integrity of our local economy, preserve community values, and ensure that cannabis businesses remain sustainable and community-focused. As a local business owner, homeowner, and parent, I urge the council to reconsider this decision for the long-term benefit of La Crescent.

Thank you for your time and thoughtful consideration. I welcome the opportunity to discuss this further and collaborate on a solution that best serves our community.

Sincerely,

Maxwell Weber

La Crescent Resident & Licensed Microbusiness Owner

#3.8

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



Apple Capital of Minnesota



March 14, 2025

Honorable Mayor and City Council Members

City Administrator Bill Waller

Subject: Notification of Emergency Expenditure – Police Department NAS Backup System

I am providing this notification regarding an emergency expenditure for the replacement of the La Crescent Police Department's Network Attached Storage (NAS) backup system, which serves as the sole backup for our body and squad camera video system.

The department's existing NAS, a Synology DS418 (COL-NAS-01), is approximately seven years old and was originally configured with three hard drives in a RAID 5 array providing 16TB of storage. Recently, one of the three drives failed. While the RAID 5 configuration allows for the loss of one drive without immediate data loss, the failure of another drive would result in the complete loss of our video backup system.

To prevent this risk, the Police Department is proceeding with the purchase of a new 10 GBE NAS (\$2,068.79), which offers:

- Enhanced reliability and storage – A 32TB system (24TB usable with RAID 5) ensures long-term operational integrity.
- Extended warranty – A 5-year warranty provides greater protection and longevity.
- Scalability – Additional storage to support future backup needs.

City Administrator Bill Waller and Finance Director Kara Tarrence were made aware of this situation and have reviewed the circumstances accordingly. The expenditure has been deemed necessary to ensure the integrity of our video storage system.

This expenditure will be processed, and installation will be scheduled accordingly. There are funds included in the 2025 general fund budget for this expenditure.

Please let me know if you have any questions.

Respectfully,

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



CITY OF LA CRESCENT

Department of Police
Chief Luke M. Ahlschlager



March 20, 2025

Honorable Mayor and City Council Members

City Administrator Bill Waller

Subject: Expenditure Request – Purchase of new workstation computer

In 2024, I repurposed the Investigator's office to create a shared workspace for both the Investigator and the Corporal. However, the new workstation does not currently include a dedicated computer for Corporal Roth Clark. As an integral member of our department, Cpl. Clark provides essential administrative support and serves as our agency accreditation manager a role critical to achieving our department's accreditation goals. Ensuring he has access to a dedicated computer is necessary for the effective performance of his duties and to maintain operational efficiency.

To identify the most cost-effective and suitable solution, I consulted with Morris Electronics. Based on their recommendation, the proposed purchase includes:

- **One HP ProBook Touchscreen laptop** with updated specifications to meet department requirements.
- **A three-year premium onsite warranty** to ensure uninterrupted operation and support.

The estimated cost for this purchase is **\$1,441.84**, based on the initial quote. **Funding for this expenditure is included in the approved 2025 general fund budget.**

I respectfully request the City Council's approval for this purchase to support the efficiency and effectiveness of our department's operations.

Thank you for your time and consideration. Please let me know if any additional information is required.

#3.9



MEMORANDUM

TO: Mayor, City Council
FROM: Larry Kirch, Community Development Director
DATE: March 24, 2025
SUBJECT: Resolution authorizing MnDNR Local Trail Connections Program Grant Application

The city is applying for a Minnesota DNR Local Trail Connections Program Grant for a short trail from S. 11th Street south to the Community Ice Arena. The attached Resolution authorizes the city staff to submit the grant application and obligates the city to provide the 25% match if the project is awarded. There is a visible "cow path" along this route at the north end at S. 11th Street.

This trail connection was identified during a city walking audit during the planning process for the Active Transportation Action Plan. The project was placed in the Active Transportation Action Plan that was adopted in 2023. The Active Transportation Action Plan identified "in-town" connections to the eventual Root River Trail along Highway 16. This trail will connect to sidewalks and bike lanes along S. 14th Street. This connection will create a connection to Oak Street/S. 14th Street. A multi-use trail is proposed for the west side of Highway 16 from South 3rd to South 14th Street. That trail will connect to a recently approved 10' trail from South 14th to the Kistler Mobile Home Park.

The city staff is requesting a motion to approve the attached resolution.

Attachment: Resolution

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

Attachment B

RESOLUTION NO. 3-25-13

A RESOLUTION AUTHORIZING SUBMITTAL OF AND SPONSORSHIP OF A MINNESOTA DEPARTMENT OF NATURAL RESOURCES LOCAL TRAIL CONNECTIONS PROGRAM GRANT APPLICATION FOR THE CITY OF LA CRESCENT, MN

WHEREAS the City of La Crescent supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program. The application is to construct 1,000 feet of paved trail for La Crescent's Recreational Trail System. The trail is located within Abnet Field park and connects residential areas to Abnet Field, the Community Ice Arena, and the city connections to the Wagon Wheel Trail and the future connections to the Root River State Trail system; and

WHEREAS the City of La Crescent recognizes that it has secured \$ _____ in non-state cash matching funds for this project.

NOW, THEREFORE, BE IT RESOLVED, if the City of La Crescent is awarded a grant by the Minnesota Department of Natural resources, the City of La Crescent agrees to accept the grant award and may enter into an agreement with the State of Minnesota for the above referenced project. The City of La Crescent will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement; and

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Local Trail Connection Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award; and

BE IT FURTHER RESOLVED, the City Council of the City of La Crescent names the fiscal agent for the City of La Crescent for this project as:

Kara Tarrence, Director of Finance
City of La Crescent
315 Main Street
La Crescent, MN 55947
ktarrence@cityoflacrescent-mn.gov (507) 895-2069

BE IT FURTHER RESOLVED, the City of La Crescent hereby assures the La Crescent Abnet Field Park/Community Ice Arena Recreational Trail will be maintained for a period of no less than 20 years.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LA CRESCENT THIS 24TH DAY OF MARCH, 2025.


City of La Crescent

Mikel Poellinger, Mayor

Attest: _____
Angie Boettcher, City Clerk

#3.10



TO: Honorable Mayor and City Council Members
FROM: Chris Fortsch, Administrative Assistant 
DATE: March 17, 2025
RE: Gambling Permit Application

The City has received the following gambling permit application:

1. Onalaska Foundation for Educational Excellence – raffle date is January 17, 2026.

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

3-11



TO: Honorable Mayor and City Council Members
FROM: Chris Fortsch, Administrative Assistant *Chris*
DATE: March 17, 2025
RE: 2025 License Renewal

The City has received the following 2025 license renewal:

1. G & T Heating and Air Conditioning LLC – gas installers license

The application appears to be in order, and I would suggest that the City Council approve the license renewal application for 2025.

#3.12



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: March 19, 2025
RE: Personnel Committee Recommendation

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

- The Personnel Committee is recommending that the City Council approve the internal posting of the position of Assistant Fire Chief in the La Crescent Fire Department. A letter from the Fire Chief regarding this recommendation is included.



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

From: Chief Josh Tarrence

Date: March 12th, 2025

RE: Permission Request to Hire Assistant Chief

With the recent appointment of myself to Fire Chief, the department now has a vacancy at the Assistant Chief position. I am requesting permission to open the internal recruitment process to fill the vacancy. The goal would be to complete recruitment, conduct interviews, and make a hiring recommendation to the Personnel Committee and City Council for consideration at the April 28th, 2025, City Council meeting.

Thank you for your attention and support.

Respectfully,

A handwritten signature in black ink, appearing to be "Josh Tarrence", written in a cursive style.

Josh Tarrence
Fire Chief
La Crescent Fire Department

#6.1

LA CRESCENT POLICE
DEPARTMENT IS
HOSTING A:

Community Conversation Night

An opportunity for community residents to have a constructive conversation about their concerns around individuals who are subject to registration with law enforcement



Where: La Crescent Community Center (336 S 1st St, La Crescent, MN)



When: April 2nd, 2025 at 5:30 PM



Who: City and County Law Enforcement Officials



Special Presenters from the Minnesota Department of Corrections - Risk Assessment and Community Notification Unit



**La Crosse County Convention & Visitors Bureau
Board Meeting
Explore La Crosse Office
123 7th Street South
Tuesday, March 18, 2025
8:00 a.m.**

Board of Directors: Jen Burch, Chair; Pete Boese, Vice Chair; Chris Roderique, Treasurer; Ryan Johnson, Secretary; Dave Ring, Pat Stephens, Nathan Franklin, Patrick Barlow, Dan Stevens, Barb Janssen, Cherryl Jostad, Dan Wick, Kalynn Kruger, Jay Patel, Ashley Santolin, Dan Kapanke, Kapena Faitau, Vicki Markussen, Brody Meier, Billy Bergeron, David Pierce, Nadia Turner, Austin Wells & Stephanie Pope

Ad Hoc: Kathleen Pielhop (DMI), Lauren Harris (La Crosse Chamber), Jay Odegaard (City of La Crosse Parks and Rec), Elizabeth Poh (La Crosse Center), Brian Meeter (La Crescent Chamber), Debbie Hosch (La Crescent Area Event Center)

Executive Director: A.J. Frels

AGENDA

1. **Call to Order**
2. **Introductions** – Kathleen Pielhop, with DMI
3. **Vision, Mission and Values**
4. **Consent Items**
 - a. **Board Minutes**
February 2025
 - b. **Financial Committee**
Minutes
March 2025
Statements
February 2025
 - c. **Community Updates**
5. **Presentation** - Haleigh Doyle, Director of Marketing & Community Relations
6. **Executive Director's Report** – A.J. Frels
7. **Community Partners Update**

- a. DMI
- b. La Crescent Chamber
- c. La Crosse Chamber

8. Event Center Updates

- a. La Crescent Area Event Center
- b. La Crosse Center
- c. Omni Center

9. Committees

- a. Grants/Membership - Pat Stephens
- b. Convention/Sales – Jen Burch
- c. Marketing/Media - Jay Patel
- d. Belonging and Mattering Committee – Jen Burch

10. Old Business

- a. 2025 Strategic Plan
- b. Storage Facility Update
- c. Board Social with the Loggers - Set for July 8 at 6:35 p.m.
- d. Video Promotion

11. New Business

- a. Trolley Sponsor Sell Sheet
- b. Glossary of Tourism Terms

12. Adjournment

The Next Scheduled Board Meeting is scheduled for April 15, starting at 8:00 a.m. at the LCCVB Office at 123 7th Street South, La Crosse.

Celebrating Staff Birthdays and Anniversaries

Birthdays

None

Explore La Crosse Employment Anniversaries

None



LA CROSSE COUNTY CONVENTION & VISITORS BUREAU
BOARD MEETING

February 20, 2025– 8:00 a.m.

Board Members:

Present: Jen Burch, Pete Boese, Chris Roderique, Ryan Johnson, Dave Ring, Dan Wick, Dan Kapanke, Brody Meier,

Ashley Santolin, Barb Janssen, Cherryl Jostad, Austin Wells, Dan Stevens, Patrick Barlow, David Pierce, Nathan Franklin, Kalynn Krueger, Pat Stephens, Jay Patel, Billy Bergeron

Excused: Beth Franklin, Brian Meeter, Jay Odegaard, Debbie Hosch, Mary Larson, Elizabeth Poh

Absent: Stephanie Pope, Kapena Faitau

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.

Introduction-Kaytlin Nething, Membership & Grants Manager

Zartico Annual Report given by Stephanie Reitter. A copy of the report reviewed by Stephanie was included in the meeting packet for review. The report included tourism data analysis from 2024.

Consent Items:

MOTION: to approve the Board minutes-January 2025, Finance February 2025 Minutes, Statements January 2025, and Community Updates. (D. Pierce, B. Meier) Carried.

EXECUTIVE DIRECTOR REPORT:

- Kaytlin and AJ attended the West Salem Business Association annual dinner and meeting on February 6th.

-On January 22nd Erik and AJ met with representatives from the owners group of the previous Holiday Inn downtown to discuss the hotel's design concept.

-AJ gave an Explore La Crosse update at the Holmen Village council. The information was well received, and AJ showed the council the new video.

-AJ informed the team about the decision to cancel Frothbite, and they all agreed it was the correct decision for the organization.

-The speaker for this month's North La Crosse Business Association was Dave Ring. He gave an update on the new store located on George Street.

-Haleigh began pursuing a JEM Grant for the It's In Our Nature campaign, and after a conversation with Andrew Nussbaum, Regional Tourism Specialist for our region, it was decided the application would be better suited to promote the region during the shoulder season and to submit the application for Q4 of 2025 and Q1 of 2026.

-The new educational videos have been distributed to the board community leaders and the County Economic Development Fund Committee.

-The area and Mt. La Crosse hosted the WIARA State Ski & Snowboard Championships on February 14-16. Thank you to Jeremiah and Dayle for spending the weekend at the event and representing Explore La Crosse.

COMMITTEE REPORTS:

Membership - Reports were distributed. Revenue for January 2025 was \$10,831.75 budgeted for \$14,000.00

Grants- Reports were distributed. Thus far, \$2,500 has been awarded in grants.

Convention/Sales- The Impact meeting was held on January 22 at the La Crosse Center. The presenter at the meeting was Crystal DuPont of the Wisconsin Department of Transportation. The next meeting will be held on March 13th.

Marketing/Media-the homepage of the newly designed website has been approved, and the content for the webpages are being worked on at this time.

Belonging and Mattering Committee- The next meeting will be held on April 9th.

OLD BUSINESS:

- Trolley Update: photos of the trolley with newly applied graphics applied by Signarama was included in the packet. Sponsorship opportunities are being planned out at this time.

-Pattie Barra: of Oktoberfest will be a new member of the Membership & Grants committee.

-Vision and Mission Statements: discussion was to remove the first comma in the Mission Statement. The Final Vision and Mission Statements as follows.

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.

MOTION: To approve the Vision and Mission Statements as presented. (D. Stephens, C. Jostad) Carried.

- Storage Facility discussion regarding options available for purchase. All were in agreement that the storage unit presented for purchase was a good fit for the space needed.

MOTION: To approve moving forward with the purchase of the storage unit north of Holmen priced at \$243,000 and use the \$100,000 maturing CD for the downpayment, and finance the remainder. (D. Wick, B. Meier) Carried.

NEW BUSINESS:

- Marketing and Membership Programs and Flyers-documents were provided in the meeting packet.

-Kiosk at the La Crosse Center: working with a shop class at Western to build a platform with casters to move the kiosk from south hall lobby into the main lobby.

-Adjusted 2025 Budget: AJ presented the adjusted budget to account for changes including the Trolley, Frothbite, and marketing.

MOTION: To approve adjusted 2025 budget as presented. (D. Stephens, P. Stephens) Carried.

Meeting adjourned at 9:27am.

Next Board Meeting: March 18 at 8:00am.

Respectfully submitted, Michelle Hoch

WIESER PARK PAVILION

THE FIRST 18 MONTHS

