

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
APRIL 28, 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 – APRIL 14, 2025
- 1.2 MINUTES – APRIL 21, 2025
- 1.3 BILLS PAYABLE THROUGH APRIL 25, 2025

2. PUBLIC HEARING/MEETING

5:30 – LOCAL BOARD OF APPEAL & EQUALIZATION MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 LEASE AGREEMENT – HEALTHY COMMUNITY PARTNERSHIP
- 3.2 INSTALL MISSISSIPPI RIVER BUOYS
- 3.3 MEMORIAL DAY 2025 EVENT INFORMATION
- 3.4 CONSERVATION PARTNERS LEGACY GRANT AGREEMENT – STONEY POINT
- 3.5 CONSERVATION PARTNERS LEGACY GRANT AGREEMENT – BLUFFLANDS AREAS
- 3.6 SOLAR ON PUBLIC BUILDINGS GRANT APPLICATION
- 3.7 PROCLAMATION – NATIONAL BIKE MONTH
- 3.8 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.9 LETTER OF SUPPORT – NEWSPAPER LEGISLATION
- 3.10 NO PARKING ORDINANCE
- 3.11 DONATION RESOLUTION
- 3.12

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4. UNFINISHED BUSINESS

4.1

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

- 6.1 RIBBON CUTTING – CANOE/KAYAK ACCESS
- 6.2 PINE CREEK STREAM RESTORATION PROJECT –
INFORMATIONAL SESSION
- 6.3 EXPLORE LA CROSSE
- 6.4 2025 SPRING NEWSLETTER
- 6.5

7. CORRESPONDENCE

7.1

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
APRIL 14, 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 April was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, April 14, 2025.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Public Works Director Tyler Benish, Library Director Jess Witkins, 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 – MARCH 24, 2025
- 1.2 BILLS PAYABLE THROUGH – APRIL 11, 2025

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

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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

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

ITEM 3.1 – 2024 LIBRARY ANNUAL REPORT

City Library Director Jess Witkins reviewed with City Council the 2024 Library Annual Report. This was informational only; no action was taken.

ITEM 3.2 – LIBRARY – SUMMER READING PROGRAM REQUEST

City Library Director Jess Witkins made a request to City Council for use of the city's green space behind the library and partial or full use of the city parking lot during the library's Summer Reading Program on the following dates: Monday, June 16th, 2025 from approximately 1:00pm-6:00pm, Saturday, June 28th, 2025 from approximately 8:00am-2:00pm, and Friday, July 25th, 2025 from approximately 12:00pm-9:00pm. In case of rain the request would be for use of the La Crescent Community Building. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE USE OF THE CITY'S GREEN SPACE BEHIND THE LIBRARY, THE CITY PARKING LOT, AND THE COMMUNITY BUILDING (IN CASE OF RAIN) FOR THE LIBRARY'S SUMMER READING PROGRAM ON THE DATES AND TIMES 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 3.3 – AGENDA REQUEST – APPLEFEST 2025

City Council reviewed requests from the 2025 Applefest Board for use of city staff, parks, facilities, and resources to execute the 2025 La Crescent Apple Festival to be held from September 19-21, 2025. 2025 Board president Allie Benish was in attendance. Requests were as follows:

PARADES (with corrected dates) as follows:

The Light Up La Crescent parade to be held on Thursday, September 18th at approximately 7:30 pm, the Kiddie Parade to be held on Saturday, September 20th at noon, and the 77th King Apple Parade to be held on Sunday, September 21st at 1:00 pm. Parade routes were also included with the request. Following discussion, Member Jostad made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE 2025 LA CRESCENT APPLEFEST BOARD REQUEST TO HOST THREE 2025 APPLEFEST PARADES (WITH CORRECTED DATES), TIMES, AND ROUTES 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.

PARKS/OTHER FACILITIES

The use of Abnet Field from September 15th-22nd for the Fest Grounds and Carnival, the Wieser Pavilion on September 18th from 1:00pm-5:00pm for a Euchre Tournament, the Event Center Parking Lot nearest to TimeOut Tavern on September 18th after the "Light Up La Crescent" parade for a Parking Lot Party (details were included), the Wieser Pavilion on September 19th from 1:00pm-5:00pm for BUNCO, and Veteran's Park on September 20th for a Kickball Tournament. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2025 LA CRESCENT APPLEFEST BOARD REQUEST TO UTILIZE CITY PARKS AND FACILITIES ON DATES AND TIMES AS STATED DURING THE 2025 APPLEFEST.

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.

TEMPORARY LIQUOR LICENSES

The approval of three temporary liquor licenses for the King Apple Tent from September 18th-21st, The Pre-Parade Party (in conjunction with La Crescent Live) on September 18th, and the Kickball

Tournament on September 20th. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE REQUEST FROM THE 2025 APPLEFEST BOARD FOR THREE TEMPORARY LIQUOR LICENSES DURING THE APPLEFEST ACTIVITIES 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.

CITY STAFF/RESOURCES

Request for at least eight picnic tables, more if possible, delivered to the fest grounds on the morning of Thursday, September 18th and picked up on the morning of Monday, September 22nd. The assistance from city staff to prepare the carnival area, install signs, stakes, fencing, a water line for the King Apple Tent, use of city garbage cans, picnic tables, a trailer, help barricade the stage, install signs on the route for the King Apple Parade, and use of eight golf carts for the preparation of the King Apple Parade. The use of city staff to make sure bases at Veteran's Park field are installed by Saturday, September 20th. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE REQUEST FROM THE 2025 APPLE FEST BOARD FOR THE CITY TO PROVIDE ASSISTANCE FROM CITY STAFF AND USE OF RESOURCES FOR APPLEFEST 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 3.4 – PLANNING COMMISSION MINUTES – 1/1/2025

City Administrator Bill Waller reviewed with City Council the April 1, 2025, Planning Commission Minutes. Item 4 of the minutes was an application for an Administrative Subdivision for the property of 609 Royal Court. The property owner also owns the adjoining property and requested to move the northwest property pin 10 feet onto the adjoining property to get better access to plant trees. A motion was carried by the Planning Commission recommending that the City Council approve the Administrative Subdivision application with the following conditions and finding of facts:

Conditions:

1. The applicant is responsible for utility hook ups and relocating or adding any utility easements.
2. The applicant shall work with the utility companies for any well-defined easements that will be required, and that the property description is recorded.
3. The applicant shall record the deed and accompanying survey in the office of the County recorder within ninety (90) days.
4. The Applicant will abide by all representations made by the Applicant, or their agents made during the permitting process, to the extent those representations were not negated by the Planning Commission or City Council and to the extent they are not inconsistent with the spirit or letter of explicit condition of the application.
5. The Applicant complies with all applicable federal, state, and local regulations.

Findings of fact:

1. The Administrative Subdivision conforms to all requirements for lots within a CDD Conservation Development District and the applicant has demonstrated by survey that they comply with the requirements.
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. The property owner proposes to use the property in a reasonable manner permitted by the zoning ordinance.
4. The lot boundary line adjustments/lot split will not alter the essential character of the locality.

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

MOTION TO APPROVE THE ADMINISTRATIVE SUBDIVISION APPLICATION BY THE PROPERTY OWNER OF 609 ROYAL COURT WITH THE STATED CONDITIONS AND FINDING OF FACTS.

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

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

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

ITEM 3.5 – RESOLUTION – CALL FOR PUBLIC HEARING – ESTABLISH TAX INCREMENT FINANCING DISTRICT

City Administrator Bill Waller reviewed information regarding the establishment of a tax increment project. Bob Radecki (in attendance), Mike Bentzen, and John Radecki (in attendance) have signed a purchase agreement for the commercial property at 338 Main Street. The developers intend to demolish the existing structure and construct a new 2-story building on the site with commercial space on the first floor and three or four apartments on the second floor. The developers are proposing the project cost of \$1,665,000 and would generate a preliminary estimate of approximately \$292,000 (present value) in tax increment financing benefits generated over a 15-year period of time that would be eligible to be reimbursed to the developer for qualifying project expenditures, with interest payable at an estimated five percent (5%). This is a preliminary amount that is subject to change based on updated information, including 2025 tax rates from Houston County. Expenditures eligible for reimbursement include property acquisition, building demolition, and site and utility improvements related to new construction. To proceed with the project, it was recommended that City Council approve the following:

1. Approve the financial planning agreement with Northland Securities to establish the tax increment financing district. The developers have agreed to reimburse the City \$6,187 for one half of the cost of the services outlined in the financial planning agreement. A copy of the agreement was included.

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

MOTION TO APPROVE THE FINANCIAL PLANNING AGREEMENT WITH NORTHLAND SECURITIES TO ESTABLISH THE TAX INCREMENT FINANCING DISTRICT WITH THE DEVELOPERS REIMBURSING THE CITY \$6,187 FOR ONE HALF OF THE COST OF THE SERVICES OUTLINED IN THE FINANCIAL PLANNING AGREEMENT.

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.

2. Amend the City's 2025 City Council discretionary portion of the budget to include the City's portion of the costs associated with the project.

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

MOTION TO AMEND THE CITY'S 2025 CITY COUNCIL DISCRETIONARY PORTION OF THE BUDGET TO INLUDE THE CITY'S PORTION OF THE COSTS ASSOCIATED WITH 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.

3. Approve the resolution calling for a public hearing to be held at the June 23, 2025, City Council meeting to consider the establishment of the tax increment financing district.

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

RESOLUTION NO. 03-25-14

**RESOLUTION CALLING PUBLIC HEARING ON THE PROPOSED
MODIFICATION OF THE DEVELOPMENT PROGRAM FOR MUNICIPAL
DEVELOPMENT DISTRICT NO.1, THE PROPOSED ESTABLISHMENT OF
TAX INCREMENT FINANCING DISTRICT NO.1-10 WITHIN THE
DEVELOPMENT DISTRICT, THE PROPOSED ADOPTION OF A TAX
INCREMENT FINANCING PLAN RELATING TO THERETO, AND THE
PROPOSED ADOPTION OF A BUSINESS SUBSIDY**

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

1. **Public Hearing.** This Council shall meet on June 23, 2025, at approximately 5:00 p.m., to hold a public hearing on the proposed modification of the Development Program for Municipal Development District No. 1, the proposed establishment of Tax Increment Financing District No. 1-10 within the Development District, the proposed adoption of a Tax Increment Financing Plan relating to thereto, and the proposed adoption of a business subsidy, all pursuant to Minnesota Statutes, Sections 469.124 through 469.133 and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (the "Act"), and Minnesota Statutes, Sections 1161.993 to 1161.995.
2. **Notice of Hearing Filing of Program and Plan.** The City Administrator is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and by Minnesota Statutes, Section 1161.994, and to place a copy of the proposed modified Development Program, the proposed Tax Increment Financing Plan and the proposed business subsidy on file in the City Administrator's Office at City Hall and to make such copies available for inspection by the public.
3. **Consultation with Other Taxing Jurisdictions.** The City Administrator is hereby directed to mail a notice of the public hearing and a copy of the proposed Tax Increment Financing Plan for Tax Increment Financing District No. 1-10 to the Houston County Auditor and the Clerk of Independent School District No. 300 informing those taxing jurisdictions of the estimated fiscal and economic impact of the establishment of the proposed Tax Increment Financing District No. 1-10.

Adopted by the City Council of the City of La Crescent, Minnesota, this 14th day of April, 2025.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Langen and upon a roll call 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.

ITEM 3.6 – AGENDA REQUEST – UTV USAGE

City residents Steve Jansen, Ted Haerer, and Tammy Stremcha spoke to the City Council regarding UTV usage within the city. No action was taken.

ITEM 3.7 – COMMUNITY CONVERSATION NIGHT SUMMARY

City Council reviewed a summary from Police Chief Luke Ahlschlager of the Community Conversation Night that took place on April 2, 2025, at the La Crescent Community Building. This was informational only; no action was taken.

ITEM 3.8 – LA CRESCENT LIVE 2025 CONCERT SERIES REQUEST

City Council Member Teresa O'Donnell-Ebner excused herself and as a representative from the Lion's Club reviewed with City Council for approval the 2025 La Crescent Live Concert Series. The series consists of five free concerts, scheduled for Wednesday evenings on June 11th, June 25th, July 9th, July 23rd, and August 6th, with August 13th reserved as a rain date. Additionally, the organizers have proposed an extra concert on Thursday, September 18th, 2025, in conjunction with the USA Cycling Gravel National Event. The concerts will take place in the city-owned green space and parking lot behind City Hall and Library from 5:30pm-8:30pm with event setup beginning at 3:30pm. It was recommended that City Council approve the reserved use of the city-owned green space and Community Building for all dates, Police Department assistance, and Public Work assistance for the events. An outline of the requested assistance was included. Following discussion, Member Langen made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE 2025 LA CRESCENT LIVE CONCERT SERIES ON THE LOCATION, DATES AND TIMES AS STATED WITH ASSISTANCE FROM THE LA CRESCENT POLICE DEPARTMENT AND PUBLIC WORKS DEPARTMENT AS OUTLINED.

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
Dale Williams	Yes
Mike Poellinger	Yes

and Member O'Donnell-Ebner abstained. The motion was declared duly carried by a 4-0 vote.

ITEM 3.9 – AUTHORIZE EXPENDITURES – GOLF COURSE

Public Works Director Tyler Benish reviewed with City Council a request from Pine Creek Golf Course Superintendent Roy Lemke to bid for equipment on MN bid from a state-owned course for a green's mower and a workman chemical sprayer. The equipment was inspected, and it was recommended that City Council authorize the expenditure of up to \$28,500 with funds from the 2022 capital equipment certificate. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO AUTHORIZE PINE CREEK GOLF COURSE SUPERINTENDENT ROY LEMKE TO BID FOR A GREEN'S MOWER AND A WORKMAN CHEMICAL SPRAYER ON MN BID NOT TO EXCEED \$28,500 WITH FUNDS FROM THE 2022 CAPITAL EQUIPMENT CERTIFICATE.

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 – GOLF COURSE IMPROVEMENT PROJECT PROPOSALS

Public Works Director Tyler Benish reviewed with City Council a request from Pine Creek Golf Course Superintendent Roy Lemke for work to be completed at the golf course utilizing funds donated to the golf course by the estate of Philip and Eunice Dahlen for \$48,000. This donation was accepted by City Council at the January 13, 2025, meeting. City staff have met with the executors of the estate, and they would like to see the donation used to make a lasting impact on the golf course. An explanation of the scope of the work to be completed was included. Grading proposals for the projects were received from Bennet Bros. Dirt Works for \$7,540 and from Zenke, Inc. for \$12,160. A list of additional materials to be purchased and labor to be performed by golf course staff was also included. It was recommended that City Council approve the proposal from Bennet Bros. Dirt Works for \$7,540 and authorize the purchase of additional materials not to exceed the donated fund amount of \$48,000 to complete the projects as stated. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE PROPOSAL FROM BENNET BROS. DIRT WORKS FOR \$7,540 AND ADDITIONAL MATERIALS TO BE PURCHASED FOR IMPROVEMENT PROJECTS AT PINE CREEK GOLF COURSE AND AUTHORIZE UP TO THE \$48,000 IN FUNDS DONATED BY THE ESTATE OF PHILIP AND EUNICE DAHLEN TO COMPLETE THE PROJECTS.

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 – AUTHORIZE SALE OF EQUIPMENT

Public Works Director Tyler Benish reviewed with City Council for authorization the sale of an Iseki TS White Tractor and a PTO drive Auger and Auger bits. The equipment will be listed on MN Bid. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO AUTHORIZE THE SALE OF AN ISEKI TS WHITE TRACTOR AND A PTO DRIVE AUGER AND AUGER BITS ON MN BID.

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 – ARBOR DAY PROCLAMATION

City Council reviewed for approval the 2025 Arbor Day Proclamation for April 25th, 2025. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO PROCLAIM APRIL 25TH, 2025 AS ARBOR DAY IN THE CITY OF LA CRESCENT.

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 3.13 – 2025 BOARD OF APPEAL MEETING – INFORMATION

City Administrator Bill Waller reviewed with City Council that the 2025 Board of Appeal Meeting will be held during the City Council meeting at the La Crescent Community Building on Monday, April 28th at 5:30pm. This was informational only; no action was taken.

ITEM 3.14 – PARK & RECREATION COMMISSION MINUTES – 3/18/2025

City Administrator Bill Waller reviewed the March 18th, 2025, Park and Recreation Commission minutes with City Council. In Item 6 of the minutes, the Commission recommended that the City Council evaluate

the possibility of enclosing one or both sides of the existing shelter at Old Hickory Park built by the Lions Club in 2008 to provide additional indoor/all-season space for the community. It was recommended that City Council authorize the Mayor and City Staff to meet with representatives of the Lions Club to discuss the proposed improvement project. Following discussion, Member Langen made a Motion, seconded by Member Williams as follows:

MOTION TO AUTHORIZE THE MAYOR AND CITY STAFF TO DISCUSS ENCLOSING ONE OR BOTH SIDES OF THE EXISTING SHELTER AT OLD HICKORY PARK WITH REPRESENTATIVES FROM THE LIONS CLUB.

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 3.15 – BIG BIKES FOR LITTLE TIKES EVENT REQUEST

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting approval for 95.7 The Rock to host a Big Bikes for Little Tikes event at Schmitt's TimeOut Tavern on Saturday, May 17th, 2025, from 3:00pm-5:00pm. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE 95.7 THE ROCK TO HOST A BIG BIKES FOR LITTLE TIKES EVENT TO BE HELD AT SCHMITT'S TIMEOUT TAVERN ON SATURDAY, MAY 11TH, 2025 FROM 3:00PM – 5:00PM.

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.

ITME 3.16 – CALL FOR SPECIAL COUNCIL MEETING

City Attorney Skip Wieser recommended that City Council call for a special City Council meeting on Monday April 21, 2025, at 5:00pm at the La Crescent Community Building for the purpose of reviewing a recent lawsuit filed against the city and to assert client-attorney privilege and consider closing the meeting to the public to preserve that privilege. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO CALL FOR A SPECIAL CITY COUNCIL MEETING ON MONDAY APRIL 21, 2025, AT 5:00PM AT THE LA CRESCENT COMMUNITY BUILDING FOR THE PURPOSE OF REVIEWING A RECENT LAWSUIT FILED AGAINST THE CITY AND TO CLOSE THE MEETING TO THE PUBLIC TO PRESERVE THE CLIENT-ATTORNEY PRIVILEGE.

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.

7. HOUSTON COUNTY

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

8. CHAMBER OF COMMERCE

Chamber of Commerce representative Tammy Stremcha was in attendance and provided an update.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES:

6.1 GREENSTEP MINUTES – MARCH 12, 2025

City Council reviewed the March 12, 2025, GreenStep Committee meeting minutes.

6.2

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

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

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

APPROVAL DATE: _____.

SIGNED:

Mayor

ATTEST:

City Administrator

MINUTES, SPECIAL CITY COUNCIL MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
APRIL 21, 2025

Pursuant to due call and notice thereof, the Special City Council of the City of La Crescent was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, April 21, 2025.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Mayor Mike Poellinger, and Member Dale Williams arrived at 5:04 pm. Members absent: None. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Attorney Kayla Schmitz, and City Clerk Angie Boettcher.

ITEM 4

Mayor Poellinger addressed this agenda item and requested a motion to close this meeting pursuant to Minnesota Statute Section 13D.05, subd. 3(b) for purposes of preserving attorney-client privilege and discussing in a confidential matter with City Attorney active litigation in the matter of Gregory M. Meinertz, Rebecca M. Wolf v. Town of La Crescent, a/k/a La Crescent Township, a Minnesota Municipal Corporation, City of La Crescent, a Minnesota Municipal Corporation, Houston County Case No. 28-CV-24-518. At 5:04 PM Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

A MOTION TO CLOSE THIS MEETING PURSUANT TO MINNESOTA STATUTE SECTION 13D.05, SUBD. 3(B) FOR PURPOSES OF PRESERVING ATTORNEY-CLIENT PRIVILEGE AND DISCUSSING IN A CONFIDENTIAL MATTER WITH CITY ATTORNEY ACTIVE LITIGATION IN THE MATTER OF GREGORY M. MEINERTZ, REBECCA M. WOLF V. TOWN OF LA CRESCENT, A/K/A LA CRESCENT TOWNSHIP, A MINNESOTA MUNICIPAL CORPORATION, CITY OF LA CRESCENT, A MINNESOTA MUNICIPAL CORPORATION, HOUSTON COUNTY CASE NO. 28-CV-24-518.

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.

City Council went into Closed Session.

At 5:45 PM, Member Williams made a motion, seconded by Member Langen, as follows:

MOTION TO END CLOSED SESSION AND RECONVENE 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.

The Closed Session ended and City Council resumed the agenda.

Upon reconvening the meeting, City Attorney Wieser reviewed with City Council that because this case is currently in formal litigation it should not be discussed with any interested parties that may reach out to them regarding the case, instead refer those individuals to City Administrator Bill Waller. City Attorney request authorization from the Council to join La Crescent Township (Dual Representation) in dismissing the lawsuit and to have Iverson Reuvers to represent the City. City Attorney will continue to be involved with Iverson Reuvers on behalf of the City.

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

MOTION TO DIRECT CITY ATTORNEY TO JOIN THE LA CRESCENT TOWNSHIP IN THE REQUEST FOR DISMISSAL OF THE CASE.

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.

A motion was recommended authorizing Attorney Wieser to engage the Iverson Reuvers firm at \$277 per hour for partner time and \$245 per hour for associate time to assist as necessary as the case moves forward.

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

MOTION TO AUTHORIZE CITY ATTORNEY TO HIRE IVERSON REUVERS AT \$277 PER HOUR FOR PARTNER TIME AND \$245 PER HOUR FOR ASSOCIATE TIME TO REPRESENT CITY IN PENDING LITIGATION (HOUSTON COUNTY CASE NO. 28-CV-24-518).

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

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

Mike Poellinger Yes

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

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:47 P.M.

APPROVAL DATE: _____

SIGNED: _____

Mayor

ATTEST:

City Administrator

1.3

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AMAZON CAPITAL SERVICES						
11RX-YGC9-7FM	PARKS - EYEWASH STATION MAINT	04/11/2025	118.83	.00		
13R3-3LDJ-KDC	LIBRARY - BOOKS GRANT FUNDED	04/20/2025	15.29	.00		
13WD-3TQQ-PT	LIBRARY - BOOKS GRANT FUNDED	04/13/2025	47.09	.00		
14DM-N4KT-HVX	GC - OFFICE SUPPLIES	04/11/2025	47.70	.00		
14DM-N4KT-HVX	GC - CLEANING SUPPLIES	04/11/2025	208.36	.00		
17KF-K14J-FQ3F	LIBRARY - BOOKS GRANT FUNDED	04/22/2025	72.11	.00		
19WH-QQVM-73	LIBRARY - BOOKS	04/24/2025	13.29	.00		
1CKT-K4JL-6QM	LIBRARY - BOOKS GRANT FUNDED	04/22/2025	30.54	.00		
1DRM-PJRL-XR	LIBRARY - OFFICE SUPPLIES	04/21/2025	15.99	.00		
1KFM-N47G-JM	FD - BATTERIES FOR EMERGENCY EXIT LIGHTING	04/15/2025	72.87	.00		
1KLH-6N4Q-3W	FD - OFFICE SUPPLIES	04/14/2025	101.99	.00		
1KW7-FM7Y-FQ	LIBRARY - OFFICE SUPPLIES	04/18/2025	64.95	.00		
1LYM-Q7XW-4M	LIBRARY - OFFICE SUPPLIES	04/17/2025	22.78	.00		
1N6Q-C6RR-GT	POOL - OFFICE SUPPLIES	04/15/2025	20.99	.00		
1RMG-W94C-3L	PARKS - CLEANING SUPPLIES	04/14/2025	428.38	.00		
1RMG-W94C-3L	PARKS- BATHROOM SIGNS	04/14/2025	37.10	.00		
1RMG-W94C-GJ	POOL - CLEANING SUPPLIES	04/15/2025	65.44	.00		
1RMG-W94C-GJ	POOL - OFFICE SUPPLIES	04/15/2025	85.62	.00		
1TVP-C6DD-77R	PARKS - SAFETY SUPPLIES	04/14/2025	99.69	.00		
1VQ7-YPWX-RL	LIBRARY - BOOKS	04/23/2025	19.10	.00		
1WR6-XDTV-7G	WATER PLANT - FILTER	04/10/2025	25.01	.00		
1XMC-RQWY-6F	LIBRARY - BOOKS GRANT FUNDED	04/22/2025	13.31	.00		
1XNJ-P11H-CMF	GC - OFFICE SUPPLIES	04/11/2025	69.14	.00		
1Y46-J7CP-71TL	PARKS - WINDSHIELD WIPERS FOR BOBCAT	04/10/2025	81.98	.00		
Total 9956:			1,777.55	.00		
ANCHOR SOLAR INVESTMENTS LLC						
#66	ANIMAL RESCUE - SOLAR	04/01/2025	206.37	.00		
#66	MAINTENANCE BLDG - SOLAR	04/01/2025	402.46	.00		
#66	RADIUM PLANT - SOLAR	04/01/2025	402.46	.00		
Total 9859:			1,011.29	.00		
BLUE CROSS BLUE SHIELD MINNESOTA						
5/25 STMT	EMPLOYER PAID HEALTH - CLERK	04/22/2025	1,408.59	1,408.59	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - FD	04/22/2025	74.14	74.14	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - LIBRARY	04/22/2025	633.72	633.72	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - LICENSE BUREAU	04/22/2025	1,867.42	1,867.42	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - PARKS	04/22/2025	451.13	451.13	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - PD	04/22/2025	13,055.19	13,055.19	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - REC	04/22/2025	99.82	99.82	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - SEWER	04/22/2025	526.02	526.02	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - STREET	04/22/2025	1,186.13	1,186.13	04/22/2025	
5/25 STMT	EMPLOYER PAID HEALTH - WATER	04/22/2025	871.33	871.33	04/22/2025	
5/25 STMT	HEALTH INSURANCE WITHHELD	04/22/2025	3,165.78	3,165.78	04/22/2025	
Total 9672:			23,339.27	23,339.27		
BREYER'S SALES AND SERVICE INC						
15717	FD - CHAINSAW REPAIR CREDIT	04/01/2025	55.99-	.00		
20015	FD - CHAINSAW REPAIR	03/19/2025	141.92	.00		
20028	FD - CHAINSAW REPAIR	03/24/2025	147.98	.00		
20064	FD - CHAINSAW REPAIR	03/31/2025	9.49	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 131:			243.40	.00		
CITY TREASURER'S OFFICE						
201999 - MARCH	WASTEWATER TO LA CROSSE	03/31/2025	30,369.41	.00		
Total 1086:			30,369.41	.00		
CORKY'S PIZZA & ICE CREAM						
4/16/25	PROJECT MEETING LUNCH	04/16/2025	54.20	.00		
Total 241:			54.20	.00		
DECKER DESIGN INC.						
41983	FD- BUILDING MAINTENANCE	04/21/2025	290.70	.00		
Total 10266:			290.70	.00		
DENSTAD, RICK						
2175	SAND - OLD HICKORY VOLLEYBALL COURTS	04/21/2025	190.00	.00		
Total 8972:			190.00	.00		
DEPT OF NATURAL RESOURCES						
4/8/25-4/14/25	WEEKLY RECREATIONAL VEH. REGIST.	04/14/2025	958.60	958.60	04/18/2025	
Total 318:			958.60	958.60		
DIGICOM INC						
INV30274	WIRELESS CONNECTION AT COMM BLDG - 2025	04/11/2025	240.00	.00		
Total 347:			240.00	.00		
EFTPS - ELECTRONIC FEDERAL TAX						
4/11/25 P/R	FED/FICA/MEDICARE	04/15/2025	24,068.47	24,068.47	04/15/2025	
Total 1127:			24,068.47	24,068.47		
GRAF ELECTRIC, INC.						
24132	STREET LIGHT REPAIR - WALNUT & MAIN	03/31/2025	202.91	.00		
Total 619:			202.91	.00		
HAWKINS INC.						
7036050	WATER PLANT - CHEMICALS	04/15/2025	30.00	.00		
Total 512:			30.00	.00		
IMPERIAL DADE						
4365874	CITY HALL - CLEANING SUPPLIES	04/11/2025	51.84	.00		
4365874	PARKS - GLOVES	04/11/2025	84.69	.00		
4365874	STREETS - GLOVES	04/11/2025	84.70	.00		
Total 10243:			221.23	.00		
INNOVATIVE OFFICE SOLUTIONS						
IN4804681	PD - OFFICE SUPPLIES	04/02/2025	80.41	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9471:			80.41	.00		
INSTY-PRINTS OF LA CROSSE INC						
162308	POOL - REGISTRATION FORMS	04/09/2025	157.03	.00		
Total 807:			157.03	.00		
JOHNSON LIVINGS LLC						
1081	MAINT - SAFETY YELLOW WORK SHIRTS	04/09/2025	549.75	.00		
Total 10147:			549.75	.00		
LA CRESCENT AREA EVENT CENTER, INC.						
3/25 LODGING T	LODGING TAX - MARKETING & PROMO AGREEMENT	04/24/2025	894.94	.00		
Total 9810:			894.94	.00		
LA CRESCENT AUTO REPAIR, INC						
33024	PD - P21 VEHICLE MAINTENANCE	04/18/2025	67.67	.00		
33141	STREETS - BOBCAT TIRE REPAIR	04/18/2025	27.00	.00		
33383	PD- P19 VEHICLE MAINTENANCE	04/18/2025	45.82	.00		
Total 8168:			140.49	.00		
LA CRESCENT CHAMBER OF COMMERCE						
3/25 LODGING T	LODGING TAX - MARKETING & PROMO AGREEMENT	04/24/2025	894.94	.00		
Total 1142:			894.94	.00		
LA CRESCENT CONVENIENCE CENTER						
3/25 POLICE	PD - FUEL	03/31/2025	91.54	.00		
3/25 POLICE	PD - WASHER FLUID	03/31/2025	4.91	.00		
Total 10267:			96.45	.00		
LA CROSSE AREA CONVENTION AND						
3/25 LODGING T	LODGING TAX - MARKETING & PROMO AGREEMENT	04/24/2025	2,799.55	.00		
Total 9824:			2,799.55	.00		
LA CROSSE GLASS & OVERHEAD DOOR CO.						
354137	PUSH BUTTON FOR GARAGE DOOR AT WIESER PAVILIO	04/15/2025	41.00	.00		
Total 2471:			41.00	.00		
LA CROSSE SEED CORPORATION						
SI-2528492	GC - SEED FOR COURSE	04/14/2025	384.83	.00		
Total 1198:			384.83	.00		
LAXPRINT.COM						
8409	NEWSLETTER PRINTING	04/11/2025	1,859.04	.00		
Total 9554:			1,859.04	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
LEAGUE OF MN CITIES INS TRUST						
9586	PD - VEHICLE PROPERTY INSURANCE DEDUCTABLE	04/16/2025	1,000.00	.00		
Total 1116:			1,000.00	.00		
MENARDS-LA CROSSE						
11058	GC - SMALL TOOLS	03/31/2025	219.98	.00		
11058	GC - SAFETY EQUIPMENT	03/31/2025	46.91	.00		
11058	GC - EQUIPMENT MAINT	03/31/2025	79.62	.00		
11058	GC - CLEANING SUPPLIES	03/31/2025	15.79	.00		
11173	GC - SMALL TOOLS	04/03/2025	5.99	.00		
11173	GC - EQUIPMENT MAINT	04/03/2025	110.84	.00		
11421	MAINT - TRAILER REPAIR	04/10/2025	211.46	.00		
11555	GC - COURSE REPAIR	04/14/2025	88.75	.00		
11555	GC - EQUIPMENT MAINT	04/14/2025	42.75	.00		
11555	GC - GOLF CAR MAINT	04/14/2025	179.22	.00		
Total 1352:			1,001.31	.00		
MIDWEST FAMILY LACROSSE						
MCC-125035785	GC - RADIO ADS	03/31/2025	1,575.00	.00		
Total 10080:			1,575.00	.00		
MIDWEST MACHINERY CO.						
10375320	PARKS - MOWER PARTS	03/06/2025	776.60	.00		
Total 9837:			776.60	.00		
MIDWEST TAPE						
507015486	LIBRARY- MOVIES GRANT FUNDED	04/10/2025	20.24	.00		
507048053	LIBRARY- MOVIES GRANT FUNDED	04/17/2025	76.57	.00		
Total 9851:			96.81	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
4/11/25PR00156	MN CHILD SUPPORT	04/15/2025	497.46	497.46	04/15/2025	
Total 9597:			497.46	497.46		
MINNESOTA DEPT OF REVENUE						
4/11/25 P/R	MN STATE WHT	04/16/2025	4,102.00	4,102.00	04/16/2025	
Total 227:			4,102.00	4,102.00		
MINNESOTA ENERGY RESOURCES INC						
3/25 STMT	ANIMAL SHELTER - GAS UTILITIES	03/31/2025	115.28	.00		
3/25 STMT	ICE ARENA - GAS UTILITIES	03/31/2025	1,120.89	.00		
3/25 STMT	COMMUNITY BLDG - GAS UTILITIES	03/31/2025	346.96	.00		
3/25 STMT	POOL - GAS UTILITIES	03/31/2025	48.09	.00		
3/25 STMT	CONTROL BLDG - GAS UTILITIES	03/31/2025	103.30	.00		
3/25 STMT	PUMP HOUSE MCINTOSH	03/31/2025	64.84	.00		
3/25 STMT	PUMP HOUSE ORCHARDVIEW	03/31/2025	71.35	.00		
3/25 STMT	ABNET RESTROOMS - GAS UTILITIES	03/31/2025	157.27	.00		
3/25 STMT	MAINT BLDG - GAS UTILITIES	03/31/2025	519.86	.00		
3/25 STMT	LIBRARY - GAS UTILITIES	03/31/2025	86.72	.00		
3/25 STMT	CITY HALL - GAS UTILITIES	03/31/2025	182.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8171:			2,816.56	.00		
MINNESOTA STATE RETIREMENT SYS						
4/11/25 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	04/16/2025	4,347.50	4,347.50	04/16/2025	
Total 1285:			4,347.50	4,347.50		
MN POLLUTION CONTROL AGENCY						
2025 GILLETTE	GILLETTE WASTEWATER OPERATOR CERT RENEWAL	04/01/2025	23.00	.00		
Total 1316:			23.00	.00		
MN UNEMPLOYMENT INSURANCE						
CITY 1ST QTR 2	PARKS - UNEMPLOYMENT INSURANCE BENEFIT	04/08/2025	972.50	.00		
CITY 1ST QTR 2	STREET - UNEMPLOYMENT INSURANCE BENEFIT	04/08/2025	972.50	.00		
Total 1321:			1,945.00	.00		
MORRIS ELECTRONICS INC.						
13074	CISCO ANYCONNECT VPN LICENSES	04/04/2025	105.00	.00		
13076	LAPTOP FOR RECREATION DIRECTOR	04/04/2025	1,706.84	.00		
Total 10081:			1,811.84	.00		
MTI DISTRIBUTING INC						
1466208-00	GC - MOWER REPAIR	03/25/2025	17.84	.00		
Total 1330:			17.84	.00		
MUSIC IN MOTION						
NNO 2025	PD - DJ ENTERTAINMENT FOR NNO	04/14/2025	500.00	.00		
Total 9958:			500.00	.00		
NORTHERN BATTERY						
5793250414049	GC - BATTERY FOR GOLF CARS	04/14/2025	372.21	.00		
Total 1461:			372.21	.00		
NORTHERN BEVERAGE DISTRIBUTING						
1473555	GC - BEER FOR RESALE	04/17/2025	1,167.35	.00		
Total 2311:			1,167.35	.00		
PENDELTON TURF SUPPLY INC						
10827	GC - FERTILIZER	04/08/2025	2,240.00	.00		
Total 9169:			2,240.00	.00		
POINT C						
4/17/25 M. ERNS	MEDICAL REIMB P/R DEDUCTED- M. ERNSTER	04/21/2025	12.29	12.29	04/21/2025	
Total 10202:			12.29	12.29		
PUBLIC EMPLOYEES RETIREMENT						
4/11/25 P/R	RETIREMENT DEDUCT/CONTRIB-DCP	04/16/2025	220.00	220.00	04/16/2025	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4/11/25 P/R	RETIREMENT DEDUCT/CONTRIB-DCP	04/16/2025	16,882.66	16,882.66	04/16/2025	
Total 1612:			17,102.66	17,102.66		
SAFE-FAST, INC.						
INV306539	MAINT - SAFETY GLOVES	04/11/2025	92.05	.00		
Total 8644:			92.05	.00		
STREICHER'S						
I1756238	PD - UNIFORMS FOR LCPD RESERVE	04/10/2025	64.00	.00		
Total 1922:			64.00	.00		
ULINE						
191690671	PD - SAFETY EQUIPMENT	04/15/2025	213.60	.00		
Total 9422:			213.60	.00		
UNITED STATES POSTMASTER						
4/25 CYCLE 2 PA	PAST DUE WATER/SEWER - SEWER	04/18/2025	25.76	25.76	04/18/2025	
4/25 CYCLE 2 PA	PAST DUE WATER/SEWER - SEWER	04/18/2025	25.76	25.76	04/18/2025	
4/25 SPRING NE	NEWSLETTER POSTAGE	04/24/2025	790.02	790.02	04/24/2025	
Total 2102:			841.54	841.54		
WATER SYSTEMS CO.						
863416	LIBRARY - WATER DELIVERY	03/27/2025	46.75	.00		
866524	LIBRARY - WATER COOLER RENTAL	03/31/2025	8.00	.00		
Total 8605:			54.75	.00		
WHKS & CO.						
53892	MONTHLY STAFF MEETING	03/28/2025	354.00	.00		
53892	WIESER PARK COST OPTION	03/28/2025	240.00	.00		
53892	ABNET FIELD COST OPTION	03/28/2025	720.00	.00		
53892	MILEAGE	03/28/2025	98.00	.00		
53894	2025 SAFE ROUTES TO SCHOOL	03/28/2025	12,991.66	.00		
53934	SOUTH 6TH STREET	03/28/2025	9,044.32	.00		
53936	OAK STREET RECONSTRUCTION	03/28/2025	7,551.03	.00		
53937	ALLEY & SHORE ACRES PAVEMENT REHAB	03/28/2025	5,067.68	.00		
Total 8290:			36,066.69	.00		
XCEL ENERGY						
3/25 STMT	CITY HALL GREEN SPACE - 322 S 1ST	03/31/2025	19.95	.00		
3/25 STMT	UNIT STREET LIGHTS - 33 S WALNUT	03/31/2025	63.26	.00		
3/25 STMT	TENNIS COURT LIGHTS - 608 S 7TH ST	03/31/2025	1.95	.00		
3/25 STMT	NEW LACRESCENT SIGN - 209 S WALNUT	03/31/2025	3.61	.00		
3/25 STMT	SHORE ACRES - GINDER PUMPS	03/31/2025	210.35	.00		
3/25 STMT	ABNET FIELDS - 1323 SPRUCE	03/31/2025	20.49	.00		
3/25 STMT	WELL HOUSE - 200 STONEY POINT ROAD	03/31/2025	1,150.83	.00		
3/25 STMT	WWTP - 222 HWY 16	03/31/2025	327.84	.00		
3/25 STMT	RESERVOIR - 1026 CRESCENT HILLS	03/31/2025	12.16	.00		
3/25 STMT	BOOSTER STATION - 193 MCINTOSH E	03/31/2025	238.74	.00		
3/25 STMT	RADIUM PLANT - 722 N 2ND ST	03/31/2025	1,012.99	.00		
3/25 STMT	WELL #2 - 400 LARCH AVE	03/31/2025	837.90	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3/25 STMT	WELL #3 - 417 WALNUT PLACE	03/31/2025	1,389.93	.00		
3/25 STMT	LIFT STATION - 31 MCINTOSH E	03/31/2025	12.02	.00		
3/25 STMT	ICE ARENA - 520 S 14TH ST	03/31/2025	2,438.13	.00		
3/25 STMT	STREET LIGHTS - PO BOX 142	03/31/2025	7,225.44	.00		
3/25 STMT	SIGN LIGHT - 525 S S CHESTNUT	03/31/2025	10.28	.00		
3/25 STMT	FLAG LIGHT - 226 MAIN ST	03/31/2025	21.47	.00		
3/25 STMT	FLAG LIGHT - 202 MAIN ST	03/31/2025	6.67	.00		
3/25 STMT	LIBRARY - 321 MAIN ST	03/31/2025	207.24	.00		
3/25 STMT	CITY HALL - 315 MAIN ST	03/31/2025	593.45	.00		
Total 1410:			15,804.70	.00		
ZIEBELL'S HIAWATHA FOODS INC						
425387	GC - CLEANING SUPPLIES	04/10/2025	54.48	.00		
425387	GC - CHIPS, SNACKS, NUTS	04/10/2025	150.00	.00		
425387	GC - FOOD FOR RESALE	04/10/2025	132.41	.00		
425886	GC - CLEANING SUPPLIES	04/17/2025	58.93	.00		
425886	GC - CHIPS, SNACKS, NUTS	04/17/2025	40.61	.00		
425886	GC - FOOD FOR RESALE	04/17/2025	620.99	.00		
Total 2417:			1,057.42	.00		
Grand Totals:			186,495.64	75,269.79		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

5:30 Public Meeting

Notice of Local Board of Appeal and Equalization
Important Information Regarding Property Assessments
This may affect your 2026 property taxes

NOTICE IS HEREBY GIVEN, that the Board of Appeal and Equalization for the City of La Crescent in Houston and Winona County, Minnesota, will meet at the La Crescent Community Building 336 South 1st St., La Crescent, Minnesota, at 5:30 o'clock P.M., on Monday, the 28th day of April 2025.

The purpose of this meeting is to determine whether taxable property in the jurisdiction has been properly valued and classified by the assessor and to determine whether corrections need to be made.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board will review your assessments and may make corrections as needed. You must appeal to the local board of appeal and equalization before appealing to the county board of appeal and equalization.

Given under my hand this 27th day of March 2025.

Angie Boettcher
City Clerk
City of La Crescent

ASSESSMENT NOTICE

This may affect your 2026 property taxes.

NOTICE IS HEREBY GIVEN that the Board of Appeal & Equalization for the **City of La Crescent**, Winona County, Minnesota, will meet on **Monday, April 28, 2025** at **5:30 PM** at the Town Hall. The purpose of this meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the local Board of Appeal and Equalization. The board will review your assessments and may make corrections as needed. Generally, you must appeal to the local board before appealing to the county board of appeal and equalization.

Given under my hand this 26th day of February 2025.


Clerk



Houston County

2025

LOCAL BOARD OF APPEAL
AND EQUALIZATION,
CITIES AND TOWNSHIPS

PREPARED BY:

Houston County Assessor's Office
304 South Marshall Street
Caledonia, MN 55921
507-725-5801

Local Board of Appeal & Equalization Rules & Duties

- Can reduce the value of a property.
- Can add properties to the assessment list that have been omitted.
- Can add improvements to the assessment list.
- Can change the classification of an individual property.
- Can not consider 2025 or prior year property values.
- Cannot order percentage increases or decreases for an entire class of property.
- Cannot reduce the overall assessment of a single taxing jurisdiction by more than 1 percent. If individual property changes when combined result in more than a 1% change in a single jurisdiction, all changes are voided by the state.
- Cannot exempt property. (only the county assessor can)
- Cannot make changes benefiting a property owner who refuses entry by the assessor.
- Appeals must be based on facts not opinion. The property owner must present supporting evidence to convince the board that the current year's valuation or classification is incorrect. The supporting evidence can be presented in person, through a letter, or through an authorized representative.

Minnesota Department of Revenue Rules on Equalization

- Median sales ratios are used to set values when a valid sample is available.
- 6 sales in any taxing district in any property class are considered a valid sample.
- Jurisdictions without 6 sales are subject to review based on the median ratio of sales over the last 5 years.
- Reappraisal and Quintile are the only time individual property values may change, excluding new construction & classification changes
- Reappraisals and Quintile should result in an adjusted median sales ratio between 90 and 105 percent for each jurisdiction.
- Adjusted median ratios under 90 percent result in a state ordered value increase.
- Adjusted median ratios over 105 percent result in a state ordered decrease.
- The State may order farmland values be changed if border values are not within 10% of adjoining counties.
- State board value changes may not be appealed.

2026 Site and Land Values

Site Value Accounts For:

- Access - Well
- Cost of 1st Acre - Sewer
- Site Preparation - Electric
- Excavating - Utility Hook-ups Gas/LP

Site Classification	Site Value
SEPTIC & WELL / HOUSE-GARAGE	\$50,000
SEPTIC & SHARED WELL / HOUSE-GARAGE (ON SEPARATE PARCEL)	\$30,000
SEPTIC & SHARED WELL / TWO-HOUSES (ON SAME PARCEL)	\$60,000 (\$30,000 PER HOUSE)
WELL / AG BUILDINGS	\$30,000
WELL / NO BUILDINGS	\$30,000
NO WELL / AG BUILDINGS	\$15,000
SECOND WELL ON SITE	\$30,000 (\$60,000 TOTAL)
NO UTILITIES / CABIN	\$5,000
ROCK QUARRY SITE	\$50,000
SAND QUARRY SITE	\$50,000
SOIL QUARRY SITE	\$50,000

Land Classification	Land Value
TILLABLE LAND - 100 CER	\$10,200
TILLABLE LAND - 70 CER	\$7,100
TILLABLE LAND - 100 CER - GREEN ACRES / RURAL PRESERVE	\$10,200
TILLABLE LAND - 70 CER - GREEN ACRES / RURAL PRESERVE	\$7,100
PASTURE	\$3,600
PASTURE - GREEN ACRES / RURAL PRESERVE	\$3,600
WOODS	\$5,700*
WOODS - GREEN ACRES / RURAL PRESERVE	\$2,500
WOODS - 2C MANAGED FOREST LAND	\$5,700
WASTE	\$1,500
WASTE - GREEN ACRES / RURAL PRESERVE	\$1,500
WETLANDS	\$2,200
RIM (TEMPORARY)	\$2,200
RIM (PERPETUAL)	\$2,200
PERPETUAL EASEMENTS	\$2,200
NATIVE PRAIRIE EXEMPT	\$4,200
AG SITE ADDITIONAL ACRES	\$6,000
QUARRY ACRES	\$8,500

*La Crescent Township's woods value is \$5,985

Land Value Chart

Land Type	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Tillable - 100 CER	7,100	7,100	7,100	7,500	7,500	8,700	9,700	10,300	10,000	10,200
Tillable - 100 CER enrolled in Green Acres	7,100	7,100	7,100	7,500	7,500	8,700	8,400	10,300	10,000	10,200
Tillable - 70 CER (County Average)	4,970	4,370	4,370	5,250	5,250	6,090	6,400	6,750	6,500	7,100
Tillable - 70 CER (County Average) enrolled in Green Acres	4,970	4,370	4,370	5,250	5,250	6,090	5,600	6,750	6,500	7,100
Pasture	n/a	n/a	n/a	n/a	n/a	2,000	2,500	2,500	3,000	3,600
Pasture enrolled in Green Acres	n/a	n/a	n/a	n/a	n/a	2,000	2,500	2,500	3,000	3,600
Woods	2,600	2,600	2,600	2,900	2,900	3,300	3,800	3,800	4,200	5700*
Woods enrolled in Rural Preserve	1,000	1,000	1,000	2,200	2,000	2,000	2,500	2,500	2,500	2,500
Waste	2,600	2,600	2,600	2,900	2,900	2,000	1,400	1,400	1,500	1,500
Waste enrolled in Rural Preserve	1,000	1,000	1,000	2,200	2,000	2,000	1,400	1,400	1,500	1,500
Site with 1 acre, building, water, and sewer	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	50,000	50,000
Additional Rural RES or AG Site Acres	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	7,000	6,000

*La Crescent Township's woods value for 2026 is 5,985

Commercial Sales October 1, 2023 – September 30, 2024

Parcel	Seller	Buyer	Type	Sale Price	2026 EMV	*Ratio
Caledonia						
21.0051.000	All Season's Property Management LLC	Whiskers Von Chef LLC	CBD Shop	\$45,000	\$38,900	86.44%
21.0249.000	Felton Chevrolet of Caledonia	Robert S. Mierau and Greta L. Mierau	Auto Dealership	\$500,000	\$495,900	99.18%
Houston						
24.0054.000	Mound Prairie Mutual Ins Co	Derek B. Wallace and Brittany Wallace	Bike Shop	\$63,500	\$63,900	100.63%
La Crescent						
25.1257.000	Joseph H & Jane M Michalke	Copperhead Investments LLC	Auto Repair	\$338,100	\$277,000	81.93%

* Ratios include state time trend

Median 2026 92.81%

Apartment Sales October 1, 2023 – September 30, 2024

Parcel	Seller	Buyer	Type	Sale Price	2026 EMV	*Ratio
La Crescent						
25.1115.000	Joshua Marler	815 La Crosse LLC	Apartment	\$350,000	\$250,200	71.49%
25.0740.000	BTZ Properties, LLC	VSC Corporation, a Wisconsin Corporation	Apartment	\$1,750,000	\$1,879,900	107.42%

* Ratios include state time trend

Median 2026 89.45%

Locations With More Than 6 Sales Requiring Ratio Compliance By DOR

Location	Median Ratio With 2024 Values	Median Ratio With 2025 EMV Values	Sale Count
Brownville City Residential	81.00%	93.00%	6
Caledonia City Residential	83.00%	93.00%	25
Houston City Residential	83.57%	97.00%	13
La Crescent City Residential	81.00%	100.00%	61
La Crescent Township Residential	86.00%	98.00%	7
Spring Grove City Residential	81.00%	97.00%	15

La Crescent Township Sales

Parcel	Buyer	Seller	Date	Sale Price	EMV	Ratio
08.0777.000	Lee G. Mader	Paul P. & Pamela K. Albrecht	3/22/2024	\$600,000	\$507,400	85%
08.0548.000	Shaun Goodwin and Shelly Helland	Steven W & Gregory A Husman	9/11/2024	\$349,900	\$334,100	95%
08.0870.000	Evan A Mau & Jessica M Mau	William & Tammy Schmitz Trust	6/7/2024	\$920,000	\$885,700	96%
08.0116.000	Jeffrey C. & Danielle Janssen	Reed R. & Karla Ronnenberg	4/8/2024	\$409,900	\$401,200	98%
08.0316.000	Brennan Schulte	Rodger D. Olson Clarice A. Olson	5/10/2024	\$282,000	\$287,700	102%
08.0497.000	Ricky & Catherine Thompson	Darrell W. Hanson	3/26/2024	\$265,000	\$271,300	102%
08.0448.000	The Spiker Family Revocable Trust	Cindy Goede	10/27/2023	\$325,000	\$333,500	103%
					Median	98%

Houston City Sales

Parcel	Buyer	Seller	Date	Sale Price	EMV	Ratio
24.0152.000	James Wieser	Christian Conley	7/26/2024	\$170,000	\$134,500	79%
24.0153.000	Eric Lambrecht	Jason Sobotta	2/9/2024	\$295,000	\$294,600	100%
24.0207.000	Alec Francis	Heather Chapel	9/9/2024	\$150,350	\$160,700	107%
24.0231.000	Amber White	Roger Olsen	2/5/2024	\$94,500	\$134,700	143%
24.0232.000	Carter Weidemann	Jill Gibson	6/21/2024	\$84,840	\$94,700	112%
24.0272.000	Noemy Lopez	Annette Dulek	6/21/2024	\$190,000	\$148,800	78%
24.0295.000	Douglas Clark	Steven Boldt	5/17/2024	\$48,000	\$45,300	94%
24.0313.000	David Windyka	Royce Bergsgaard	4/29/2024	\$210,000	\$233,900	111%
24.0318.000	Cory Wood	Norman Van Loon	12/22/2023	\$235,000	\$180,400	77%
24.0367.000	Samantha King	Everette Long	6/6/2024	\$197,800	\$180,600	91%
24.0374.000	Rogeena Hurst	Nathan Bailey	4/30/2024	\$225,000	\$180,600	80%
24.0543.000	Wayne Feldmeier	Stacy Botcher	9/30/2024	\$300,000	\$245,400	82%
24.0551.001	Brian Jerviss	Daniel Krage	1/5/2024	\$180,000	\$203,400	113%
24.0054.000	Derek Wallace	Mound Prairie Mutual Insurance Company	10/13/2023	\$63,500	\$63,900	101%
24.0534.002	Green Terrace Properties, LLC	Eileen Loken	6/28/2024	\$520,000	\$516,100	99%
24.0592.000	Darrell Koehler	Kevin Knutson	7/2/2024	\$27,523	\$20,300	74%

Median 97%

La Crescent City Sales

Parcel	Buyer	Seller	Date	Sale Price	EMV Value	Ratio
25.0478.000	ERIK C JENSEN	ROTH K CLARK	5/28/2024	\$210,900	\$172,000	82%
25.0696.000	SCOTT P GREEN & TRACEY L BEST	CURTIS J & HEATHER E STOREY	2/21/2024	\$315,000	\$266,200	85%
25.1634.000	JULIE THOMPSON-HAKES FAMILY TRUST	GLORIA M FREESE	8/16/2024	\$349,900	\$303,700	87%
25.1813.000	NICHOLAS & CALLEY BORTZ	GENE R SCHELLHORN	10/6/2023	\$591,000	\$515,900	87%
25.0908.000	SARA M NOGLE & THOMAS J RAYGOR	RONALD P FORMAN	5/10/2024	\$242,000	\$212,200	88%
25.0490.001	RODGER D OLSON & CLARICE A OLSON	BEATRICE T SENN	5/10/2024	\$235,000	\$209,700	89%
25.1224.000	MAURICE BLACK & RHONDA BLACK	PETER A SHUFFLEBOTHAM	6/28/2024	\$322,500	\$288,300	89%
25.1042.000	DOUGLAS NEWMAN & DIANE NEWMAN	VENICE PROJECTS LLC	4/30/2024	\$300,000	\$269,500	90%
25.1037.000	JAY TOLLESON & ALLISON TOLLESON	KEVIN W & KYLA M CLAUER	5/16/2024	\$300,000	\$270,900	90%
25.0302.000	MC COY PROPERTIES LLC	LESLIE KLINSKI	7/2/2024	\$291,900	\$263,700	90%
25.0372.000	DONNA C JOHNSON	ARLIN D SORENSON LE	5/24/2024	\$250,000	\$227,400	91%
25.2291.000	JUSTIN B & AMI M RIGGERT	ALAN R WANDLING	12/15/2023	\$700,000	\$641,600	92%
25.0169.001	BRIAN & JENNIFER PETRY REVOCABLE LIVING TRUST	ZACHARY L CLARK	6/14/2024	\$275,000	\$254,200	92%
25.0826.000	JENNIFER S DOCKENDORFF & WILLIAM J KISTLER JR.	DILLON R MCKINNON &	4/23/2024	\$282,000	\$262,300	93%
25.1261.005	KENNETH J KROZEL JR.	PAUL R DAWSON	3/22/2024	\$295,000	\$275,200	93%
25.1128.000	SUSAN L BROWN	JOHN P DOERING & JANET MAURER	5/31/2024	\$273,000	\$255,000	93%
25.0504.000	CHARLOTTE SOBOTTA	ANDREW SEVERN	11/17/2023	\$300,000	\$283,800	95%
25.0857.000	ALYSSA R FRANK	ELLEANNA K GRAHAM	4/12/2024	\$240,000	\$227,300	95%
25.0044.000	BRYCAMBRIA PROPERTIES LLC	DOROTHY JEAN OLDENBURG	6/14/2024	\$225,000	\$214,000	95%
25.0126.000	THOMAS J POLLREIS & MEAGHAN E POLLREIS	SARA B HURLEY	8/30/2024	\$350,000	\$333,000	95%
25.2323.000	TODD A MAHR & SAMUEL W MAHR	LISA A TURNBULL	7/8/2024	\$389,900	\$371,200	95%
25.1642.000	KARLA RONNENBERG & REED RONNENBERG	LAWRENCE J & PAT L STRITTMATER	4/9/2024	\$385,000	\$367,100	95%
25.1030.000	CAITLIN DANSDILL & BROCK DANSDILL	ALLISON L FRAUENKRON & ZACHARY A BASHAW	5/10/2024	\$322,000	\$307,400	95%
25.2025.000	ERICA A ZELL & MICHAEL R ALLEN	PATRICIA S & MATTHEW S MASON	6/28/2024	\$505,000	\$490,100	97%
25.0280.000	ERIC SCHMITT	DANNA R. OLSON	8/30/2024	\$283,000	\$274,900	97%
25.2307.000	LEE VIROCK	JERRY D & SHERYL L BENISH	7/29/2024	\$389,900	\$379,900	97%
25.1042.000	VENICE PROJECTS LLC	VICKI RAE MULLER	11/3/2023	\$276,500	\$269,500	97%
25.0149.000	TERRY S NIEBELING & JESSICA L NIEBELING	DANIEL W & KARLA J KOCH	5/28/2024	\$318,000	\$311,200	98%
25.0508.000	JUSTIN CRAFT	JEFFREY MICHAEL REGET	9/26/2024	\$263,000	\$257,900	98%
25.1903.000	SCOTT J CURTIS & ASHLEY N CURTIS	EVAN A & JESSICA M MAU	6/28/2024	\$545,000	\$543,900	100%
25.2309.000	JOHN MUNSON & JANET J MUNSON	ALLISON K DAVIS	7/2/2024	\$371,250	\$372,900	100%
25.0950.000	ROBERT RAATZ	MARY J HENTHORNE	1/23/2024	\$325,000	\$327,300	101%
25.1721.000	ANDREW SEVERN	JEREMY D & EMERALD L RABE	11/17/2023	\$525,000	\$529,000	101%
25.1925.000	ANITA L BOTCHER	BEVERLY M HARRISON	7/3/2024	\$410,000	\$413,800	101%
25.0724.000	JEFFREY REGET	JERRY D & FAYE C NELSON	6/5/2024	\$367,000	\$371,100	101%
25.1715.000	JULIE E & BRYAN W KOCH	RUSSELL & MICHELLE NEITZKE	2/29/2024	\$478,628	\$485,800	101%
25.2314.000	KATIE FEUERBACH	HOLTY HOME TEAM, LLC	10/17/2023	\$376,500	\$382,700	102%
25.1266.021	GROSS REVOCABLE FAMILY TRUST	BRYAN W KOCH	3/6/2024	\$350,000	\$357,200	102%
25.1406.000	DILLON R MCKINNON & ABIGAIL L MCKINNON	JOHN E & MICHELLE GANRUDE	4/25/2024	\$335,000	\$341,900	102%
25.2072.001	LAURA PROSPERI	DENNIS & JEANNE TESNOW	3/6/2024	\$530,000	\$557,000	105%
25.2186.000	TIMOHTY G RUNNINGEN & REBECCA A RUNNINGEN	GLEN P FRICKE & RANDY W FRICKE	6/7/2024	\$253,000	\$273,500	108%
25.0973.000	WESTIN FELTZ & EMMA YACKLEY	BRANDYN DOMNIE	3/29/2024	\$330,000	\$358,900	109%
25.1836.000	KURT K MUELLER & MARY B MUELLER	KAREN KLAS, DENISE SCHAICK & MARY BETH MAKIC	9/20/2024	\$230,000	\$253,700	110%

La Crescent City Sales Continued

Parcel	Buyer	Seller	Date	Sale Price	EMV Value	Ratio
25.1491.000	NATHAN WAYNE TEACHOUT & NICOLE MARIE TEACHOUT	CYRUS & IRINA MASON	6/27/2024	\$445,900	\$492,300	110%
25.2305.000	RYAN HAZELTON & MELISSA HAZELTON	BRIAN OLSON CONSTRUCTION, LLC	9/20/2024	\$510,000	\$568,400	111%
25.1923.001	THE EVELYN M ANASIS REVOCABLE TRUST	SARA J POCHANAYON	11/10/2023	\$309,900	\$347,200	112%
25.1275.008	MATT CULLMANN & GINA CULLMAN	LUCAS R & ASHLEY M SCHLAFER	5/3/2024	\$475,000	\$532,500	112%
25.1645.000	LAURA M THIES & CARTER D THIES	DENNIS & KELSEY ANN SEN	8/16/2024	\$370,000	\$418,100	113%
25.1725.000	DANIEL W KOCH & KARLA J KOCH	TAYLOR SLABACK	5/1/2024	\$467,500	\$529,200	113%
25.1624.000	CRAIG C HELKE & KARLA F HELKE	KEVIN E VOIGHT	5/28/2024	\$265,000	\$301,000	114%
25.1666.000	GER XIONG & AH MOUA	ROBERT A & JODENE M R EKKER	10/13/2023	\$500,000	\$570,000	114%
25.0150.000	LAUREN R & THEODORE D BARTHEL	STEVEN J DUBOIS	12/12/2023	\$290,000	\$342,200	118%
25.1452.000	MITCHEL C BANACH & AMANDA J DUSSO	NATHAN W & NICOLE TEACHOUT	6/27/2024	\$350,000	\$415,100	119%
25.2196.000	MATI L & RYAN M PELOWSKI	DE WAYNE M SEVERSON	10/16/2023	\$327,000	\$389,100	119%
25.1649.000	CHRISTOPHER A HEBERT & MARTHA M HEBERT	DAVID W & CHERYL K SCHULTE	5/21/2024	\$450,000	\$552,800	123%
25.1948.000	EDWARD PAPPENFUSS & TAMARA SOMERVILLE	STEVEN DALE REDMAN	10/26/2023	\$330,000	\$405,500	123%
25.1266.023	JUSTIN T PAUL & MARI DWYER	KEVIN D BOSER	8/12/2024	\$350,000	\$434,500	124%
25.2210.000	CRAIG DAMON KURUZOVICH	JOSHUA J & XINGZI WHITSON	8/30/2024	\$515,900	\$640,800	124%
25.2154.000	MARY A SEMROW & ANDREW HELLAND	GARY A & AUDREY G URNESS	1/15/2024	\$323,000	\$412,400	128%
25.0480.000	JOSHUA G OELTJEN & JENA M OELTJEN	ROBERT H PETERSON	11/16/2023	\$185,656	\$257,600	139%
					Median	100%

Caledonia City Sales

Parcel	Buyer	Seller	Date	Sale Price	Current EMV	Ratio
21.0288.000	Norman A. Allen and Michele M. Allen	Tracy Carpenter	7/12/2024	\$234,500	\$180,000	76.8%
21.0336.000	Adam R. Buttell	Richard W. Hundorf And Margery M. Hundorf	5/17/2024	\$174,000	\$147,100	84.5%
21.0972.000	Noah J. Jennings and Heidi M. Bolduan	Sara Groetsch	6/7/2024	\$230,000	\$196,100	85.3%
21.0372.000	Eric Wink	Steven Lee & Sheila A Bolduan	3/12/2024	\$243,000	\$209,500	86.2%
21.0289.000	Sarah Ziegler and Jared Alexander	Dean Gavin	7/23/2024	\$159,000	\$139,100	87.5%
21.0093.000	Tasha Takabayashi and Ko Takabayashi c/o Patricia Martini	Donald S & Peggy S Smith	11/21/2023	\$180,000	\$157,600	87.6%
21.0192.000	Isaac R. Bruggeman and Gracie Bruggeman	Monica A Larsen	9/27/2024	\$175,000	\$153,400	87.7%
21.1032.000	Aaron P. Middendorf and Amanda M. Hartzell Middendorf	Aaron M & Leslee E Oakes	12/29/2023	\$269,000	\$236,300	87.8%
21.0240.000	Michael V. Adams	425 Badger Street Llc	5/21/2024	\$157,000	\$142,000	90.4%
21.0976.000	Russell W. Stouffer	Ronald D. Strub And Peggy L. Steele	3/19/2024	\$229,000	\$207,600	90.7%
21.0686.000	Eric J. Anderson	Jackie K Colsch, Julie A. Merzenich And James M. Merzenich	4/12/2024	\$226,250	\$206,600	91.3%
21.0658.000	Mark Nutt and Jennifer Nutt	Sammy Peterson And Elizabeth Peterson	8/5/2024	\$220,000	\$201,500	91.6%
21.1029.001	Katelyn T. Stemper	Zachory Bernel Gengler	8/7/2024	\$275,000	\$256,400	93.2%
21.0775.000	Trenton P. Kleven	Robert E & Pat Mc Manimon-Moe	10/27/2023	\$220,000	\$208,800	94.9%
21.0717.132	Nicki Burroughs c/o Nicki Burroughs and Janice Burroughs	Kristine Busche, As Trustee Of Jacobs Family Trust	11/27/2023	\$152,000	\$148,300	97.6%
21.0610.000	Aaron M. Oakes and Leslee E. Oakes	Danielle D Meiners	12/29/2023	\$231,000	\$234,900	101.7%
21.0717.005	Kerrigan T. Scanlan	All Seasons Property Management Llc C/O Kristina Hauser	5/28/2024	\$249,000	\$253,800	101.9%
21.0352.000	Alyssa Anderson and Nickolas Anderson	William & Daun Sanders	2/29/2024	\$177,000	\$181,200	102.4%
21.0725.001	Zachary Bashaw and Allison Bashaw	Tsg Properties Llc	5/10/2024	\$112,500	\$116,600	103.6%
21.0188.000	Thomas Jergenson	Mary M Doering	5/3/2024	\$180,000	\$188,000	104.4%
21.0631.000	LeRoy E. Kreager and Constance L. Kreager	Sherri A. Burg, Cindy S. Beach	1/11/2024	\$238,000	\$252,600	106.1%
21.0254.000	Angela Michelle Tenkley	Deidre A Kristoff	7/24/2024	\$147,000	\$158,800	108.%
21.1082.001	Kiara Reichstadt	Dale Royer	3/1/2024	\$132,000	\$144,700	109.6%
21.0428.000	Mason C. McManimon-Myers and Ellen V. McManimon-Myers	Lorraine Brown	4/25/2024	\$95,000	\$121,200	127.6%
21.1003.000	Logan M Banse	Bryce J Murphy	1/5/2024	\$135,000	\$173,900	128.8%
					Median	93%

Spring Grove City Sales

Parcel	Buyer	Seller	Sale Date	Sale Price	Current EMV	Ratio
26.0115.000	Todd Olerud	Gavin Sherburne	8/24/2025	\$175,000	\$123,400	71%
26.0136.000	Sean Feind	Patrick Longmire	6/14/2020	\$310,000	\$228,900	74%
26.0337.000	Blake Bornholdt	Gran Properties, LLC	10/20/2023	\$139,000	\$112,100	81%
26.0163.000	Aubrey Schroeder	Karla Peterson	10/16/2023	\$172,000	\$148,600	86%
26.0539.000	Ronald Goetzinger	Garrett Grabau	9/15/2024	\$215,000	\$188,100	87%
26.0130.000	Ryer Windschill	Joyce Johnson	5/1/2024	\$159,360	\$143,900	90%
26.0257.000	Brett Stevermer	Randall Munson	10/20/2023	\$183,000	\$167,200	91%
26.0315.000	Carol Hyter	Darrell W Sinclair Trust	11/10/2023	\$165,000	\$155,500	94%
26.0008.000	Erik Haugland	DLC Property Care LLC	5/17/2024	\$92,680	\$89,600	97%
26.0188.000	JC Land Management, LLP	Carl Olson	5/23/2024	\$100,000	\$98,700	99%
26.0050.000	JC Land Management LLP	Jeanine Volkenant	4/25/2024	\$70,000	\$69,700	100%
26.0010.000	Lisa Bornholdt	JC Nerstad Rentals, LLP	11/21/2024	\$120,000	\$121,800	102%
26.0351.000	Darrien Black	Leland Laumb	5/20/2024	\$157,000	\$165,600	105%
26.0409.000	Colton Mart	Zoe Lamm	4/8/2024	\$184,300	\$194,700	106%
26.0558.000	Peter Marso	JC Land Management, LLP	2/9/2024	\$65,000	\$68,800	106%
26.0622.004	Gregory Wennes	Richard Amundson	5/15/2024	\$55,000	\$58,800	107%
26.0460.000	Samantha Boyd	Katy Pronschinske	10/6/2023	\$152,000	\$183,100	120%
					Median	97%

Brownsville City Sales

Parcel	Buyer	Seller	Sale Date	Sale Price	Current EMV	Ratio
20.0241.002	Molly Schlegel	Cody Dawson	8/9/2024	\$310,000	\$269,000	83%
20.0222.000	Jon Nerstad	Arthur Doering	7/6/2024	\$94,000	\$81,800	87%
20.0058.001	Linda Sherman	Susan Houlihan	11/3/2023	\$275,000	\$287,000	92%
20.0045.000	Collin Niesen	John & Lisa Schlegel	5/10/2024	\$266,750	\$267,900	93%
20.0084.000	Aaron Augedahl	Jeremy Leis	11/24/2023	\$262,000	\$279,200	94%
20.0280.000	Michael Welch	Judith Haas	12/30/2024	\$585,000	\$606,500	97%
20.0077.001	TENBA Investments L.L.C.	Chelsey Leis	10/24/2023	\$90,000	\$101,100	98%
					Median	93%

Eitzen City Sales

Parcel	Buyer	Seller	Sale Date	Sale Price	Current EMV	Ratio
22.0020.000	Richard Meiners	Evelyn B. Staggemeyer Estate	5/29/2024	\$180,000	\$167,400	93%
22.0011.000	Jamie Johnson Ramirez	Darlene Larson	12/21/2023	\$305,000	\$307,600	101%
					Median	97%

Hokah City Sales

Parcel	Buyer	Seller	Sale Date	Sale Price	Current EMV	Ratio
23.0118.000	Richard Graham	Dylan Meyer	4/24/2024	\$250,000	\$229,700	92%
23.0116.000	Derek Duncanson	Hester Jamesson	3/28/2024	\$189,900	\$186,500	98%
23.0251.000	Cullen Vickery	Jessilyn Knutson	12/15/2023	\$180,000	\$183,900	102%
					Median	98%

Hokah Township Sales

Parcel	Buyer	Seller	Sale Date	Sale Price	Current EMV	Ratio
05.0009.000	Brian Allan Meyer & Sharon Kay Kat	Humphrey C & Rebecca K Kearns	10/16/2023	\$325,000	\$254,900	78%
05.0253.000	Kyle & Chelsea O'Donnell	Timothy J & Lori A Kadlec	10/16/2023	\$525,000	\$453,200	86%
05.0257.000	Harrison A Chiglo	Tim G & Rebecca Runningen	6/5/2024	\$275,850	\$245,000	89%
05.0390.000	Danna Olson, Kristie K Olson, Brian M Olson	Sheri S Conway & John J Conway	8/23/2024	\$275,000	\$269,400	98%
05.0379.000	Andrew F Wiener	Brian & Lisa A Jerviss	2/1/2024	\$320,000	\$323,200	101%
05.0041.000	Peter A Shufflebotham & Kate M Woodward	Timothy C Payne	3/1/2024	\$160,000	\$169,700	106%
					Median	93%

Townships With Less Than 6 Sales

Parcel	Seller	Buyer	Sale Price	2026 EMV	*Ratio
Black Hammer Township					
01.0012.000	Three D Ranch, LLC	Erica Kies	\$675,000	\$598,900	89%
Crooked Creek Township					
04.0006.000	Justin Thorp	Tyler Augedahl	\$382,000	\$253,200	66%
04.0051.000	Da MN Land, LLC	New Moon Properties, LLC	\$1,050,000	\$1,029,000	90%
04.0038.001	Ryan Blexrud	Nakita Hebig	\$490,000	\$461,000	94%
04.0209.001	Kaleb Schulte	Michael Weir	\$225,000	\$237,700	102%
Jefferson Township					
07.0078.000	Estate of Lisa Helena Pohlman	Matthew Yach	\$1,100,000	\$1,136,500	96%
07.0012.000	Edward Hammell	Timothy Johnson	\$320,075	\$407,800	116%
07.0061.000	Neil D and Sheila R Stout	LAM Real Estate LLC	\$120,000	\$141,700	118%
Mayville Township					
09.0064.001	Bruce Meyer	Robert McManimon-Moe	\$457,500	\$321,100	70%
09.0128.000	DRJF 3, LLC	Schmid Family LLC	\$640,000	\$674,800	103%
Crooked Creek Township					
10.0387.001	Bradley Heuser	Jeffrey Gerdes	\$392,000	\$313,300	80%
10.0080.000	Darrel Simon	Peter Onsgard	\$225,000	\$189,600	84%
10.0172.000	Erica Kies	Hardwood Valley Haven LLC, a Minnesota limited liability company	\$350,000	\$345,400	89%
10.0025.000	Douglas Brand	JRG II	\$350,000	\$375,500	98%
Mound Prairie Township					
11.0001.001	Mark Becker	Nathaniel Weiss	\$295,000	\$235,100	80%
11.0442.000	Suzanne Schiebel	Caleb Konen	\$362,000	\$354,900	98%
11.0218.000	Frank Braniff	Clint Meyer	\$1,500,000	\$1,551,100	100%
11.0156.001	Diane Haines	Winding Creek Retreat, LLC	\$1,275,000	\$1,552,300	115%
11.0478.000	Gary Walter	Amanda Bunde	\$190,000	\$226,500	119%
Sheldon Township					
12.0141.002	Arthur Kistler	Zachary Clark	\$399,900	\$407,700	102%
Union Township					
14.0011.000	Andrew Graf	Markus Abendroth	\$262,000	\$187,300	71%
14.0156.001	Michael Renk	Shelly Reining	\$220,000	\$205,100	89%
Willmington Township					
15.0340.000	Karen Kruse	Leland Laumb	\$320,000	\$193,500	60%
15.0313.002	Eric Bjerke	Neil Davis	\$390,000	\$350,400	83%
15.0291.000	Richard Oitzmann	Bradford Hoscheit	\$200,000	\$204,700	102%
15.0061.001	Michael Hahn	Carina Galarza	\$159,800	\$180,300	113%

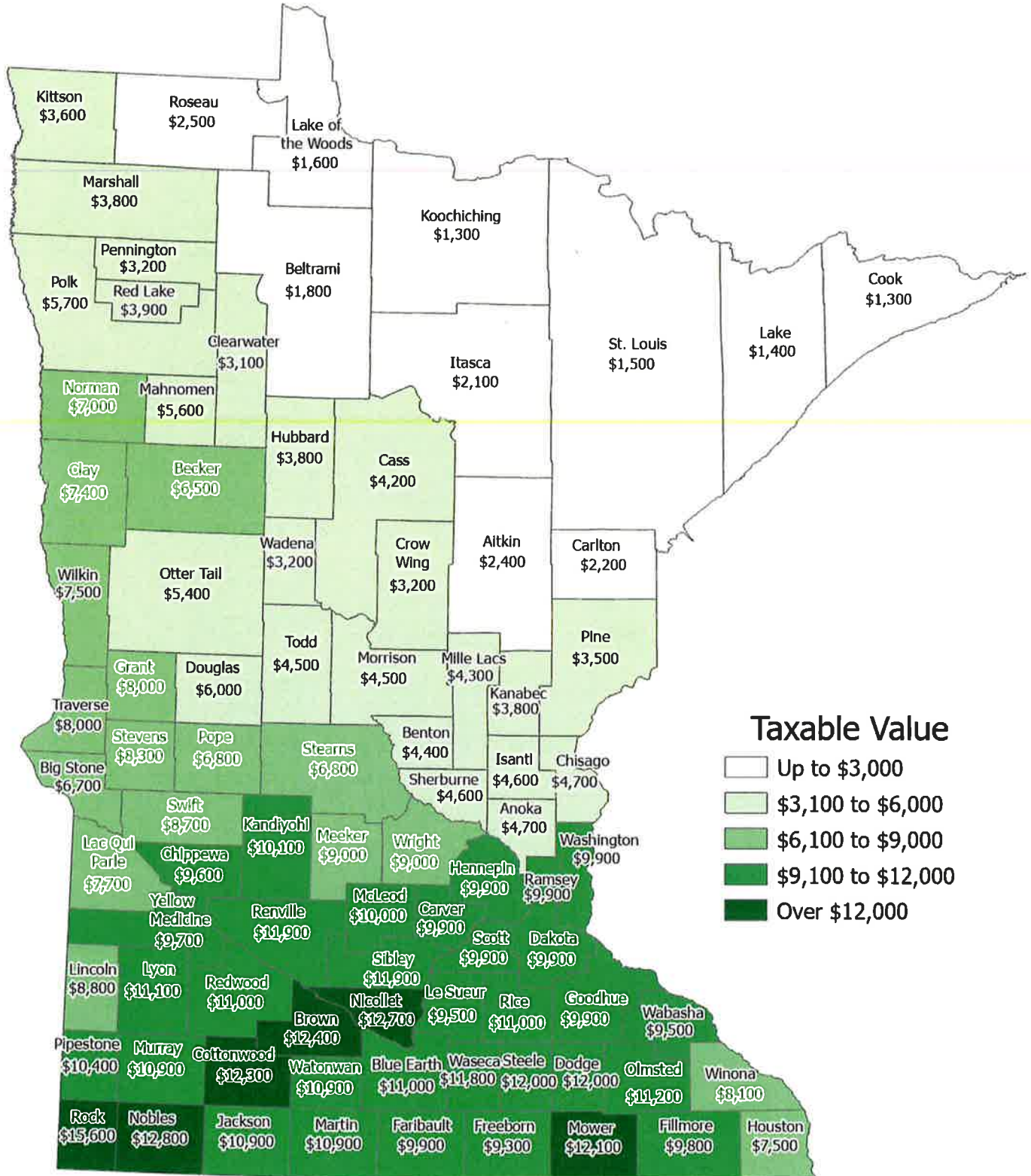
Townships With Less Than 6 Sales Continued

Parcel	Seller	Buyer	Sale Price	2026 EMV	*Ratio
Yucatan Township					
17.0126.001	Lucas Nordsving	Joe Slabaugh	\$275,000	\$222,500	81%
17.0308.000	Franklin Hahn	G.R.E.H., LLC	\$645,360	\$581,000	86%
17.0138.000	Jacobson Arven Gaard, LLC	Perry Omodt	\$252,250	\$245,300	90%
17.0381.001	Quentin Johnson	Jacob Mauss	\$217,000	\$197,400	91%
17.0009.000	Estate of Elizabeth A. Hoiland a/k/a Betty A. Hoiland	Scott Hatleli	\$969,000	\$1,074,400	106%

Median 90.97%

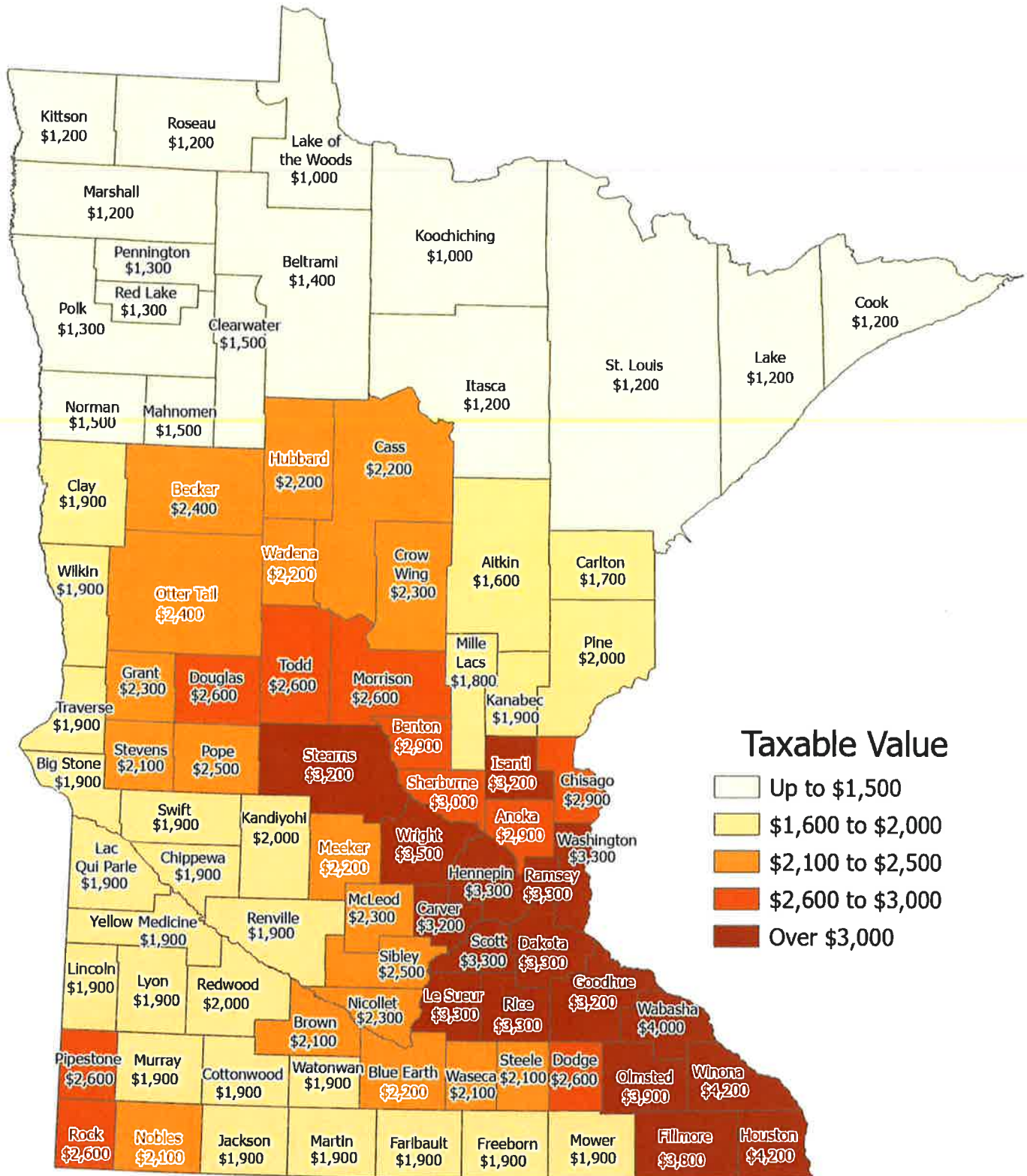
Taxable Tillable Green Acres/Rural Preserves Values

2025 Assessment



Taxable Non-Tillable Green Acres/Rural Preserves Values

2025 Assessment



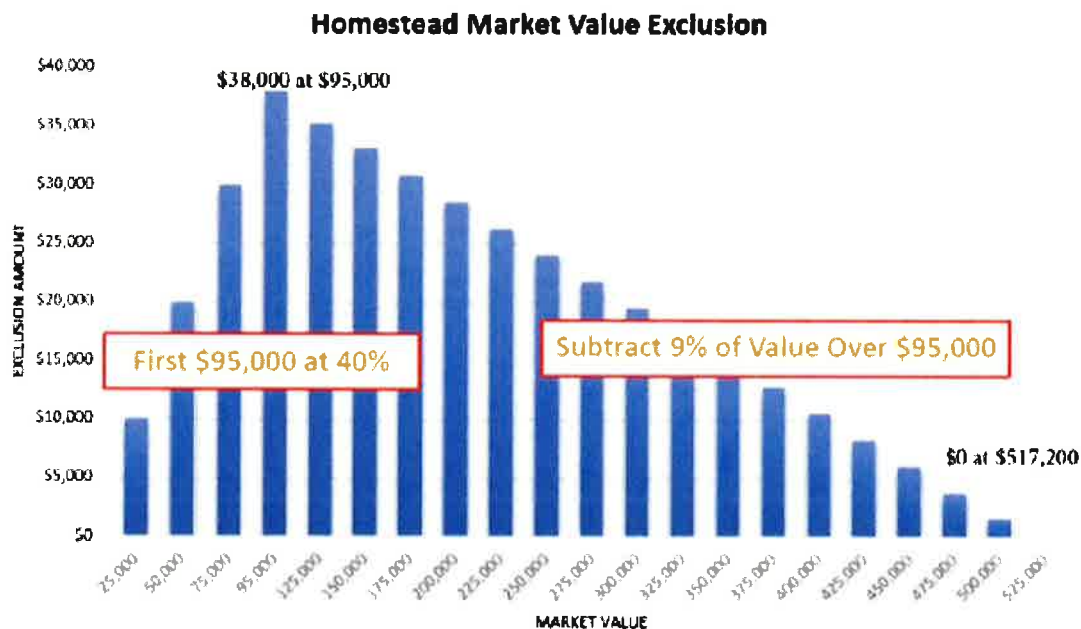
Homestead Market Value Exclusion

How the Exclusion is Calculated for Taxes Payable in 2025

The following classifications qualify for the Homestead Market Value Exclusion (HMVE):

- 1a residential homestead
- 1b homestead of persons who are blind or disabled
- Portion of a 2a agricultural homestead consisting of the house garage and surrounding one acre of land (HGA)

For a homestead valued at \$95,000 or less, the exclusion of 40 percent of market value, resulting in a maximum exclusion of \$38,000 at \$95,000 of market value. For a homestead valued between \$95,000 and \$517,200, the exclusion is \$38,000 minus nine percent of the value over \$95,000. For a homestead valued at \$517,200 or more, there is no exclusion. (Minnesota Statutes, section 273.13, subdivision 35)



Source: Minnesota Department of Revenue Property Tax Calculation Workbook for Taxes Payable 2025 pp 11-12.

New Homes Built or Building 2023–2024

Parcel	Owner	Address	Permit
Black Hammer Township			
01.0187.000	Elinor Rose Hutchinson & Kyle Hutchinson	Rooster Valley Rd	51x84x20 Single Family Home
01.0309.000	Joel & Christine Rosaaen Trust	County 19	26x24x9 bedroom addition
01.0351.001	Bruce Mann	Braaten Dr	27x72x15 Single family home
Brownsville Township			
02.0081.001	Diane Marie Nelson Trust	Zaiger Rd	Single family home 32x92x18
Caledonia Township			
03.0271.001	Craig R. Schroeder	Old 44 Rd	Single family home
Crooked Creek Township			
04.0050.001	Tracy Heim	Augedahl Rd	New 28 x 38 home.
Hokah Township			
05.0031.001	Peter A Shufflebotham & Kate M Woodward	Welke Dr	Single family home
05.0289.004	Madeline Nelson	County Rd 7	36x80 single family dwelling
05.0298.001	Logan Polzer & Emma Snow	Seiler Rd	71x72x27 Single Family Home
05.0325.001	Aaron & Katie Schmidt	Tschumper Rd	77x94x20 Single Family Home
05.0358.001	Joshua J & Jacqueline N Ross	Butterfield Valley Rd	72x120x16 single family home
Houston Township			
06.0167.002	Tina M & Mitchel J Seekamp	Paradise Dr	48x54x18 Single family dwelling
06.0371.000	Wayne Feldmeier	State 16	20x20x18 cabin
Jefferson Township			
07.0016.000	Glen J. Bauer and Lynda J. Bauer	County 14	3 Bedroom home
La Crescent Township			
08.0089.000	Benjamin & Emily Wieser Trust	County 6	99x79x28 Single family dwelling
08.0276.000	Jacob L. Clements and Sarah A. Clements	N Pine Creek Rd	70x70x20 new home
08.0355.000	Joseph A. Gaspers and Marcie A. Gaspers Family Trust	Bush Valley Rd	New Home
Mayville			
09.0097.000	John D & Karyl J Kiersen	County 3	48x92 sing family dwelling with attached garage
Money Creek			
10.0260.000	Daniel N. Kildahl, Dana M. Kildahl, and Peter Kildahl	Perkins Valley Dr	New 28x60 single family home
Sheldon			
12.0273.001	Bradley & Michelle Moll	County 10	26x30x22 Single Family Home
12.0371.000	Anthony C & Sarah E Wiste	Broadway Dr	28x60x9 Single Family Dwelling
Spring Grove Twp			
13.0057.002	James A & Kathryn L Hall	Braaten Dr	28x40 single family dwelling
Union			
14.0208.001	Jeffry Doucet	Windwalker Rd	2 bed 2 bath home on slab
Wilmington			
15.0290.000	Kermit & Colleen Meyer	Amundson Rd	66x68 Single Family Dwelling
Winnebago			
16.0023.002	Tood & Danyel Schroeder	County 14	28x90x17 New Home
Yucatan			
17.0226.000	Kraig & Jeanette Garmaker Trst	John Deere Dr	Replace singe family dwelling with 83.6x58 single family dwelling
Brownsville City			
20.0300.000	Holzer Investments LLC	S Marina Dr	36x62 2 story house with garage.
Caledonia City			
21.0417.000	Gran Properties LLC	Main St E	Single family home
21.1288.000	Gran Properties LLC	Courtney Dr	Single family home
21.1306.000	Dylan J. Becker and Andrea A. Becker	Gjere Ave N	Single family home
Eitzen			
22.0033.001	Habitat for Humanity	Iowa Ave N	New home moved in and placed on new foundation.
Houston City			
24.0562.000	John Codman IV and Aleesha Codman	Stoddard St S	Twinhome
La Crescent City			
25.1867.000	Maseray M Bangura & Lewis Parish	Mc Intosh Rd E	Single family home with 3 bedrooms, 2 half bathrooms, attached 3 car garage
25.2228.000	Bluff Country LLC	Trifecta Ave	New Townhome
25.2229.000	Kristin Swartz	Trifecta Ave	New Townhome

New Homes Built or Building 2023–2024 Continued

Parcel	Owner	Address	Permit
La Crescent City Continued			
25.2237.000	Lisa A Turnbull	Trifecta Ave	Half of town house with 3 bedrooms, two bathrooms, and attached two car garage on slab
25.2281.000	Terry W & Jody A Fee	Trifecta Ave	Single family home, 3 bed, 3 bath, finished basement, office, and 2 car att garage
25.2331.000	Rickey Krueger & Kari Etrheim	Hickory Ct	New Single Family Home. (Mastercraft Homes)
Spring Grove City			
26.0622.004	Greg & Jacqueline Wennes	Maple Dr	58x89x22 New Home
26.0693.000	J C Land Management LLP	4th Ave SE	26x74x25 house being moved to vacant lot

Agricultural Homesteads First-Tier Valuation Limit

Minnesota Department of Revenue annually adjusts the first-tier valuation limit for agricultural homestead property, as required by law. Agricultural homestead property includes the "house, garage and first acre" (HGA) and the balance of homestead property, which is divided into two tiers for determining net tax capacity.

2025 Payable Agricultural Homestead Net Tax Capacity Class Rate

Class	Description	Net Tax Capacity (NTC) Class Rate
2a	House, Garage, 1st Acre:	
	first \$500,000	1.00%
	over \$500,000	1.25%
	Remainder of Farm:	
	first-tier limit: \$3,500,000	0.50%
	remaining value, over \$3,500,000	1.00%

2026 Payable Agricultural Homestead Net Tax Capacity Class Rate

Class	Description	Net Tax Capacity (NTC) Class Rate
2a	House, Garage, 1st Acre:	
	first \$500,000	1.00%
	over \$500,000	1.25%
	Remainder of Farm:	
	first-tier limit: \$3,800,000	0.50%
	remaining value, over \$3,800,000	1.00%

We calculate and certify the first-tier valuation limit rounded to the nearest \$10,000. Assessment data is used to calculate the new limit, which is the product of:

- the first-tier limit for the preceding assessment year, and
- the ratio of the statewide average taxable market value of agricultural property per acre in the preceding assessment year to that of the second preceding assessment year.

You can find more information about agricultural homesteads in the [Minnesota Property Tax Administrator's Manual, Module 4](#).

The table below shows the certified agricultural homestead first-tier valuation limit amounts from assessment year 2006 to now.

ASSESSMENT YEAR	VALUATION LIMIT
2006	\$690,000
2007	\$790,000
2008	\$890,000
2009	\$1,010,000
2010	\$1,140,000
2011	\$1,210,000
2012	\$1,290,000
2013	\$1,500,000
2014	\$1,900,000
2015	\$2,140,000
2016	\$2,050,000
2017	\$1,940,000
2018	\$1,900,000
2019	\$1,880,000
2020	\$1,900,000
2021	\$1,890,000
2022	\$1,890,000
2023	\$2,150,000
2024	\$3,500,000
2025	\$3,800,000

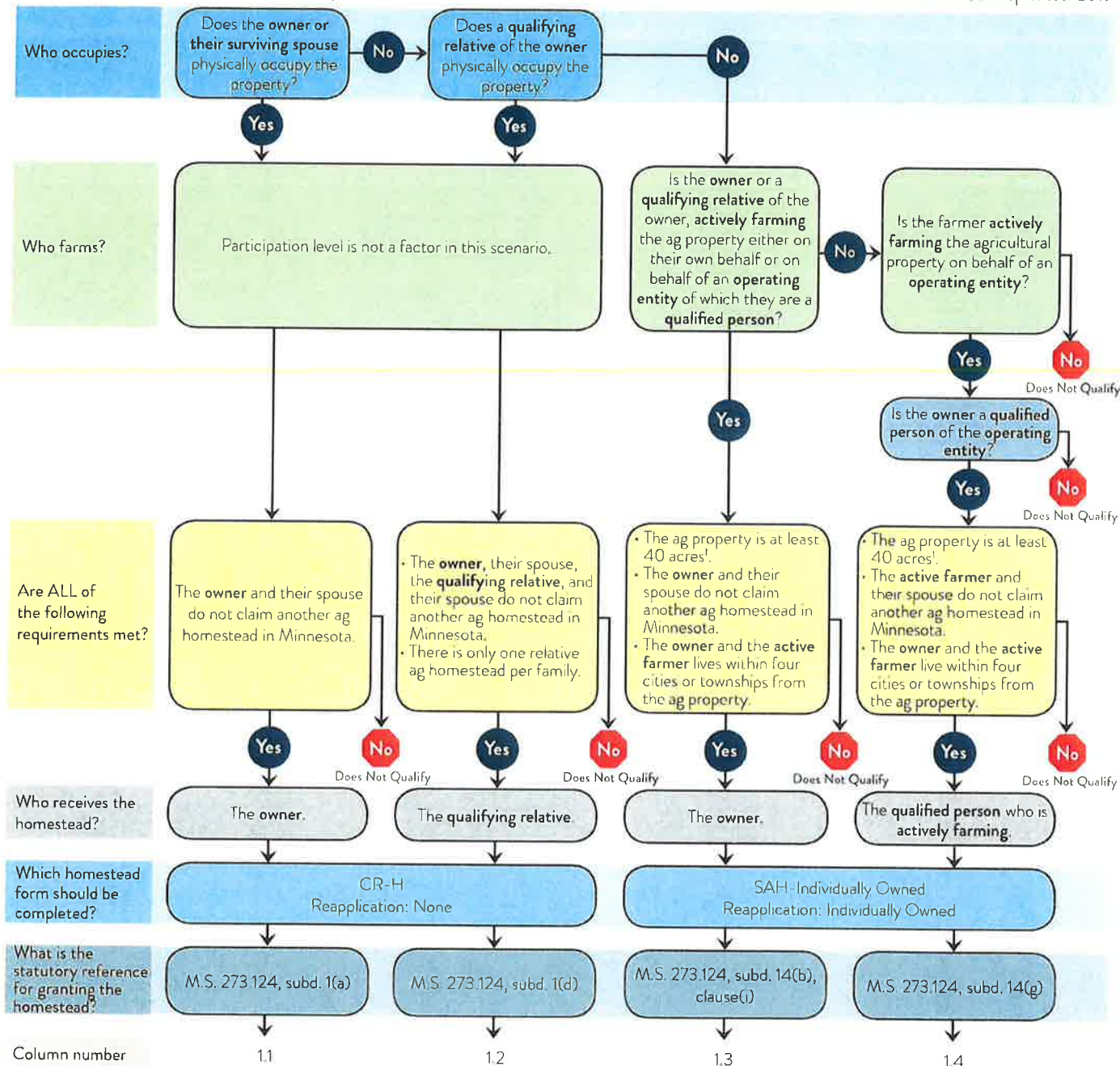
Questions?

If you have questions, email Proptax.division@state.mn.us

Establishing Individually Owned Agricultural Homestead Flowchart

Note: Terms in **bold** are defined in the glossary.

Revised September 2019



Footnote

¹The ag property is at least 40 acres, including undivided government lots and correctional 40's.

Glossary

Actively farming - participation in the day-to-day decision making, labor, administration, and management of the farm as well as assuming all or a portion of the financial risks and sharing in any profits or losses. The person who is actively farming must be a Minnesota resident.

Operating entity - must meet the authorized entity requirements of M.S. 500.24 and must be operating the agricultural land. (See M.S. 273.124, subdivision 8(a).)

Owner - is defined as an individual person or multiple people who own the property. An owner must be a Minnesota resident.

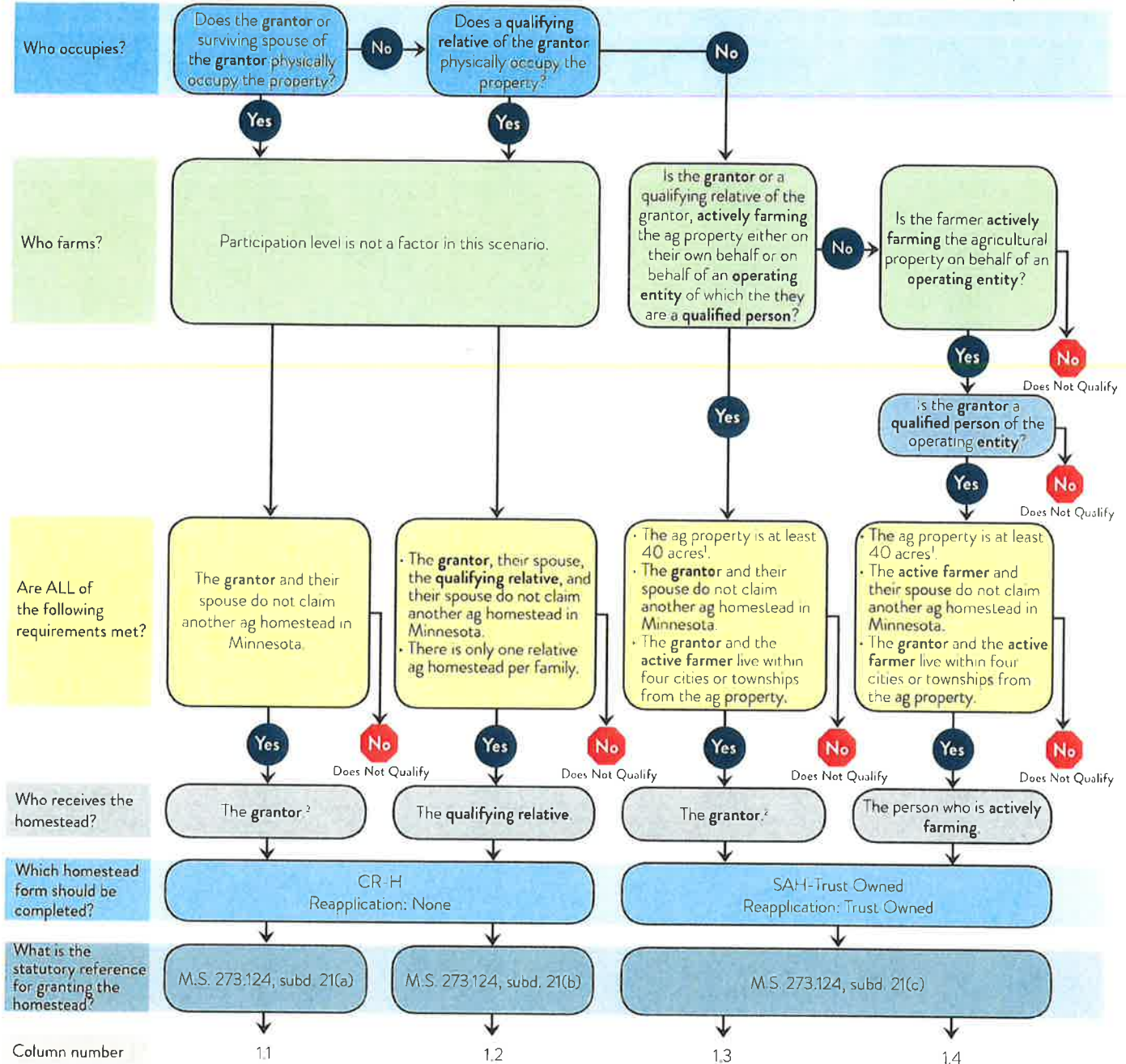
Qualified person - must be a Minnesota resident and can be a member, shareholder, or partner in an authorized entity.

Qualifying relative - must be a Minnesota resident. For agricultural property, a qualified relative can be a child, sibling, grandchild, or parent of the owner or of the spouse of the owner. (See M.S. 273.124, subdivision 1(d).)

Establishing Trust Owned Agricultural Homestead Flowchart

Note: Terms in **bold** are defined in the glossary.

Revised September 2019



Footnote

¹The ag property is at least 40 acres, including undivided government lots and correctional 40's.

²If the grantor is deceased, the property may still qualify for homestead to the benefit of the trust. The active farmer must sign the application, attesting that the requirements are factually met, but the homestead is given to the land owned by the trust.

Glossary

Actively farming - participation in the day-to-day decision making, labor, administration, and management of the farm as well as assuming all or a portion of the financial risks and sharing in any profits or losses. The person who is actively farming must be a Minnesota resident.

Grantor - is defined as the person creating or establishing a trust.

Operating entity - must meet the authorized entity requirements of M.S. 500.24 and must be operating the agricultural land. (See M.S. 273.124, subdivision 8(a).)

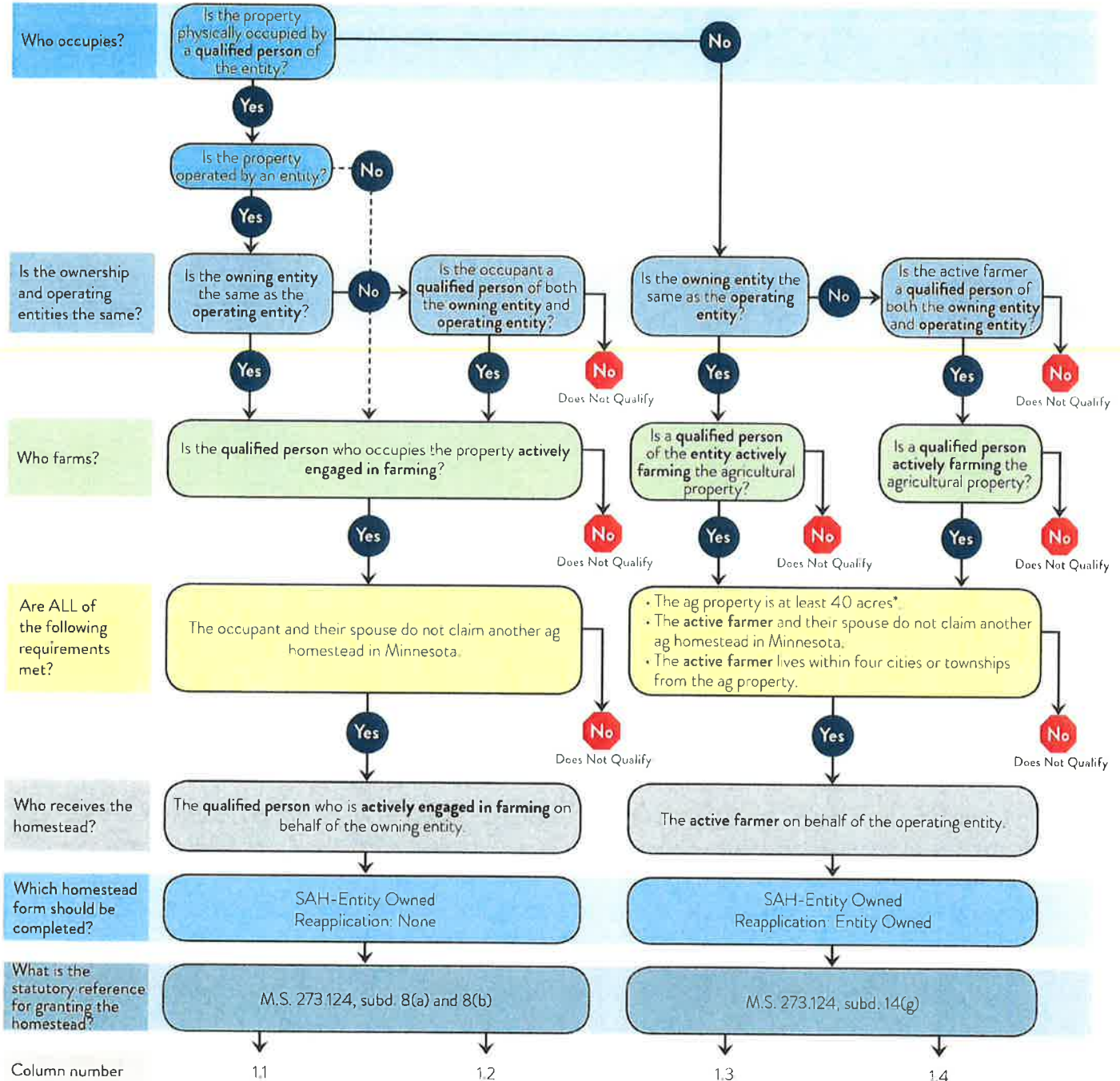
Qualified person - must be a Minnesota resident and can be a member, shareholder, or partner in an authorized entity.

Qualifying relative - must be a Minnesota resident. For agricultural property, a qualifying relative can be a child, sibling, grandchild, or parent of the owner or of the spouse of the owner or grantor of the agricultural property. (See M.S. 273.124, subdivision 1(d).)

Establishing Entity Owned Agricultural Homestead Flowchart

Note: Terms in bold are defined in the glossary.

Revised September 2019



Footnote

*The ag property is at least 40 acres, including undivided government lots and correctional 40's.

Glossary

Actively engaged in farming - participation on the farm on a regular and substantial basis. The person who is actively engaged in farming must be a Minnesota resident.

Active farmer - participation in the day-to-day decision making, labor, administration, and management of the farm as well as assuming all or a portion of the financial risks and sharing in any profits or losses. The person who is actively farming must be a Minnesota resident.

Owning/operating entity - must meet the authorized entity requirements of M.S. 500.24 and must be owning and/or operating the agricultural land. (See M.S. 273.124, subdivision 8(a).)

Qualified person - must be a Minnesota resident and can be a member, shareholder, or partner in an authorized entity.

2026 Valuation Notices and Property Value Changes for Houston County

Residents of Houston County can expect to receive their 2026 property valuation notices beginning in early April. These notices will arrive alongside your 2025 tax statement, in a separate color, as an additional page. It's important to review these notices carefully, as this is the time to check for any discrepancies or changes in your property's valuation.

Keep in mind questions about the 2025 tax amounts or any tax changes should have been addressed last fall. The 2026 valuation statements will also indicate any class and homestead changes, as well as the time and date of the local board of appeals meeting for your city or township. If there is no local meeting scheduled, the statement will note "Open Book," which means your appeal process will occur at the County Board of Appeals meeting in June. The assessor's office is always your best resource for any valuation questions.

Understanding the Valuation Process

Minnesota law requires assessors to value properties based on sales from the previous year. The sales study for 2026 values was based on sales between October 1, 2023, and September 30, 2024. This is a key period to keep in mind when reviewing your valuation statement. For the upcoming year, the housing market in Houston County has largely stabilized, and if the trend continues through the next sales period (October 1, 2024, to September 30, 2025), it may impact the 2027 valuation notices.

Additionally, Minnesota law mandates that assessors apply a "time trend" to account for any changes in sale prices since the time of the sale. The state determines the rate at which property values have increased over the course of the sales study and applies that rate to each sale, adjusting it to January 2 of the year for which the values are being set. For 2026, the Houston County Assessor's Office successfully appealed the state's 19% time trend, believing it did not reflect the current market conditions. The state agreed, resulting in a significantly lower increase in property values for the county.

2026 Value Changes in Houston County

Countywide Increases:

- Steel Utility Buildings: \$2.15/sqft
- Basement Finish: \$3.00/sqft
- Fireplace: \$300 to \$900 (depending on style)
- Garage Finish: 5%
- Average Bathroom: \$1,600/bathroom
- Two-Story Houses: 8%
- Garage Doors: \$3,800 (previously \$500)
- Electric only Sites +5,000/ Site

Additional Increases by Township & City:

- La Crescent Township: +5%
- Union Township: +10%
- Black Hammer Township: +10%
- Caledonia Township: +10%
- Houston Township: +15%
- Crooked Creek Township: +5%
- Hokah Township: +20% (excluding certain neighborhoods)
- Brownsville City +15%
- Marina Dr +15%
- La Crescent City + 13%
- Eitzen City + 15%
- Shore Acres + 15%
- Horse Track +5%
- Horse Track Twin Homes +5%
- La Crescent 2 Story Condos +10%
- Wildwood Townhouses + 10%
- Wilmington Township +5%
- Yucatan Township +15%
- Green Acres Addition +20%
- Sunset Addition +10%

Decreases in Value:

- Fox Chase Addition: -10%
- Fox Shadows Addition: -10%
- Wagners Addition: -10%
- Brookwood Addition -10%
- River Terr Addition -10%
- Money Creek Township: -10%
- Valley High Addition: -5%
- Money Creek Twp -10%
- Mound Prairie Twp -15% (not Valley High)
- Valley High Addition -5%
- Unfinished Basements -5%
- Ag Site Acres -1000/acre

Land Value Changes:

- Tillable Land (100 CER rating): \$10,300/acre (up from \$10,000)
- Woods: \$5,700/acre (up from \$4,200)
- Pasture: \$3,600/acre (up from \$3,000)
- Eitzen City Lot +\$65/Front Foot
- Green Acres Addition + \$50/Front Foot
- La Crescent City Residential Land Along Hwy 6, +13%
- Shore Acres Site +\$5,000/Site

Quintile Review Process

The Assessor's Office conducts a "Quintile" review each year, reappraising 20% of properties across the county. This ensures that individual property characteristics are considered beyond the mass valuation based on sales studies. Homeowners can assist by providing accurate information during the Quintile review process, which is essential for an accurate property value assessment.

This year, the following areas will undergo Quintile reviews starting in May:

- Spring Grove Township
- Spring Grove City
- Caledonia City
- Black Hammer Township
- One-third of La Crescent City

When an assessor visits your property, they will ask about your home and any outbuildings. If allowed, they may also inspect the interior. Homeowners are encouraged to cooperate with these reviews, as failing to do so may result in inaccurate assumptions about your property's value.

Conclusion

It is essential for property owners to carefully review their 2026 valuation notices and participate in the Quintile review process. Providing accurate property information ensures that your property is valued fairly and accurately, and that you are not overpaying or underpaying your taxes. If you have any questions about your valuation, the Assessor's Office is the best place to start.

Look out for the yellow call back cards if you are part of the Quintile review areas this summer. We also offer an online option to respond to questions for your convenience.

How The Assessor's Office Determines Property Values and How Value Changes Can Affect Taxes

This is intended to provide a breakdown and an explanation of how values are determined, and what effects value changes can have on taxes. Hopefully the explanation will give some understanding on how the assessor's office is required to value properties, how budgets and levies create taxes, and how the values are used only to distribute those budgets and levies to properties.

We will start with how we determine values and how we try to keep value increases as fair and equitable as we can. The state requires the assessor's office to use sales to determine market values. The state requires this to be done by using the estimated market value the assessor's office had on the property at the time it was sold and dividing that by what the actual sale price of the property was. This results in a percentage or ratio. An example would be if the assessor's office had an estimated market value on a property of \$150,000 and the property sells for \$200,000. We would divide the \$150,000 estimated market value by the sale price of the property of \$200,000.

$\$150,000 / \$200,000 = .75$ or 75% ratio

The state breaks sales out by city and townships only. They take all the sales in each city or township and will divide the estimated market values of each of those properties by the sale price of each property individually to get the ratio of each sale. They will then array those ratios from highest to lowest. It is required that the median or middle ratio be between 90% to 105%. If it is not, the state requires a value adjustment be made to all properties in that city or township to move that median ratio between 90% to 105%. For example, if 7 sales happened in a city or township and the ratios were 50%, 60%, 70%, 80%, 90%, 100%, and 110%, the median, (middle ratio) would be 80%. This is the ratio the state would use for the entire city or township. This would result in a minimum of a 10% increase in value for all properties in that city or township to move that median ratio up to 90%. If we added that 10% to each ratio it indeed moves the median ratio from 80% to 90%, but notice how the 50%, 60%, and 70% ratios would still be below the required 90%, and the 100% and 110% ratios would move above the top allowed range of 105%. However, the state just looks at the median ratio only so they would be satisfied with this change.

The assessor's office also does this same process with every sale in the county by city and township, however we do not feel it is a fair process to just move all properties an equal percentage in a city or township. If the state's process is used, three properties would still be undervalued and two would now be overvalued. And only two would be in the required range of 90% to 105%. The assessor's office has the advantage of being able to break each sale down a little more to see if there is a specific type of property, or location of properties, that are pulling the median ratio above or below the required 90% to 105% for that city or township. The assessor's office can then make changes to that type of property only. We believe this is the most fair and equitable way to make value adjustments. Doing it this way, we reduce the number of undervalued or overvalued properties. This results in a larger percentage of homes valued within the required range of 90% to 105%. For example, a city had 79 sales during our sale study. The state showed the city's median sales ratio to be 71%. By using this ratio only, the assessor's office would have been required, by the state, to increase the value of every property in the city by a minimum of 19%. Instead, by studying the sales, the assessor's office discovered that the majority of houses built prior to 1940 had sales ratios ranging from 50% to 70%, while the majority of

houses built after 1940 had sales ratios ranging from 88% to 110%. If the assessor's office had issued the 19% increase across the entire city, the majority of the properties built after 1940 would now be overvalued and the majority of properties built prior to 1940 would still be undervalued, even though the median would now be in the state's acceptable range. This did not seem fair and equitable to the assessor's office. Instead, by issuing an increase to properties built prior to 1940 and not to properties built after 1940, the overall median of all the sales moved to 92%. However, newer properties would not need to be overvalued to achieve this ratio. After studying all sales in the county, the same pattern became evident. The majority of properties built before 1940 were undervalued.

So, let's look at how property values can affect taxes. First, we need to know where taxes come from. Taxes are a result of the cost and spending (or budgets) needed to maintain and build, or expand, as well as the cost to run a county, city, township, school, or fire department, and any other service the county, city, township, school, or fire department provides. The total revenue needed by all these entities, combined, becomes the total tax that needs to be collected from the taxpayers. The value of a property is used only to distribute those taxes. Value changes do not result in additional revenue for the county, city, township, school, or fire department. Once the total revenue needed is determined, it is divided into the taxable value of the entire county, city, or township. This results in a percentage referred to as the tax rate. For example, let's say we have 4 houses in a city with a taxable value of \$250,000 each. The total taxes needed by the city is \$100,000 and the total taxable value of that city is \$1,000,000 (\$250,000 x 4 houses). By dividing the amount needed by the total taxable value of that city we get the tax rate.

$$\$100,000 / \$1,000,000 = 10\% \text{ tax rate}$$

This percentage, or rate, is then multiplied by the taxable value of each property. The taxable value of a property is determined by using what is called a class rate or percentage. The class rates are determined by the state. An example would be the state has determined that a residential property has a taxable class rate of 1%. This class rate percentage is multiplied by the taxable market value of the property. For example, if each residential property has a taxable market value of \$250,000. The \$250,000 is multiplied by the class rate of 1%, resulting in a taxable amount of \$2,500 for each property. By multiplying this taxable amount by the tax rate, we determine the amount of tax each property is responsible for. Example:

$$\$2,500 \times 10\% = \$25,000$$

In this case each property would be responsible for \$25,000 dollars of the total \$100,000 needed.

So how can levy and budget changes affect tax amounts for properties? Let's say the total amount of revenue needed by the city increased by 10%, but the taxable value of properties remained at \$250,000. We now need to calculate a new tax rate because the revenue needed has increased. Example:

$$\$100,000(\text{revenue needed}) \times 10\%(\text{increase}) = \$10,000(\text{increase revenue needed})$$

$$\$100,000 + \$10,000 = \$110,000(\text{total revenue needed})$$

$$\$110,000 / \$1,000,000(\text{taxable value of city}) = 11\%(\text{tax rate})$$

$$\$2,500 (\text{taxable value}) \times 11\% = \$27,500$$

Now, those same properties would have a tax of \$27,500 even though the taxable values of each property remained the same. (\$250,000)

Now, let's say the taxable value of all properties in the city increased equally by 10%, but the spending stayed the same as above. Now we have added more value to the city and the city's total taxable value is now \$1,100,000 (\$1,000,000 x 10% = \$1,100,000). We need to calculate a new tax rate to determine the tax for each property, by dividing the revenue needed by the new taxable value of the city. Taking that rate times the new taxable value of the property (with 10% increase), to determine the tax for each property. Example:

$$\$110,000(\text{revenue needed}) / \$1,100,000(\text{new taxable value}) = 10\% \text{ tax rate}$$

$$\$250,000 \times 10\% (\text{value increase}) = \$275,000(\text{taxable value of each property})$$

$$\$275,000 \times 1\% (\text{class rate}) = \$2,750 (\text{taxable value of property})$$

$$10\% (\text{tax rate}) \times \$2,750 = \$27,500 (\text{tax for each property})$$

We can see, even though the values of properties increased by 10%, the revenue needed did not increase resulting in the same amount of taxes due for each property.

Now, let's say only one of the 4 houses in the city increased another additional 20%, but the other 3 did not increase in value. Also, let's say the budget and levies did not increase either. First, we need to find the new value of the house that increased by 20%. $\$275,000 \times 20\% = \$55,000$, (new value of house 1) we also need to calculate a new tax rate because our city's value has increased now as well. Multiply that rate by the taxable value to find the new tax for each property. Example:

$$\$1,100,000 + \$55,000 (\text{increase of the one house}) = \$1,155,000 (\text{new value of the city})$$

$$\$110,000 (\text{levy/budget}) / \$1,155,000 = 9.5 (\text{rounded for ease of example})$$

$$\text{House 1} = \$330,000 \times 1\% (\text{class rate}) = \$3,300 (\text{taxable value}) \times 9.5 (\text{tax rate}) = \$31,350 \text{ Tax}$$

$$\text{House 2} = \$275,000 \times 1\% (\text{class rate}) = \$2,750 (\text{taxable value}) \times 9.5 (\text{tax rate}) = \$26,125 \text{ Tax}$$

$$\text{House 3} = \$275,000 \times 1\% (\text{class rate}) = \$2,750 (\text{taxable value}) \times 9.5 (\text{tax rate}) = \$26,125 \text{ tax}$$

$$\text{House 4} = \$275,000 \times 1\% (\text{class rate}) = \$2,750 (\text{taxable value}) \times 9.5 (\text{tax rate}) = \$26,125 \text{ tax}$$

This example shows that a value change for one property does not create a change in the revenue needed. However, more of the tax responsibility shifted from houses 2, 3, and 4 to house 1. House number 1 is now paying a higher portion of the revenue needed (taxes), while the other three houses are paying less of the revenue needed.

Summary:

- Taxes are created as result of county, city, township, school, and fire departments levies, budgets, spending, and any special referendums.

- Value changes do not create any more, or less, revenue for the county, city, township, school, or fire departments.
- Property values are determined using sales.
- Property values are required to be adjusted based on sales and are regulated by the state of Minnesota.
- Adjusting specific types of properties versus entire cities or townships brings all properties closer to market value resulting in a fair distribution of levies and budgets.
- Only by increasing levies and budgets can more revenue be created for the county, city, township, school, and fire department.
- Tax may be shifted from one property to another when values of properties do not change at the same percentage.
- Taxes can increase or decrease for properties even when values do not change if levy and budget changes are made.



Houston County

2025

Levies and Local Tax Rates

"Values serve only one purpose, to distribute the levies & taxes equitably, they do not set taxes, nor do they create more revenue for the county"

Information provided by:

MN Department of Revenue and
Houston County Finance Department

DISTRIBUTED BY: Houston County Assessor's Office

HOUSTON COUNTY
PAY 2025 MARKET VALUES

	ESTIMATED MARKET VALUE	TAXABLE MARKET VALUE	REFERENDUM MARKET VALUE
	(line 36 assessor's abstract)	(Line 1036)	(Line 1039)
HOUSTON COUNTY	<u>3,743,389,500</u>	<u>3,435,355,400</u>	<u>2,037,003,840</u>
<u>TOWNSHIPS</u>			
Black Hammer	150,661,800	139,352,400	23,452,000
Brownsville	126,148,900	110,948,200	44,243,500
Caledonia	198,679,200	189,035,000	65,884,200
Crooked Creek	85,693,900	75,517,700	22,326,500
Hokah	96,920,400	86,643,800	53,851,800
Houston	146,881,300	133,763,100	44,763,000
Jefferson	63,716,600	54,974,800	11,430,800
La Crescent	214,279,000	202,624,100	167,913,100
Mayville	147,881,300	137,890,700	38,780,100
Money Creek	174,190,600	157,750,200	64,831,200
Mound Prairie	185,279,900	167,412,700	79,702,900
Sheldon	121,297,400	110,640,700	28,003,600
Spring Grove	176,495,200	167,358,300	41,561,000
Union	113,241,900	102,081,400	31,563,200
Wilmington	180,014,000	171,025,800	36,799,700
Winnebago	131,958,700	119,311,800	22,052,800
Yucatan	152,406,600	138,704,600	33,086,800
Total Townships	<u>2,465,746,700</u>	<u>2,265,035,300</u>	<u>810,246,200</u>
<u>CITIES</u>			
Brownsville	78,449,600	73,354,200	68,120,100
Caledonia	261,347,600	234,348,300	249,788,150
Eitzen	22,294,700	19,029,000	20,636,100
Hokah	51,044,200	46,009,000	49,476,100
Houston	78,266,500	68,084,600	76,625,240
La Crescent*	666,107,900	623,236,100	646,051,550
Spring Grove	120,132,300	106,258,900	116,060,400
Total Cities	<u>1,277,642,800</u>	<u>1,170,320,100</u>	<u>1,226,757,640</u>
Total Townships & Cities	<u>3,743,389,500</u>	<u>3,435,355,400</u>	<u>2,037,003,840</u>

*Reflects Houston County values only

HOUSTON COUNTY
TAX CAPACITY SUMMARY

	Adjusted Net Tax Capacity			
	Pay 2022	Pay 2023	Pay 2024	Pay 2025
HOUSTON COUNTY	21,235,205	24,875,049	28,014,975	30,237,090
<u>TOWNSHIPS</u>				
Black Hammer	760,187	830,645	1,025,384	1,029,255
Brownsville	625,013	711,583	813,131	852,823
Caledonia	1,028,839	1,158,128	1,328,067	1,353,246
Crooked Creek	452,709	490,409	560,383	585,745
Hokah	582,990	669,102	701,553	762,082
Houston	736,606	805,561	954,534	1,021,302
Jefferson	315,038	335,220	391,040	414,183
La Crescent	1,380,819	1,643,488	1,668,322	2,051,091
Mayville	684,800	730,929	907,311	976,844
Money Creek	860,933	984,881	1,142,750	1,287,221
Mound Prairie	839,812	1,050,127	1,188,930	1,394,291
Sheldon	576,412	643,384	788,577	817,093
Spring Grove	921,845	995,253	1,247,160	1,303,897
Union	518,194	574,898	696,768	748,107
Wilmington	888,444	930,656	1,151,674	1,200,659
Winnebago	647,456	682,146	810,342	815,387
Yucatan	747,338	844,297	1,032,020	1,063,265
Total Townships	<u>12,567,435</u>	<u>14,080,707</u>	<u>16,407,946</u>	<u>17,676,491</u>
<u>CITIES</u>				
Brownsville	514,117	616,784	744,087	755,850
Caledonia	1,804,021	2,121,714	2,384,167	2,625,379
Eitzen	124,857	142,818	167,358	198,779
Hokah	285,110	383,200	364,338	482,841
Houston	577,158	604,142	690,998	769,921
La Crescent*	4,618,449	6,113,827	6,290,375	6,566,988
Spring Grove	744,058	811,857	965,706	1,160,841
Total Cities	<u>8,667,770</u>	<u>10,794,342</u>	<u>11,607,029</u>	<u>12,560,599</u>
Total Townships & Cities	<u>21,235,205</u>	<u>24,875,049</u>	<u>28,014,975</u>	<u>30,237,090</u>

*Reflects Houston County values only

HOUSTON COUNTY
SUMMARY OF FIRE DISTRICT TAX CAPACITIES
FOR TAXES PAYABLE IN 2025

	Fire District #1	Fire District #2	Fire District #3	Fire District #4	Fire District #5	Fire District #6	Fire District #7	Fire District #8	Fire District #9	Fire District #10	Total Tax Capacity
<u>TOWNSHIPS</u>											
Brownsville		Caledonia	Eitzen	Hokah	Houston	La Crescent	Mabel	New Albin	Spring Grove	Rushford	
Black Hammer		1,109			49,044		122,739		856,363		1,029,255
Brownsville	622,612	82,141		148,070							852,823
Caledonia		1,310,032			10,067				33,147		1,353,246
Crooked Creek	133,835	350,320						101,590			585,745
Hokah				762,082							762,082
Houston					1,021,302						1,021,302
Jefferson								414,183			414,183
La Crescent						1,960,604					2,051,091
Mayville		976,844		90,487							976,844
Money Creek					789,667					497,554	1,287,221
Mound Prairie		42,443		478,545	692,529	180,774					1,394,291
Sheldon		307,223			509,870						817,093
Spring Grove							164,332		1,139,565		1,303,897
Union		423,090		318,459	6,558						748,107
Wilmington		215,272	350,016						635,371		1,200,659
Winnebago		357,564	395,967					61,856			815,387
Yucatan					622,059				5,040	436,166	1,063,265
Total Townships	756,447	4,066,038	745,983	1,797,643	3,701,096	2,141,378	287,071	577,629	2,669,486	933,720	17,676,491
<u>CITIES</u>											
Brownsville	755,850										755,850
Caledonia		2,625,379									2,625,379
Eitzen			198,779								198,779
Hokah				482,841							482,841
Houston					769,921						769,921
La Crescent						6,566,988					6,566,988
Spring Grove									1,160,841		1,160,841
Total Cities	755,850	2,625,379	198,779	482,841	769,921	6,566,988	0	0	1,160,841	0	12,560,599
GRAND TOTAL	1,512,297	6,691,417	944,762	2,280,484	4,471,017	8,708,366	287,071	577,629	3,830,327	933,720	30,237,090

HOUSTON COUNTY
LEVY SUMMARY

	Pay 2023	Pay 2024	Pay 2025	Percent Increase (Decrease)
HOUSTON COUNTY	13,132,459	13,592,634	14,737,549	8.420
<u>TOWNSHIPS</u>				
Black Hammer	130,000	130,000	135,000	3.850
Brownsville	238,260	210,260	207,260	-1.430
Caledonia	213,000	215,000	215,000	0.000
Crooked Creek	85,000	92,000	113,400	23.260
Hokah	125,000	140,000	150,000	7.140
Houston	186,000	196,000	206,000	5.100
Jefferson	35,100	32,400	32,500	0.310
La Crescent	416,000	423,000	385,000	-8.980
Mayville	157,000	167,000	177,000	5.990
Money Creek	264,500	284,500	299,500	5.270
Mound Prairie	300,000	330,000	346,500	5.000
Sheldon	100,000	110,000	110,000	0.000
Spring Grove	188,900	188,900	188,900	0.000
Union	131,500	131,500	131,500	0.000
Wilmington	230,000	230,000	230,000	0.000
Winnebago	126,300	131,300	141,800	8.000
Yucatan	142,900	147,700	153,000	3.590
Total Townships	3,069,460	3,159,560	3,222,360	1.990
<u>CITIES</u>				
Brownsville	152,533	158,910	174,801	10.000
Caledonia	1,146,118	1,248,123	1,397,898	12.000
Caledonia TIF	0	27,783		0%
Eitzen	123,900	126,000	126,000	0.000
Hokah	343,300	351,150	368,700	5.000
Houston	565,250	582,300	599,750	3.000
Houston TIF	13,870	14,309	15,526	8.510
Spring Grove	693,000	680,000	700,000	2.940
Spring Grove TIF	38,587	47,008	45,724	-2.730
La Crescent	3,524,879	3,701,122	3,738,783	1.020
La Crescent TIF	100,338	115,964	122,152	5.340
Total Cities	6,701,775	7,052,669	7,289,334	3.360
<u>SCHOOL DISTRICTS</u>				
238 Mabel-Canton*	29,917	32,002	33,566	4.890
239 Rushford-Peterson*	171,843	195,239	227,424	16.480
294 Houston	1,351,904	1,601,901	1,750,854	9.300
297 Spring Grove	665,415	1,708,394	1,814,377	6.200
299 Caledonia	2,384,488	2,511,835	2,511,818	0.000
300 La Crescent-Hokah	4,588,789	5,248,744	5,075,322	-3.300
Total School Districts	9,192,356	11,298,115	11,413,361	1.020
<u>OTHER DISTRICTS</u>				
CCWSD	75,690	75,460	69,783	-7.520
GRAND TOTAL	32,171,740	35,178,438	36,732,387	4.420

*Reflects Houston County dollars only

HOUSTON COUNTY
TAX CAPACITY BASED
RATE SUMMARY

	Initial Tax Rate Pay 2020	Initial Tax Rate Pay 2021	Initial Tax Rate Pay 2022	Initial Tax Rate Pay 2024	Initial Tax Rate Pay 2025
<u>COUNTY</u>					
County Revenue	36.258	34.742	34.599	25.746	26.251
Road & Bridge	10.448	8.898	9.284	9.383	8.448
Human Services	8.582	7.956	9.483	7.881	8.879
Library	1.256	1.142	1.289	0.998	0.937
2009C	3.237				
2010A	2.365				
2017A	1.765	2.348	3.507	4.262	
2020A	1.765	4.088	2.958	0.630	4.585
Total County	65.676	59.174	61.120	48.900	49.100
<u>TOWNSHIPS</u>					
Black Hammer	18.268	16.540	17.100	12.679	12.679
Brownsville-Brownsville FD 1	49.223	39.366	37.959	25.887	24.366
Brownsville-Caledonia FD 2	50.414	40.405	38.707	25.415	23.812
Brownsville-Hokah FD 4	51.099	47.454	43.030	25.996	24.304
Caledonia	21.921	20.566	20.703	16.189	15.888
Crooked Creek	20.788	17.585	18.775	16.417	19.360
Hokah	26.222	22.145	21.441	19.956	19.683
Houston	25.536	23.642	23.894	20.533	20.170
Jefferson	15.935	11.691	12.728	17.799	7.847
La Crescent	29.654	29.041	30.091	25.354	18.770
Mayville	23.270	21.589	22.196	18.405	18.120
Money Creek	32.218	31.483	29.329	24.895	23.266
Mound Prairie	35.401	35.534	35.721	27.756	24.851
Sheldon	18.918	16.603	17.349	13.948	13.463
Spring Grove	21.640	19.525	20.491	15.147	14.487
Union-Caledonia FD 2	25.842	23.395	25.182	18.735	17.480
Union-Hokah FD 4	25.718	23.854	25.602	19.033	17.675
Union-Hokah FD 5	25.827	27.655	24.918	20.573	19.141
Wilmington	25.807	23.928	25.437	19.971	19.157
Winnebago	21.965	19.409	19.506	16.203	17.390
Yucatan-Houston FD 5	20.419	18.078	18.862	14.269	14.319
Yucatan-Spring Grove FD 9	22.243	19.787	20.585	15.988	16.066
Yucatan-Rushford FD 10	20.325	18.083	18.824	14.355	14.471
<u>CITIES</u>					
Brownsville	31.415	29.936	28.046	21.357	23.126
Caledonia	56.581	55.637	58.825	52.351	53.247
Caledonia TIF	141.868	139.003	139.003	119.802	
Eitzen	88.593	93.564	94.508	75.288	63.387
Hokah	127.121	111.900	116.585	96.380	76.361
Houston	95.883	105.144	95.086	84.269	77.898
Houston TIF	164.300	171.943	171.943	140.465	133.640
La Crescent	63.838	65.894	69.845	56.933	56.623
La Crescent TIF	154.248	152.918	152.918	130.577	131.184
Spring Grove	94.117	92.394	87.359	70.415	60.301
Spring Grove TIF	158.761	157.033	157.033	150.028	140.005
<u>SCHOOL DISTRICTS</u>					
238 Mabel-Canton	4.844	15.564	14.137	11.197	11.758
239 Rushford-Peterson	21.681	22.513	21.999	18.318	19.840
294 Houston	7.448	8.767	7.505	8.294	7.579
297 Spring Grove	6.804	6.607	6.483	31.711	31.541
299 Caledonia	22.639	23.584	23.511	17.799	17.114
300 La Crescent-Hokah	28.558	28.992	26.683	26.052	26.088
<u>OTHER DISTRICTS</u>					
CCWSD	1.750	1.750	2.000	2.000	1.500

HOUSTON COUNTY
2025 LOCAL TAX RATES

NOTE - Local Tax Rates have Disparity Reduction calculated

TOWNSHIP/CITY	DETAIL DISTRICT	District #	COUNTY	TWP/CITY	SCHOOL	CCWSD	TOTAL
Black Hammer	0001.0239.007	0101	49.100	13.116	19.840		82.056
	0001.0238.007	0102	49.100	13.116	11.758		73.974
	0001.0238.009	0103	49.100	13.116	11.758		73.974
	0001.0294.005	0104	49.100	13.116	7.579		69.795
	0001.0294.007	0105	49.100	13.116	7.579		69.795
	0001.0294.009	0106	49.100	13.116	7.579		69.795
	0001.0297.002	0107	49.100	13.116	31.541		93.757
	0001.0297.005	0108	49.100	13.116	31.541		93.757
	0001.0297.007	0109	49.100	13.116	31.541		93.757
	0001.0297.009	0110	48.378	12.698	30.825		91.901
	0001.0299.009	0111	49.100	13.116	17.114		79.330
Brownsville	0001.0238.005	0112	49.100	13.116	11.758		73.974
	0002.0299.001	0201	48.871	24.237	16.892		90.000
	0002.0299.001.016	0202	48.766	24.181	16.796	1.500	91.243
	0002.0299.002	0203	49.089	23.806	17.105		90.000
	0002.0299.002.016	0204	48.505	23.506	16.552	1.500	90.063
	0002.0299.004	0205	48.891	24.196	16.913		90.000
	0002.0300.001	0206	48.920	24.262	25.887		99.069
	0002.0300.004	0207	48.806	24.153	25.759		98.718
	0003.0294.002	0301	49.100	15.888	7.579		72.567
	0003.0294.005	0302	49.100	15.888	7.579		72.567
	0003.0297.002	0303	49.100	15.888	31.541		96.529
Caledonia	0003.0297.009	0304	48.087	15.526	30.543		94.156
	0003.0299.002	0305	49.100	15.888	17.114		82.102
	0003.0299.002.016	0306	49.100	15.888	17.114	1.500	83.602
	0003.0299.005	0307	49.100	15.888	17.114		82.102
	0004.0299.001	0402	49.100	19.360	17.114		85.574
	0004.0299.001.016	0403	49.100	19.360	17.114	1.500	87.074
	0004.0299.002.016	0404	49.100	19.360	17.114	1.500	87.074
	0004.0299.008	0405	49.100	19.360	17.114		85.574
	0004.0299.008.016	0406	49.100	19.360	17.114	1.500	87.074
	0005.0300.004	0501	48.584	19.372	25.512		93.468
	0006.0294.005	0601	49.100	20.170	7.579		76.849
Crooked Creek	0007.0299.008	0701	49.100	7.847	17.114		74.061
	0007.0299.008.016	0702	49.100	7.847	17.114	1.500	75.561
	0008.0300.006	0801	49.100	18.770	26.088		93.958
	0008.0300.004	0802	49.100	18.770	26.088		93.958
	0009.0299.002	0901	49.100	18.120	17.114		84.334
	0009.0299.002.016	0902	49.100	18.120	17.114	1.500	85.834
	0010.0239.005	1001	49.100	23.266	19.840		92.206
	0010.0239.010	1002	48.598	22.960	19.319		90.877
	0010.0294.005	1003	49.100	23.266	7.579		79.945
	0010.0294.010	1004	49.100	23.266	7.579		79.945
	0011.0294.002	1101	49.100	24.851	7.579		81.530
Mound Prairie	0011.0294.004	1102	49.100	24.851	7.579		81.530
	0011.0294.005	1103	49.100	24.851	7.579		81.530
	0011.0294.006	1104	49.100	24.851	7.579		81.530
	0011.0299.002	1105	48.670	24.632	16.698		90.000
	0011.0299.004	1106	49.100	24.851	17.114		91.065

2025 LOCAL TAX RATES

TOWNSHIP/CITY	DETAIL DISTRICT		COUNTY	TWP/CITY	SCHOOL	CCWSD	TOTAL
Mound Prairie	0011.0300.004	1107	48.164	24.381	25.043		97.588
	0011.0300.005	1108	49.100	24.851	26.088		100.039
	0011.0300.006	1109	49.100	24.851	26.088		100.039
Sheldon	0012.0294.002	1201	49.100	13.463	7.579		70.142
	0012.0294.005	1202	49.100	13.463	7.579		70.142
	0012.0299.002	1203	49.100	13.463	17.114		79.677
Spring Grove	0012.0299.005	1204	49.100	13.463	17.114		79.677
	0013.0238.007	1301	49.100	14.487	11.758		75.345
	0013.0238.009	1302	49.100	14.487	11.758		75.345
	0013.0297.007	1303	49.100	14.487	31.541		95.128
Union	0013.0297.009	1304	48.728	14.363	31.172		94.263
	0014.0294.002	1401	49.100	17.480	7.579		74.159
	0014.0299.002	1402	49.100	17.480	17.114		83.694
	0014.0299.004	1403	49.100	17.675	17.114		83.889
	0014.0300.004	1404	48.732	17.536	25.676		91.944
	0014.0299.005	1405	49.100	19.141	17.114		85.355
Wilmington	0014.0294.005	1406	49.100	19.141	7.579		75.820
	0015.0297.002	1501	47.716	18.431	30.166		96.313
	0015.0297.003	1502	48.643	18.907	31.088		98.638
	0015.0297.009	1504	47.641	18.400	30.096		96.137
	0015.0299.002	1505	49.100	19.157	17.114		85.371
	0015.0299.003	1506	49.100	19.157	17.114		85.371
Winnebago	0015.0299.009	1507	49.100	19.157	17.114		85.371
	0016.0299.002	1601	49.100	17.390	17.114		83.604
	0016.0299.002.016	1602	49.100	17.390	17.114	1.500	85.104
	0016.0299.003	1603	49.100	17.390	17.114		83.604
Yucatan	0016.0299.008	1604	49.100	17.390	17.114		83.604
	0017.0239.005	1701	49.100	14.319	19.840		83.259
	0017.0239.010	1702	49.100	14.471	19.840		83.411
	0017.0294.005	1703	48.900	14.269	8.294		71.463
	0017.0294.010	1704	49.100	14.319	7.579		70.998
	0017.0297.005	1705	49.100	14.471	7.579		71.150
Brownsville	0017.0294.009	1706	49.100	16.066	7.579		72.745
Brownsville	0100.0299.001	2001	49.100	23.126	17.114		89.340
	0100.0300.001	2002	48.572	23.126	25.511		97.209
Caledonia	0200.0299.002.016	2101	47.604	53.247	16.577	1.500	118.928
Eitzen	0300.0299.003	2201	47.172	63.387	15.262		125.821
Hokah	0500.0300.004	2301	46.644	76.361	24.391		147.396
Houston	0600.0294.005	2401	47.571	77.898	7.002		132.471
La Crescent	9000.0300.006	2501	47.894	56.933	25.787		130.614
Spring Grove	1000.0297.009	2601	46.813	60.301	30.203		137.317

**HOUSTON COUNTY
MARKET VALUE BASED
RATE SUMMARY**

	Market Value Tax Rate Pay 2021	Market Value Tax Rate Pay 2022	Market Value Tax Rate Pay 2023	Market Value Tax Rate Pay 2024	Market Value Tax Rate Pay 2025
<u>SCHOOL DISTRICTS</u>					
238 Mabel-Canton	0.34681	0.31871	0.30261	0.26576	0.27043
239 Rushford-Peterson	0.22341	0.21049	0.20440	0.21907	0.21119
294 Houston	0.51199	0.48988	0.45311	0.47924	0.45294
297 Spring Grove	0.38995	0.34229	0.32825	0.29008	0.25222
299 Caledonia	0.20149	0.20182	0.17798	0.17738	0.15232
300 La Crescent-Hokah	0.26915	0.24992	0.22638	0.22129	0.16365

**STATE GENERAL PROPERTY TAX RATES
TAX CAPACITY BASED
RATE SUMMARY**

	Market Value Tax Rate Pay 2021	Market Value Tax Rate Pay 2022	Market Value Tax Rate Pay 2023	Market Value Tax Rate Pay 2024	Market Value Tax Rate Pay 2025
Commercial/Industrial	35.978	36.289	33.003	29.294	28.857
Seasonal Res Rec	17.306	16.306	12.321	10.640	10.010

Classification Rates for Taxes Payable in 2025

Class	Description	Tiers	NTC Class Rate	Subject to RMV Tax	Subject to State Tax
1a	Residential Homestead	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
1b	Homestead of Persons who are Blind/Disabled [classified as 1a or 2a]	First \$50,000	0.45%	Yes - 45%	No
	[classified as 1a or 2a]	\$50,000 - \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
1c	Homestead Resort	First \$600,000	0.50%	Yes - 50%	No
		\$600,001 - \$2,300,000	1.00%	Yes	No
		Over \$2,300,000	1.25%	Yes	Yes
1d	Housing for Seasonal Workers	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
2a	Agricultural Homestead - House, Garage, 1 Acre (HGA)	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
2a/2b	Agricultural Homestead - First Tier	First \$3,500,000	0.50%	No	No
2a/2b	Farm Entities Remaining First Tier	Unused First Tier	0.50%	No	No
2a	Agricultural - Nonhomestead or Excess First Tier		1.00%	No	No
2b	Rural Vacant Land		1.00%	No	No
2c	Managed Forest Land		0.65%	No	No
2d	Private Airport		1.00%	No	No
2e	Commercial Aggregate Deposit		1.00%	No	No
3a	Commercial/Industrial/Utility (<i>not including utility machinery</i>)	First \$150,000	1.50%	Yes	No
		Over \$150,000	2.00%	Yes	Yes
	Electric Generation Public Utility Machinery		2.00%	Yes	No
	All Other Public Utility Machinery		2.00%	Yes	Yes
	Transmission Line Right-of-Way		2.00%	Yes	Yes
4a	Residential Nonhomestead 4+ Units		1.25%	Yes	No
4b(1)	Residential Nonhomestead 1-3 Units		1.25%	Yes	No
4b(2)	Unclassified Manufactured Home		1.25%	Yes	No
4b(3)	Agricultural Nonhomestead Residence (2-3 Units)		1.25%	Yes	No
4b(4)	Unimproved Residential Land		1.25%	Yes	No
4bb(1)	Residential Nonhomestead Single Unit	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
4bb(2)	Agricultural Nonhomestead Single Unit (HGA)	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
4bb(3)	Condominium Storage Unit	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
4c(1)	Seasonal Residential Recreational Commercial (resort)	First \$500,000	1.00%	Yes	Yes
		Over \$500,000	1.25%	Yes	Yes
4c(2)	Qualifying Golf Course		1.25%	Yes	No
4c(3)(i)	Nonprofit Community Service Org. (non-revenue)		1.50%	Yes	No
	Congressionally Chartered Veterans Organizations (non-revenue)		1.00%	Yes	No
4c(3)(ii)	Nonprofit Community Service Org. (donations)		1.50%	Yes	Yes
	Congressionally Chartered Veterans Organizations (donations)		1.00%	Yes	Yes
4c(4)	Post-Secondary Student Housing		1.00%	No	No
4c(5)(i)	Manufactured Home Park		1.25%	Yes	No
4c(5)(ii)	Manufactured Home Park (>50% owner-occupied)		0.75%	Yes - 75%	No
4c(5)(ii)	Manufactured Home Park (50% or less owner-occupied)		1.00%	Yes	No
4c(5)(iii)	Class I Manufactured Home Park		1.00%	Yes	No
4c(6)	Metro Nonprofit Recreational Property		1.25%	Yes	No
4c(7)	Certain Noncommercial Aircraft Hangars and Land (leased land)		1.50%	Yes	No
4c(8)	Certain Noncommercial Aircraft Hangars and Land (private land)		1.50%	Yes	No
4c(9)	Bed & Breakfast		1.25%	Yes	No
4c(10)	Seasonal Restaurant on a Lake		1.25%	Yes	No
4c(11)	Marina	First \$500,000	1.00%	Yes	No
		Over \$500,000	1.25%	Yes	No
4c(12)	Seasonal Residential Recreational Noncommercial	First \$76,000	1.00%	No	Yes - 0.40%
		\$76,001 - \$500,000	1.00%	No	Yes - 1.00%
		Over \$500,000	1.25%	No	Yes - 1.25%
4d(1)	Low-Income Rental Housing (Per Unit)		0.25%	Yes - 25%	No
4d(2)	Homestead Community Land Trust (Per Unit)		0.75%	Yes - 75%	No
5(1)	Unmined Iron Ore and Low-Grade Iron-Bearing Formations		2.00%	Yes	Yes
5(2)	All Other Property		2.00%	Yes	No



Kathy Frette
Winona County Assessor

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March 2025

TO: Winona County City and Township Officials
FROM: Kathy Frette, Winona County Assessor
SUBJECT: 2025 Board of Appeal and Equalization – Assessment Trends

Dear Officials,

I hope this letter provides valuable insights to assist you in fulfilling your duties as government officials in Winona County. Below, you will find important information regarding assessment personnel assignments, performance trends, and updates for the 2025 assessment.

Assessor's Office Personnel Assignments

The following personnel are assigned to specific districts:

- **Lindsey Brandt** – Dresbach, Richmond, Saratoga, St. Charles Townships; Dakota, La Crescent City, and county-wide commercial properties.
- **Heather Conklin** – Warren, Whitewater, Elba, Mt. Vernon, Rollingstone Townships; Elba, Rollingstone, Minneiska, and Winona City; county-wide mobile homes.
- **JR Larkie** – Homer, Pleasant Hill, and New Hartford Townships; Winona City.
- **Scott Heftman** – Wiscoy, Wilson, and Hart Townships; Winona City.
- **Stephanie Smith** – Utica, Norton, Fremont, Hillsdale Townships; Altura, Goodview, Minnesota City, Lewiston, and Utica City.

Our clerical staff, **JP Nissalke** and **Trevor Meyer**, are also available to assist with inquiries. Please feel free to reach out to any of our staff regarding assessments within your jurisdiction.

Assessment Performance, Trends, and Statistics

Each year, county assessors are required to assess all property types at market value. Following updates to the current assessment, market value is defined as a median average of between **90 and 105%**. Assessors generally wish to end up in the middle of the range. Individual townships and cities are viewed independently if there are six or more sales in the previous study period. The study period for the 2025 assessment is from **October 1, 2023, through September 30, 2024**. All sales are reviewed by the Minnesota Department of Revenue, including the application of time adjustments. The following chart shows time-adjusted sales ratios for each district that had at least six sales:

Time-Adjusted Sales Ratios

District	Class	# Sales	Median Ratio
<u>Townships</u>			
Dresbach	Residential	6	90.26
Homer	Residential	10	90.23
Richmond	Residential	8	91.10
Wilson	Residential	10	84.39
<u>Cities</u>			
Altura	Residential	9	89.85
Goodview	Residential	37	88.99
Lewiston	Residential	14	92.25
St. Charles	Residential	42	88.86
Winona	Residential	251	87.39
Winona	Apartments	6	99.46
Winona	Commercial	8	84.63
Countywide	Rural Land	20	88.16

The median ratio is a center point calculation that does not allow outlier sales to influence their result as much as other statistical methods. It is the standard in the assessment community. Several of the districts listed above are below the minimum requirements as set by the Department of Revenue. Any district below the **90% threshold** must be adjusted to remain in compliance with the Minnesota Department of Revenue's requirements. While some increases were necessary, they are less significant in comparison to previous years.

In reviewing residential sales countywide, there were **422 sales in 2025** compared to **446 sales in 2024** representing a **5.6% decrease in sales**. The City of Winona had **251 sales in 2025** compared to **289 sales in 2024**, which is a **15.1% decrease in sales**.

2025 Assessment Updates

The following changes were implemented for the 2025 assessment:

- The **base value per square foot for houses** increased from **\$162.00 to \$170.00**. This base value is used to ensure consistency throughout the assessment among locations, property types and property conditions. When setting values for the 2025 assessment on residential properties, many factors are taken into consideration including price ranges, age of the properties, building components, land values, and the quality and condition of properties. Sales that occur after the end of the statutory sales calendar and values of adjoining taxing districts are also taken into consideration.
- **Residential countywide had a 5% average increase.**
- **The following cities/jurisdictions had higher residential increases to stay compliant with the DOR mandates: The City of Winona and Altura City increased 7%, Saratoga Township increased 17%, and Wilson Township increased 10%.**
- **Apartment properties** countywide had a 91.97% ratio, so no adjustments were made.
- **Commercial properties in Winona City** had an assessed ratio of **84.63%** with 8 sales, necessitating a **10% increase**.
- **Commercial properties in Utica** were adjusted by **20%**.
- **St. Charles Whitewater Ave commercial properties** increased by an average of **21.6%**, with variations based on new construction and quintile assessments.
- **Total reappraisals** were conducted in Wiscoy, Pleasant Hill, Homer, Warren, Dresbach, Dakota, La Crescent, Minnesota City, Stockton, Utica, 20% of Winona was reappraised pursuant to the Department of Revenue mandated appraisal schedule.

Rural Land Values

The following changes were implemented for the 2025 assessment:

There were 18 Rural Vacant/Ag sales with a ratio of 81.77%. To remain in compliance with the Department of Revenue, the following increases were made:

- **All tillable land increased 10%.** Top Tier increased from \$10,000 to \$11,000 per acre.
- **Pasture increased 5%** from \$4,500 to \$4,700 per acre.
- **Woods increased 15%** from \$4,700/acre to \$5,400/acre. Hunting land continues to sell well in Winona County.
- **Green acre tillable land is the same amount as market value.**
- **Pasture in GA/RP increased 5%** from \$4,000 to \$4,200 (which is ordered by DOR).
- **Woods in GA/RP increased 15%** from \$1,750 to \$2,000.

Attachments

The following attachments are included in some letters:

- 2025 Assessment Rural Land Schedule
- 2025 Assessment Land Sales
- Winona County Land Valuation Regions Map
- Board of Appeal guidelines are provided to all districts who hold a board of appeal meeting.

If you have any questions, please do not hesitate to contact my staff or me.

Sincerely,

Kathy Frette
Winona County Assessor

Winona County

2025 Assessment Rural Land Schedule

Classification	2025 Region A	2025 Region B	2025 Region C	2024 Region A	2024 Region B	2024 Region C	2023 Region A	2023 Region B	2023 Region C	2022 Region A	2022 Region B	2022 Region C
A1 Tillable	11,000	10,200	10,200	10,000	9,300	9,300	9,500	8,300	8,300	8,600	7,500	7,500
A2 Tillable	10,200	9,500	9,500	9,300	8,675	8,675	8,900	7,750	7,750	8,100	7,050	7,050
B1 Tillable	9,500	8,900	8,900	8,675	8,100	8,100	8,350	7,250	7,250	7,575	6,600	6,600
B2 Tillable	8,900	8,300	8,300	8,100	7,550	7,550	7,750	6,750	6,750	7,050	6,150	6,150
C1 Tillable	8,300	7,800	7,800	7,550	7,050	7,050	7,200	6,300	6,300	6,550	5,700	5,700
C2 Tillable	7,800	7,200	7,200	7,050	6,550	6,550	6,625	5,775	5,775	6,025	5,250	5,250
Pasture	4,700	4,700	4,700	4,500	4,500	4,500	4,400	4,400	4,400	4,000	4,000	4,000
Pasture GA/RP	4,200	4,200	4,200	4,000	4,000	4,000	3,400	3,400	3,400	3,000	3,000	3,000
Woods	5,400	5,400	5,400	4,700	4,700	4,700	4,400	4,400	4,400	4,000	4,000	4,000
Woods GA/RP	2,000	2,000	2,000	1,750	1,750	1,750	1,600	1,600	1,600	1,500	1,500	1,500
Waste	5,400	5,400	5,400	4,700	4,700	4,700	4,400	4,400	4,400	4,000	4,000	4,000
Waste GA/RP	2,000	2,000	2,000	1,750	1,750	1,750	1,600	1,600	1,600	1,500	1,500	1,500
Building Sites	61,000-63,000	61,000-63,000	61,000-63,000	61,000-63,000	61,000-63,000	61,000-63,000	61,000-63,000	61,000-63,000	61,000-63,000	56,000-58,000	56,000-58,000	56,000-58,000

Notes:

Green Acre tillable values are equal to market value tillable values

Building sites may be adjusted depending on view or other factors

2025 Assessment Land Sales

All rural land sales

Township	Seller	Buyer	Date	Price	Acres	\$SP/Ac	Prod Till	% Till	Ag
Freemont	David Hauck	Marty Reps	27DEC2023	\$577,600	76	\$7600	75.36	99.15	Y
Freemont	The Donald R Giles Revocable Trust dated January 30 2007	Daniel Olson	17JUN2024	\$795,504	154.27	\$5166	147.27	95.46	Y
Hart	Miller Rush Creek Farm LLC	Greg Smith	06MAR2024	\$313,875	47.56	\$6600	42.56	89.49	Y
Hart	Margaret Barr	Greg Smith	13JUN2024	\$756,150	116.5	\$6491	102	87.55	Y
Utica	Larry Dorn	Christopher D Sauer							
Warren	Douglas Thesing	Revocable Trust dated September 29 2015	08JAN2024	\$855,000	85.5	\$10000	79.21	92.64	Y
Wilson	Carl Bergmann and Alice Bergmann Trust dated May 5, 1994	Darrin Wirt	28DEC2023	\$1,050,000	112	\$9375	109	97.32	Y
Elba	Nathan Heim	Douglas Thesing	28DEC2023	\$900,000	96.39	\$9337	90.75	94.14	Y
Freemont	Estate of Hildegard Volkman	Bjerke Brothers LLC	16SEP2024	\$472,990	67.57	\$7,000	0	0	N
Hillsdale	Charles Biesanz	Leroy Yoder	10OCT2023	\$650,000	130.97	\$4963	33	25.19	N
Hillsdale	James Sobeck	Construction Ventures, Inc.	16SEP2024	\$580,000	105	\$5524	21	20	N
Hillsdale	James Sobeck	Lyle Johnson	15JUL2024	\$210,000	34.25	\$6005	4	11.6	N
Homer	Michael Spiten	Kevin Bronk	15JUL2024	\$628,500	93.55	\$6718	30.61	32.72	N
New Hartford	Jeremy Scheel	Creek Ridge Properties LLC	01AUG2024	\$696,587	112.5	\$6192	25.34	22.52	N
New Hartford	Southfork LLC	Shawn Hoffman	27OCT2023	\$490,000	88.18	\$5557	0	0	N
St Charles	Gary Dunn	Thomas Behnke	19APR2024	\$680,000	128.83	\$5278	0	0	N
Warren	Lyle Johnson	Kristina Colbenson	20MAY2024	\$450,000	35.6	\$12640	0	0	N
Wilson	Mitchell Walch	Jason Hodge	11JUN2024	\$235,900	43	\$5486	0	0	N
		Troy May	29MAR2024	\$300,000	54.3	\$5525	1.3	2.39	N

ALHAMBRA COUNTY

C	WHITEWATER	B	MOUNT VERNON
C	ELBA	B	NORTON
A	ST CHARLES	A	UTICA
A	SARATOGA	A	FREMONT
		A	HART
		A	WARREN
		B	HILLSDALE
		B	ROLLINGSTONE
		B	CITY OF WINONA
		B	HOMER
		B	RICHMOND
		B	PLEASANT HILL
		B	NEW HARTFORD
		B	DREXBACH

Board of Appeal and Equalization Guidelines

- You need to have a quorum of your voting members present at the meeting to make changes. One of the members must be certified. Please be sure that there is sufficient voting members present at the meeting. Failure to do so will result in your taxing jurisdiction losing its board of appeal privileges for a minimum of two years.
- You are limited to a 1% change in value for your district. Each change must be made on an individual basis. This means that under the law you are unable to make across the board changes to the assessment.
- The board may add omitted property. The assessor staff will bring new construction reports to the meeting. Because some farm buildings do not require permits, it leaves room for the appraisers to inadvertently omit buildings in their townships. The board may not exempt property. Only the county assessor or the tax court can exempt property.
- The board may increase the value of a property. However, if the board chooses to do so, the owner of the property must be contacted and given a hearing if he/she chooses to do so. This will generally cause the board to reconvene.
- We have multiple daytime meetings scheduled each day. It is important that we take care of the business in an efficient manner so that we are not late for our next meeting. We may need to set time limits for individual appeals if there is a large crowd at the meeting. Because all boards and councils have done a really good job of this in the past, I expect no problems.
- I prefer making valuation and classification decisions after all appeals have been heard. I have done this previously and it has always worked well. I think decisions in this manner are consistent and fair. This is the recommended method of doing business as prescribed by the Department of Revenue.
- Either one of my staff members or I will be attending your meeting.
- We receive many calls prior to the equalization meetings. Many times, the questions are simple, and problems are easily resolved. If my office finds any property within your taxing districts that should likely be changed and it is discovered less than 10 days prior to the equalization meeting, we will be asking you to approve those changes as a blanket. A list will be provided to you on the day of the meeting.
- The board is encouraged to ask questions and provide its expertise.

#3.1



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: April 23, 2025
RE: Lease Agreement – Healthy Community Partnership

Attached for review and consideration by the City Council is the lease agreement with La Crescent Area Healthy Community Partnership (HCP) for the house that the City owns at 333 Main Street. The City has leased the property to HCP since 2016.

We are suggesting that the City Council approve the lease agreement with HCP with an expiration date of April 30, 2026. The lease is modified slightly so that HCP is responsible for all maintenance costs that may arise during the next year.

HCP has been actively looking, and will continue to look for another site that meets their needs and is within their budget. In the meantime, we would suggest that the City Council approve the lease agreement with HCP.

Minnesota Lease Agreement

THIS LEASE AGREEMENT (hereinafter referred to as the "Agreement") made and entered into this _____ day of _____, 2025, by and between City of La Crescent (hereinafter referred to as "Landlord") and La Crescent Area Healthy Community Partnership (hereinafter referred to as "Tenant" or "HCP").

WITNESSETH:

WHEREAS, Landlord is fee owner of certain real property being, lying and situated in Houston County, Minnesota, such real property having a street address of 333 Main Street, La Crescent, Minnesota (hereinafter referred to as the "Premises").

WHEREAS, Landlord desires to lease the Premises to Tenant upon the terms and conditions as contained herein; and

WHEREAS, Tenant desires to lease the Premises from Landlord on the terms and conditions as contained herein;

NOW, THEREFORE, for and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. **TERM.** Landlord leases to Tenant and Tenant leases from Landlord the above described Premises together with any and all appurtenances thereto, for a term beginning on May 1, 2025 and extend until its expiration on April 30, 2026. Landlord reserves the right to unilaterally terminate the Lease upon ninety (90) days written notice.
2. **RENT.** The total rent for the term hereof is the sum of One 00/100 Dollars (\$1.00) and good and valuable consideration. The receipt of which is hereby acknowledged by Landlord.
3. **USE OF PREMISES.** The Premises shall be used and occupied by Tenant for space needed by Tenant and it's eight (8) partner programs.
4. **CONDITION OF PREMISES.** Tenant stipulates, represents and warrants that Tenant has examined the Premises, and that they are at the time of this Lease in good order, repair, and in a safe, clean and tenantable condition. Tenant accepts the condition of the Premises in its "AS IS" and "WHERE IS" condition and waives all disclosures.
5. **ASSIGNMENT AND SUB-LETTING.** Tenant shall not assign this Agreement or sub-let or grant any license to use the Premises or any part thereof without the prior written consent of Landlord. A consent by Landlord to one such assignment, sub-letting or license shall not be deemed to be a consent to any subsequent assignment, sub-letting or license. An assignment, sub-letting or license without the prior written consent of Landlord or an assignment or sub-letting by operation of law shall be absolutely null and void and shall, at Landlord's option, terminate this Agreement.
6. **ALTERATIONS AND IMPROVEMENTS.** Tenant shall make no alterations to the buildings or improvements on the Premises or construct any building or make any other improvements on the Premises without the prior written consent of Landlord.

Any and all alterations, changes, and/or improvements built, constructed or placed on the Premises by Tenant shall, unless otherwise provided by written agreement between Landlord and Tenant, be and become the property of Landlord and remain on the Premises at the expiration or earlier termination of this Agreement.

7. **HAZARDOUS MATERIALS.** Tenant shall not keep on the Premises any item of a dangerous, flammable or explosive character that might unreasonably increase the danger of fire or explosion on the Premises or that might be considered hazardous or extra hazardous by any responsible insurance company.
8. **UTILITIES.** Tenant shall be responsible for arranging for and paying for all utility services required on the Premises. Tenant shall provide verification that all utilities are paid current at request of Landlord.
9. **MAINTENANCE AND REPAIR; RULES.** Tenant will, at its sole expense, keep and maintain the Premises and appurtenances in good and sanitary condition and repair during the term of this Agreement and any renewal thereof. Landlord shall have no obligations regarding maintenance.
10. **DAMAGE TO PREMISES.** In the event the Premises are destroyed or rendered wholly uninhabitable by fire, storm, earthquake, or other casualty not caused by the negligence of Tenant, this Agreement shall terminate from such time except for the purpose of enforcing rights that may have then accrued hereunder.
11. **INSPECTION OF PREMISES.** Landlord and Landlord's agents shall have the right at all reasonable times during the term of this Agreement and any renewal thereof to enter the Premises for the purpose of inspecting the Premises and all buildings and improvements thereon. And for the purposes of making any repairs, additions or alterations as may be deemed appropriate by Landlord for the preservation of the Premises or the building. Landlord and its agents shall further have the right to exhibit the Premises and to display the usual "for sale", "for rent" or "vacancy" signs on the Premises at any time. The right of entry shall likewise exist for the purpose of removing placards, signs, fixtures, alterations or additions, that do not conform to this Agreement or to any restrictions, rules or regulations affecting the Premises.
12. **SUBORDINATION OF LEASE.** This Agreement and Tenant's interest hereunder are and shall be subordinate, junior and inferior to any and all mortgages, liens or encumbrances now or hereafter placed on the Premises by Landlord, all advances made under any such mortgages, liens or encumbrances (including, but not limited to, future advances), the interest payable on such mortgages, liens or encumbrances and any and all renewals, extensions or modifications of such mortgages, liens or encumbrances.
13. **TENANT'S HOLD OVER.** Tenant shall not hold over. Tenant agrees to vacate the Premises upon termination of this Agreement.
14. **SURRENDER OF PREMISES.** Upon the expiration of the term hereof, Tenant shall surrender the Premises in as good a state and condition as they were at the commencement of this Agreement, reasonable use and wear and tear thereof and damages by the elements excepted.
15. **QUIET ENJOYMENT.** Tenant, upon payment of all of the sums referred to herein as being payable by Tenant and Tenant's performance of all Tenant's agreements

contained herein and Tenant's observance of all rules and regulations, shall and may peacefully and quietly have, hold and enjoy said Premises for the term hereof.

16. **INDEMNIFICATION.** Landlord shall not be liable for any damage or injury of or to the Tenant, Tenant's family, guests, invitees, agents or employees or to any person entering the Premises or the building of which the Premises are a part or to goods or equipment, or in the structure or equipment of the structure of which the Premises are a part, and Tenant hereby agrees to indemnify, defend and hold Landlord harmless from any and all claims or assertions of every kind and nature.
17. **DEFAULT.** If Tenant fails to comply with any of the material provisions of this Agreement, other than the covenant to pay rent, or of any present rules and regulations or any that may be hereafter prescribed by Landlord, or materially fails to comply with any duties imposed on Tenant by statute, within seven (7) days after delivery of written notice by Landlord specifying the non-compliance and indicating the intention of Landlord to terminate the Lease by reason thereof, Landlord may terminate this Agreement. If Tenant fails to pay rent when due and the default continues for seven (7) days thereafter, Landlord may, at Landlord's option, declare the entire balance of rent payable hereunder to be immediately due and payable and may exercise any and all rights and remedies available to Landlord at law or in equity or may immediately terminate this Agreement.
18. **ABANDONMENT.** If at any time during the term of this Agreement Tenant abandons the Premises or any part thereof, Landlord may, at Landlord's option, obtain possession of the Premises in the manner provided by law, and without becoming liable to Tenant for damages or for any payment of any kind whatever.
19. **ATTORNEYS' FEES.** Should it become necessary for Landlord to employ an attorney to enforce any of the conditions or covenants hereof, including the collection of rentals or gaining possession of the Premises, Tenant agrees to pay all expenses so incurred, including a reasonable attorneys' fee.
20. **RECORDING OF AGREEMENT.** Tenant shall not record this Agreement on the Public Records of any public office. In the event that Tenant shall record this Agreement, this Agreement shall, at Landlord's option, terminate immediately and Landlord shall be entitled to all rights and remedies that it has at law or in equity.
21. **GOVERNING LAW.** This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Minnesota.
22. **SEVERABILITY.** If any provision of this Agreement or the application thereof shall, for any reason and to any extent, be invalid or unenforceable, neither the remainder of this Agreement nor the application of the provision to other persons, entities or circumstances shall be affected thereby, but instead shall be enforced to the maximum extent permitted by law.
23. **BINDING EFFECT.** The covenants, obligations and conditions herein contained shall be binding on and inure to the benefit of the heirs, legal representatives, and assigns of the parties hereto.
24. **DESCRIPTIVE HEADINGS.** The descriptive headings used herein are for convenience of reference only and they are not intended to have any effect whatsoever in determining the rights or obligations of the Landlord or Tenant.

25. **CONSTRUCTION.** The pronouns used herein shall include, where appropriate, either gender or both, singular and plural.
26. **NON-WAIVER.** No indulgence, waiver, election or non-election by Landlord under this Agreement shall affect Tenant's duties and liabilities hereunder.
27. **MODIFICATION.** The parties hereby agree that this document contains the entire agreement between the parties and this Agreement shall not be modified, changed, altered or amended in any way except through a written amendment signed by all of the parties hereto.
28. **NOTICE.** Any notice required or permitted under this Lease or under state law shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to: City of La Crescent
City Administrator
315 Main Street
La Crescent, MN 55947

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

If to Tenant to: La Crescent Area Healthy Community Partnership
333 Main Street
La Crescent, MN 55947

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

29. **ADDITIONAL PROVISIONS.**

See attached Exhibit A.

SIGNATURES ON FOLLOWING PAGE

As to Landlord this _____ day of _____, 2025.

LANDLORD:

CITY OF LA CRESCENT

By: Mikel Poellinger

Its: Mayor

By: Bill Waller

Its: City Administrator

As to Tenant, this _____ day of _____, 2025.

TENANT:

LA CRESCENT AREA HEALTHY COMMUNITY PARTNERSHIP

By:

Its:

Exhibit A

Additional Provisions:

1. Landlord has the ability to terminate this Agreement without cause upon ninety (90) days written notice to Tenant. After termination, this Agreement will become null and void and neither party shall have any obligation to the other.
2. HCP will maintain the facility in a clean and orderly manner, absent ordinary wear and tear.
3. Employees or volunteer agents of HCP providing services in the real property will be considered employees or volunteer agents of HCP alone and will in no way be considered employees or volunteer agents of the City. Volunteer agents of HCP shall not be considered volunteer agents of City. Employees of HCP shall not be considered employees of City. The City will not be held responsible or held liable for HCP or any HCP agents. It is agreed that HCP in the performance of the work and services agreed to be performed by and under this Agreement, shall not act as an employee of the City and none of its officers, employees, agents, or volunteers shall obtain any rights to retirement benefits or other benefits which accrue to City employees and HCP expressly waives any claim it may have to such rights. HCP shall be responsible for its own separate debts, obligations and other liabilities. HCP shall not pledge as collateral the real property or its appurtenances leased by the City. HCP shall maintain commercial general liability insurance from a reputable and licensed insurance company licensed to do business in the State of Minnesota with minimum limits of not less than \$1,000,000.00 per occurrence. HCP shall name the City as an additional insured and shall provide the City with a certificate of insurance showing evidence of liability coverage prior to the commencement of this Agreement. HCP shall also maintain worker's compensation in accordance with Minn. Stat. §176.182, if applicable.
4. The City, including its elected officials, employees, agents and representatives, shall not be liable to HCP, or those claiming through or under HCP, for any injury, death or property damage occurring in, on or about the real property located at 333 Main Street, La Crescent, Minnesota, and HCP shall indemnify and defend the City, including its elected officials, employees, agents and representatives, and hold them harmless from any claim or damage arising out of any injury, death or property damage occurring in, to or about the premises described herein. HCP shall indemnify and defend the City and hold it harmless for any claim for damage arising out of any injury, death or property damage occurring in, on or about the premises described herein by HCP or an employee, volunteer, customer, invitee, guest or trespasser of HCP. Notwithstanding, it is understood and agreed that the City's liability shall be limited by the provisions of Minn. Stat. §466 or other applicable law.
5. Notwithstanding any notice provisions herein, any breach of this Agreement by HCP shall be grounds for immediate termination of this Agreement.
6. HCP may not assign its duties and obligations under this Agreement to any third party without the prior written consent of the other party.
7. Landlord shall retain the right to utilize the lawn area on the southside of the house when Landlord has activities taking place on the adjacent lot.

SIGNATURES ON FOLLOWING PAGE

As to Landlord this _____ day of _____, 2025.

LANDLORD:

CITY OF LA CRESCENT

By: Mikel Poellinger

Its: Mayor

By: Bill Waller

Its: City Administrator

As to Tenant, this _____ day of _____, 2025.

TENANT:

LA CRESCENT AREA HEALTHY COMMUNITY PARTNERSHIP

By:

Its:

#3.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: April 23, 2025
RE: Install Mississippi River Buoys

Attached for review and consideration by the City Council is a request from Ron Wilke on behalf of residents on the south end of Shore Acres to pay for the cost of installing and removing voluntary no wake markers/buoys. The cost would be \$975 in 2025, and \$600 in 2026 and 2027.

We are suggesting that the City Council authorize the expenditure, and amend the City Council discretionary line item in the 2025 general fund budget to include this expenditure. We would then include this cost in the 2026 general fund budget.

Ron Wilke will be in attendance at the meeting to answer any questions regarding the request.

04/17/2025

TO: La Crescent City Administrator Waller

FR: Ron Wilke & Shore Acres West Channel Residents (addresses 66 - 238)

RE: Request to Fund Placement of Voluntary No-Wake Zone Buoys

Administrator Waller,

As you are aware, for years, Shore Acres Residents living on the Mississippi River West Channel have expressed safety concerns with boats navigating at excessive speeds. As you may also know, an application to establish a 100 ft. No Wake Zone was approved by the MN DNR. However, final Houston County Board action to approve a No Wake Zone Ordinance failed in March 2024.

Communication of safety concerns with the Houston County Sheriff's Dept. continued throughout the 2024 boating season. In response to those concerns, Sheriff Swedberg cited MN Rule 6110.1500 sub. 5 "Regulatory & Informational Signs and Buoys" that authorizes his ability to approve the posting of voluntary no wake markers/buoys. Sheriff Sweberg shared that a yearly request can be submitted to allow him to approve information buoys for placement in the river. That application is in progress.

In addition to the above, we have researched options for labor and materials to place three buoys we currently have in our possession throughout the West Channel, see attached. We are requesting support from the City of La Crescent to cover the cost of the initial rigging of the buoys and annual placement and removal as outlined in the attached quote, pending final approval on the part of Sheriff Swedberg.

Thank you for your consideration of our request, and in support of our concern for the safety of all who navigate the West Channel.

Attachment: Price Quote

From: Weymiller Marine, Inc.
800 South Front Street
Lansing, IA 52151
Phone: 563-380-2212
Email: weymillermarine@gmail.com

West Channel Buoy Rigging & Placement Quote

Hello Ron,

Bouy assemblies including a cement anchor, stainless steel cable and clamps plus assembly of bouy to anchor are \$125/assembly.

3 bouys assembled would be a total of \$375.

Installation and removal of 3 bouys would be \$300/half for a total of \$600/year.

The first year would end up being \$975 with additional years being \$600.

The cable generally lasts 2-3 years

Thanks for letting me quote this for you

Jesse Weymiller

A graphic of the American flag, with stars in the upper left and stripes flowing across the background.

A DAY OF REMEMBRANCE: MEMORIAL DAY IN LA CRESCENT

This Memorial Day, let's come together as a community to remember, honor, and show our respect for those who have made the ultimate sacrifice for our freedom.

Monday, May 26, 2025

GRAVESIDE SERVICES:

- 8:30A.M. Oakland Cemetery, Dresbach
- 8:45A.M. Holy Cross Catholic Cemetery, Dakota
- 8:55A.M. Dakota Public Cemetery, Dakota
- 9:15A.M. Hiler Cemetery, Nodine
- 9:25A.M. St. John's Evangelical Cemetery, Nodine
- 9:45A.M. Toledo Cemetery, La Crescent
- 10:00A.M. Prince of Peace Cemetery, La Crescent
- 10:10A.M. Pine Creek Catholic Cemetery, La Crescent
- 10:25A.M. Crucifixion Catholic Cemetery, La Crescent
- 10:40A.M. South Ridge Immanuel Lutheran Cemetery, La Crescent
- 10:50A.M. South Ridge United Methodist Church Cemetery, La Crescent
- 11:05A.M. Prospect Hill Cemetery, La Crescent

EVENTS:

- 12:00P.M. Parade ~ Downtown La Crescent: Walnut St. to Veterans Pkwy.
- 12:30P.M. Program ~ In front of the La Crescent Area Event Center
- 1:00P.M. Live music by Tom Conrad, Chicken-Que available for purchase (\$15/meal), and Swing Bridge Pub will be open for beverage sales.

Memorial Day Parade

Date:

Monday, May 26, 2025

Time:

11:45a.m. (parade line-up), 12:00p.m. (start)

Line-Up Location:

South Oak Street in front of Schumacher-Kish Funeral Home located at 111 S Oak St. The line-up will face south on S Oak St.

Parade Participants (in order):

- La Crescent Police Department
- American Legion Post 595
- VFW Post 11542
- La Crescent Fire Department
- Girl Scouts
- Boy Scouts
- La Crescent-Hokah High School Band
- Tri-State Ambulance

Route:

- Left of South 2nd St from lineup
- Left on South Walnut St to North 4th St
- Right on North 4th St to North Chestnut St
- Left on North Chestnut St to Veterans Pkwy
- Left on Veterans Parkway – end in parking lot at Veterans Park

MEMORIAL DAY PARADE - LINEUP & ROUTE



M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: April 22nd, 2025

SUBJECT: CPL Grant Agreement Phase II Forest Habitat Improvement Project in Stoney Point

The city was awarded a Conservation Partners Legacy Grant by the Minnesota DNR to complete phase II of the forest habitat restoration on the Stoney Point property. The grant is for \$49,875. The project involves forestry mowing, follow-up foliar spraying applications, and planting of hardwood seedlings in the area south of the well house to south 7th street.

The forestry mowing would be accompanied by a two-to-three-year effort to use systemic herbicides targeted to the exotic invasive woody vegetation using foliage sprays. Once exotic invasive woody vegetation is eradicated the city would plant a diverse selection of native hardwood species on this site to reestablish the forest. Those native hardwood species include hackberry, bitternut hickory, sugar maple, and white oak.

We believe an extensive public education and outreach effort will help to make this project a success. The forestry mowers are very effective tools to remove exotic invasive woody vegetation, but they will make the landscape look very bare for some time. We are planning our outreach efforts around connections with the local TV stations, newspapers, and to place some yard signs with a QR code and project write up at Stoney Point. Discussions about the project with city committees will be another component of our public education and outreach.

The grant agreement is included in the packet. The grant agreement content is similar to the one the city entered into for the Phase I Forest Habitat Improvement project in Stoney Point. The Phase II project has a different grant timeline and amount, but the parameters are the same. We would ask that the council approve entering into the grant agreement with the MN DNR. We will release an RFP to solicit proposals for the project work. I will be in attendance to review the project scope and timing.

**STATE OF MINNESOTA
CONSERVATION PARTNERS LEGACY GRANT PROGRAM
GRANT CONTRACT
«Organization_Name»/ «Project_Name»**

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources, ("State") and «Organization_Name», «Fiscal_Street_Address_1», «Fiscal_City», «Fiscal_State» «Fiscal_Zip_Code» ("Grantee").

Recitals

1. Under Minnesota Laws 2024, Regular Session, Chapter 106, Article 1, Section 2, Subd. 5(z), and Minnesota Statute § 84.026 the State is empowered to enter into this grant.
2. «Recital»
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** The date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5. Per, Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**
- 1.2 **Expiration date:** **June 30, 2028**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 2.5. Signage; 11. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property Rights; 15. Data Compatibility and Availability Requirements; 16. Publicity and Endorsement; 17. Governing Law, Jurisdiction, and Venue; 23. Data Disclosure; and 24. Use of Funds for Match or Reimbursement.

2 Duties

Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1).
- 2.2 Perform each of the duties outlined in Attachment A, Work Plan, which is attached and incorporated into this grant contract. Any changes to the Work Plan must have prior written approval from the State's Authorized Representative.
- 2.3 Apply for and receive all necessary approvals and permits to complete the project and comply with all applicable local, state and federal laws, ordinances, rules, and regulations. This includes all legal restrictions and requirements contained in Minnesota Laws 2024, Regular Session, Chapter 106, Article 1, Section 2, Subd. 5(z), and MN Statute 97A.056.
- 2.4 Meet all grant program requirements, as described in the *Conservation Partners Legacy Grant Program (CPL) FY2025 Request for Proposal*, which is incorporated into this grant contract by reference. The *Request for Proposal (RFP)* may be located Here.
- 2.5 Erect signage in accordance with Minnesota Laws 2009, Chapter 172, Article 5, Section 10, and MN Statute 97A.056. Signs have been designed and created and will be ordered and mailed to Grantee towards the end of the grant period. Grantee is not responsible for the cost of signs but is responsible for placing signs according to MN Laws.
- 2.6 Submit a progress report based on expenditures made and work performed during the previous year, in a form prescribed by the State, by December 31 of each year during the term of this grant contract. A final report must be submitted prior to or with the request for final payment.

- 2.7 To provide match as pledged in the approved Work Plan in non-state cash or in-kind services for the costs incurred for the completion of the Project.
- 2.8 Follow all Invasive Species regulations, policies and procedures of the Department of Natural Resources (DNR) to prevent or limit the introduction, establishment, and spread of invasive species (see section 4.2). This requirement applies to all activities performed on all lands under this grant contract and is not limited to lands under DNR control or public waters.

State's Duties

- 2.9 To provide Grantee up to \$«**Total_Grant_Amount_Requested**» for the costs incurred for the completion of the Project.
- 2.10 For grants over \$50,000, the State's Authorized Representative(s) or other designated State Representative will conduct at least one monitoring visit per grant period. For grants over \$250,000, these visits will be on an annual basis. A monitoring visit may be in person or by telephone.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Project Requirements

- 4.1 **Vegetation Requirements.** All projects funded in whole or in part by this grant use only seed mixes or plant lists approved by the Land Manager of the project site. Approval by land manager should be kept on file by grantee for auditing purposes.
- 4.2 **Invasive Species Prevention.** The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during all activities performed on all lands under this grant contract. The grantee and/or hired contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee/contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee/contractor shall dispose of material cleaned from equipment and clothing at a location determined by the land manager. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The grantee/contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

- 4.3 **Project Sites.** All restoration and enhancement projects funded with this grant must be on land permanently protected by a conservation easement or public ownership or in public waters as defined in Minnesota Statutes, section 103G.005, subdivision 15.
- 4.4. **Restoration and Management Plan.** Hereinafter known as R&M Plan.
 - (a) For all restorations, prepare and retain an ecological restoration and management plan that, to the degree practicable, is consistent with current conservation science and ecological goals for the restoration site. Consideration should be given to soil, geology, topography, and other relevant factors that would provide the best chance for long-term success and durability of the restoration. The plan shall include the proposed timetable for implementing the restoration, including, but not limited to, site preparation, establishment of diverse plant species, maintenance, and additional enhancement to establish the restoration; identify long-term maintenance and management needs of the restoration and how the maintenance, management, and enhancement will be financed; and use the current conservation science to achieve the best restoration.
 - (b) The R&M plan shall be prepared on a form provided by the State's Authorized Representative.

- 4.5 **Timely written contact of Conservation Corps Minnesota.** All grantees must give consideration to and make timely written contact with the Conservation Corps Minnesota or its successor for consideration of possible use of their services to contract for restoration and enhancement services. A copy of the written contact must be filed with the State's Authorized Representative within 10 days of grant execution.
- 4.6 **Pollinator Best Management Practices.** Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to Minnesota Statutes, section 84.973. Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: http://files.dnr.state.mn.us/natural_resources/npc/bmp_contract_language.pdf.
- 4.7 **Prescribed Burning on State Lands.** For prescribed burns on state lands, contractors must meet the equipment and personnel requirements (including training and experience) called for in the prescribed burn plan provided by the State. Requirements can be found at <https://files.dnr.state.mn.us/forestry/wildfire/rxfire/prescribed-burn-handbook.pdf>.
- 4.8 **Revenues.** Any revenues generated during the grant period from activities on land acquired, restored, or enhanced with CPL funding must be disclosed to CPL staff and used for habitat purposes to be agreed upon.

5 Additional Restrictions

CPL funded projects may not be used as future mitigation for any loss or destruction of habitat.

6 Consideration and Payment

6.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in Attachment A, which is attached and incorporated into this grant contract. Partial payments are allowed. Grantees may vary by 10% between budget categories without prior approval from the State's Authorized Representative. Reasonable amounts may be advanced to accommodate cash flow needs or to match federal share. The advances must be approved in the Work Plan.

(b) **Travel Expenses.** Payment for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed 1% of the total awarded grant amount; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$«Total_Grant_Amount_Requested».

6.2 Payment

(a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted, on or before **4 pm local time, July 25, 2028**. Invoices must include copies of appropriate documentation to prove the work has been completed. Invoices must be submitted in a timely manner and in the manner described in the CPL Payment Manual, which is incorporated into this grant contract by reference and can be found at:

http://files.dnr.state.mn.us/assistance/grants/habitat/lessard_sams/grantee/payment_manual.pdf

(b) **Hold Back.** No less than 5% of the amount of the grant must be held back from payment until the grant recipient has completed a grant accomplishment report by the deadline in the form prescribed by and satisfactory to the State and LSOHC.

(c) **Direct Expenditures.** Grant and match funds may only be used for the eligible direct expenditures as described in the approved Work Plan. Indirect costs and institutional overhead costs are ineligible.

(d) **Match Requirements Met.** All match requirements must have been fulfilled by the Grantee prior to final payment by the State.

(e) **Federal Funds.** No Federal funds will be used.

6.3 Work assigned to the State. The Grantee may provide portions of the proceeds of this contract to the State. Work done by the State must be so specified in the Work Plan. A letter shall be sent to the State's Authorized Representative and include: the specific area of the Work Plan authorizing the work; the portion of the proceeds to be used by the State; the name, title, address, phone number and e-mail address for the State's representative assigned to accomplish the work; the expected completion date of the work; and a brief description of the nature of the work sufficient as the basis for judgment of whether or not the work was accomplished. If the work authorized by the Grantee is acquisition of land or an interest in land, the amount made available to the State shall include the Grantee's proportionate cost of professional services to complete the acquisition. The Grantee's proportion shall be determined by the ratio of its contribution to the acquisition price as a portion of the whole acquisition price. The Grantee's proceeds available under Clause 8, Payment Procedures, of this contract shall be reduced by the amount provided for State use.

6.4 Contracting and Bidding Requirements.

(a) **Municipalities.** Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.

i. If the amount of the contract is estimated to exceed \$175,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

ii. If the amount of the contract is estimated to cost between \$25,000 and \$174,999, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).

iii. If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

(b) **Nonprofit Organizations.**

i. Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

ii. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids.

iii. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.

iv. The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

- State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List
- Metropolitan Council's Targeted Vendor list: Minnesota Unified Certification Program
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program

v. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

(c) **Support documentation.** Documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable, for both municipalities and nongovernmental organizations.

(d) **Prevailing wage.** For any project of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals. Additional information on prevailing wage requirements is available on the Department of Labor and Industry (DOLI) website at <https://www.dli.mn.gov/business/employment-practices/prevailing-wage-information>. Questions about the application of prevailing wage rates should be directed to DOLI at 651-284-5091. The Grant recipient is solely responsible for payment of all required prevailing wage rates.

(e) The grantee must not contract with vendors who are suspended or debarred in MN:

<http://www.mmd.admin.state.mn.us/debarredreport.asp>.

7 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

8 Payment Procedures

8.1 **Documentation Requirements.** To obtain the payment approved for work under this grant contract, the grantee must follow all payment procedures documented within the CPL Payment Manual.

9 Authorized Representative

The State's Authorized Representatives:

David Stein	Amy Yoelin
CPL Program Coordinator	CPL Program Administrator
500 Lafayette Road Box #20	500 Lafayette Road Box #20
St. Paul, MN 55155	St. Paul, MN 55155
651-259-5375	651-259-5536
david.stein@state.mn.us	amy.yoelin@state.mn.us

or successor(s) have the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative(s) are:

Project Manager	Fiscal Contact
«Project_Manager»	«Fiscal_Name»
«Title»	«Fiscal_Title»

«Mailing_Address_1»	«Fiscal_Street_Address_1»
«Mailing_Address_2»	
«City», «State» «Zip_Code»	«Fiscal_City», «Fiscal_State» «Fiscal_Zip_Code»
«Project_Manager_Email»	«Fiscal_email»
«Phone»	«Fiscal_phone»

If the Grantee's Authorized Representative(s) changes at any time during this grant contract, the Grantee must immediately notify the State.

10 Assignment, Amendments, Waiver, and Grant Contract Complete

- 10.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant contract without the prior consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.
- 10.2 **Amendments.** Any amendment to this grant contract 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 grant contract, or their successors in office.
- 10.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.
- 10.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

11 Liability and Insurance

- 11.1 **Liability.** The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.
- 11.2 **General Insurance Requirements.** The Grantee shall not commence work under the contract until proof of insurance or compliance with insurance requirements has been met. Grantee must meet the insurance requirements applicable to grantee's project, as described in the FY2025 *Conservation Partners Legacy Grant Program Request for Proposal*, which is incorporated into this grant contract by reference.
- 11.3 **Worker's Compensation.** The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The 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 In the Event of a Lawsuit

- 12.1 An appropriation or portion of an appropriation from a legacy fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.
- 12.2 Any grant contract or similar contract that awards money from a legacy fund must contain the information in paragraph 11.1, Liability.

13 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract or transaction 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 end of this grant contract, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

14 Government Data Practices and Intellectual Property Rights

14.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

14.2 Intellectual Property Rights.

(a) **Intellectual Property Rights.** All rights, title, and interest to all intellectual property rights, including all copyrights, patents, trade secrets, trademarks, and service marks in the works and documents funded through the State of Minnesota Conservation Partners Legacy Grant Program, shall be jointly owned by the Grantee and the State. Works shall mean all inventions, improvements, or discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes or disks, conceived, reduced to practice, created, or originated by the Grantee, its employees and subcontractors, either individually or jointly with others, in the performance of this contract. Documents shall mean the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether intangible or electronic forms, prepared by the Grantee, its employees, or subcontractors, in the performance of this contract. The ownership interests of the State and the Grantee in the works and documents shall equal the ratio of each party's contributions to the total costs described in the Budget of this contract. The party's ownership interest in the works and documents shall not be reduced by any royalties or revenues received from the sale of the products or the licensing or other activities arising from the use of the works and documents. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the works and documents.

(b) Obligations

1. **Notification:** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time, or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and shall promptly furnish the Authorized Representative with complete information and/or disclosure thereon. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the Grantee and the State, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the State.

2. **Representation:** The Grantee shall perform all acts, and take all steps, necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Grantee and the State as agreed herein, and that no Grantee employee, agent, or contractor retains any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and shall not infringe upon any intellectual property rights of others. The Grantee shall indemnify, defend, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works and Documents infringe upon the intellectual property rights of others. The Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely

to arise, the Grantee shall, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works and Documents necessary and appropriate to obviate the claim. This remedy shall be in addition to, and not exclusive of, other remedies provided by law.

(c) **Uses of the Works and Documents.**

The State and Grantee shall jointly have the right to make, have made, reproduce, modify, distribute, perform, and otherwise use the works, including Documents produced under this Contract, for noncommercial research, scholarly work, government purposes, and other noncommercial purposes without payment or accounting to the other party. No commercial development, manufacture, marketing, reproduction, distribution, sales or licensing of the Works, including Documents, shall be authorized without a future written contract between the parties.

(d) **Possession of Documents.**

The Documents may remain in the possession of the Grantee. The State may inspect any of the Documents at any reasonable time. The Grantee shall provide a copy of the Documents to the State without cost upon the request of the State.

15 Data Compatibility and Availability Requirements

- 15.1 **Data Compatibility.** Data collected by the Projects funded under this contract that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments shall conform to the enterprise information architecture developed by the Office of Enterprise Technology (or its successor). Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Land Management Information Center. A description of these data that adheres to the Office of Enterprise Technology (or its successor) geographic metadata standards shall be submitted to the Land Management Information Center to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under the Data Practices Act, Minnesota Statutes, Chapter 13.
- 15.2 **Data Availability.** To the extent practicable, summary data and results of projects funded by this grant program should be readily accessible on the Grantee's website and identified as a Lessard-Sams Outdoor Heritage Council and Conservation Partners Legacy Grant Program project.

16 Publicity, Advertising and Endorsement

- 16.1 **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the State and L-SOHC as the sponsoring agency. A copy of any publicity shall be furnished to the State's Authorized Representative upon its release. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.
- 16.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

17 Governing Law, Jurisdiction, and Venue

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

18 Accessibility and Safety

- 18.1 **Accessibility.** Structural and nonstructural facilities and programs must meet all state and federal accessibility laws, regulations, and guidelines, including the American with Disabilities Act (ADA). Accessibility guidelines and standards can be found at <http://www.access-board.gov>.
- 18.2 **Safety.** All programs must adhere to federal safety regulations, which can be found on the Occupational Health and Safety Administration's website at www.osha.gov/law-regs.html.

19 Subgrantees/ Vendor Services

If any subgrants or contracts for any portion of the work covered under this grant contract are made to another entity, the contract with the subgrantee or contractor will contain all appropriate provisions of this grant

contract. It is recommended that all Subgrantees/Contractors carry the same insurance as the Grantee. Subgrantee or Vendor services must follow requirements listed in the *Conservation Partners Legacy Grant Program (CPL) Request for Proposal*, located [Here](#).
as applicable.

20 Purchase of Recycled or Recyclable Materials

The purchase of recycled, repairable, and durable materials must be in compliance with Minn. Stat. § 16C.0725. The purchase and use of paper stock and printing must be in compliance with Minn. Stat. 16C.073.

21 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

- 21.1. The prospective lower tier participant certifies, by submission of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 21.2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this contract.

22 Termination

- 22.1 (a) **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 22.1 (a) **Termination by The Commissioner of Administration.** The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.
- 22.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

23 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the 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 the Grantee to file state tax returns and pay delinquent state tax liabilities.

24 Use of Funds for Match or Reimbursement

Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without prior written authorization from the State's Authorized Representative.

- (a) The Grantee must submit a written request for authorization no less than 10 business days prior to applying for the new funds or program to the State's Authorized Representative. This request must include the following information: CPL project name, CPL grant contract number, the amount of CPL grant funds to be used, location where CPL grant funds were or will be used, activity the grant funded, and current landowner. The project name, location where the new funds will be used, activity to be funded, funding source of the new grant or program, and a brief description of the grant or program being applied for must also be included.
- (b) If the new grant or program will add any encumbrances to the land where grant funds were or will be spent, these encumbrances must be approved in writing by the State's Authorized Representative and the current landowner.

25 Conflict of Interest

Under the Minnesota Department of Administration's Office of Grants Management [Conflict of Interest Policy for State Grant Making](#) (and other applicable laws, Grantees must disclose actual, potential, perceived, and organizational conflicts of interest.

1. STATE ENCUMBRANCE VERIFICATION

3. STATE AGENCY

Individual certifies that funds have been encumbered as required by Minn. Stat. '§ 16A.15 and 16C.05.

By: _____

Date: _____

Purchase Order Number:

Contract #: _____

3. DEPARTMENT OF NATURAL RESOURCES

By: _____
with delegated authority

Name: Dave Olfelt

Title: Director, Division of Fish and Wildlife

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: April 22nd, 2025

SUBJECT: CPL Grant Agreement Forest Restoration City of La Crescent Blufflands

The city was awarded a Conservation Partners Legacy Grant by the Minnesota DNR to complete removal of invasives species across the city bluffland parks and property. The grant is for \$50,000. The project involves cutting and stump treating invasives such as buckthorn, honeysuckle, black locust, winged burning bush, etc.

Background for the project. Vollenweider Park, Vetsch Park, and Stoney Point are connected properties in the city. They were acquired over the course of 20 years, beginning with Vollenweider in 1994 and 1995, Vetsch in 2003, and Stoney Point in 2014. Historical imagery from the 1950s shows that sections of each were once apple orchards. When the apple orchards were removed, the site exploded with invasive woody plants such as common buckthorn (*Rhamnus cathartica* L.), glossy buckthorn (*Frangula alnus* Mill.), amur honeysuckle (*Lonicera maackii* (Rupr.) Herder), and round-leaf bittersweet (*Celastrus orbiculatus*). North End Park, obtained by the city in 2005, was also previously an apple orchard. Rows of apple trees have now been replaced with swaths of common and glossy buckthorn. Eagles Bluff Park was obtained in sections by the city in the late 1980s and in 1997. Several sections of the park have significant stands of round-leaf bittersweet, common and glossy buckthorn, and black locust. The city consulted local DNR forester Val Green for information on the best practices to remove the invasive woody vegetation. She suggested targeted removal efforts with services provided by a contractor who has the experience and qualifications to eradicate these exotic invasive species. Forestry mowing in these locations is not a viable option as they are too steep for machines. The cut and treat program would be accompanied by a two-year effort to use systemic herbicides targeted at the woody invasive species who happen to resprout using foliage sprays. Once woody invasives are eradicated, the city would plant a diverse selection of native hardwood species at the sites to reestablish native forests. The native hardwood species would include hackberry, bitternut hickory, red oak, sugar maple, black walnut, and white oak. Each of the trees would be covered by rigid tree protector tubes, and the plantings would be completed by volunteers and city staff.

The grant agreement is included in the packet. The grant agreement content is similar to the one the city entered into for the Phase I Forest Habitat Improvement project in Stoney Point. The Forest Restoration City of La Crescent Blufflands has a different grant timeline and amount, but the parameters are the same. We would ask that the council approve entering into the grant agreement with the MN DNR. We will release an RFP to solicit proposals for the project work. I will be in attendance to review the project scope and timing.

STATE OF MINNESOTA
CONSERVATION PARTNERS LEGACY GRANT PROGRAM
GRANT CONTRACT
«Organization_Name»/ «Project_Name»

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources, ("State") and «Organization_Name», «Fiscal_Street_Address_1», «Fiscal_City», «Fiscal_State» «Fiscal_Zip_Code» ("Grantee").

Recitals

1. Under Minnesota Laws 2024, Regular Session, Chapter 106, Article 1, Section 2, Subd. 5(z), and Minnesota Statute § 84.026 the State is empowered to enter into this grant.
2. «Recital»
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** The date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5. Per, Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**
- 1.2 **Expiration date:** June 30, 2028, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 2.5. Signage; 11. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property Rights; 15. Data Compatibility and Availability Requirements; 16. Publicity and Endorsement; 17. Governing Law, Jurisdiction, and Venue; 23. Data Disclosure; and 24. Use of Funds for Match or Reimbursement.

2 Duties

Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1).
- 2.2 Perform each of the duties outlined in Attachment A, Work Plan, which is attached and incorporated into this grant contract. Any changes to the Work Plan must have prior written approval from the State's Authorized Representative.
- 2.3 Apply for and receive all necessary approvals and permits to complete the project and comply with all applicable local, state and federal laws, ordinances, rules, and regulations. This includes all legal restrictions and requirements contained in Minnesota Laws 2024, Regular Session, Chapter 106, Article 1, Section 2, Subd. 5(z), and MN Statute 97A.056.
- 2.4 Meet all grant program requirements, as described in the *Conservation Partners Legacy Grant Program (CPL) FY2025 Request for Proposal*, which is incorporated into this grant contract by reference. The *Request for Proposal (RFP)* may be located Here.
- 2.5 Erect signage in accordance with Minnesota Laws 2009, Chapter 172, Article 5, Section 10, and MN Statute 97A.056. Signs have been designed and created and will be ordered and mailed to Grantee towards the end of the grant period. Grantee is not responsible for the cost of signs but is responsible for placing signs according to MN Laws.
- 2.6 Submit a progress report based on expenditures made and work performed during the previous year, in a form prescribed by the State, by December 31 of each year during the term of this grant contract. A final report must be submitted prior to or with the request for final payment.

- 2.7 To provide match as pledged in the approved Work Plan in non-state cash or in-kind services for the costs incurred for the completion of the Project.
- 2.8 Follow all Invasive Species regulations, policies and procedures of the Department of Natural Resources (DNR) to prevent or limit the introduction, establishment, and spread of invasive species (see section 4.2). This requirement applies to all activities performed on all lands under this grant contract and is not limited to lands under DNR control or public waters.

State's Duties

- 2.9 To provide Grantee up to \$«Total_Grant_Amount_Requested» for the costs incurred for the completion of the Project.
- 2.10 For grants over \$50,000, the State's Authorized Representative(s) or other designated State Representative will conduct at least one monitoring visit per grant period. For grants over \$250,000, these visits will be on an annual basis. A monitoring visit may be in person or by telephone.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Project Requirements

- 4.1 **Vegetation Requirements.** All projects funded in whole or in part by this grant use only seed mixes or plant lists approved by the Land Manager of the project site. Approval by land manager should be kept on file by grantee for auditing purposes.
- 4.2 **Invasive Species Prevention.** The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during all activities performed on all lands under this grant contract. The grantee and/or hired contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee/contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee/contractor shall dispose of material cleaned from equipment and clothing at a location determined by the land manager. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The grantee/contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

- 4.3 **Project Sites.** All restoration and enhancement projects funded with this grant must be on land permanently protected by a conservation easement or public ownership or in public waters as defined in Minnesota Statutes, section 103G.005, subdivision 15.

4.4. **Restoration and Management Plan.** Hereinafter known as R&M Plan.

- (a) For all restorations, prepare and retain an ecological restoration and management plan that, to the degree practicable, is consistent with current conservation science and ecological goals for the restoration site. Consideration should be given to soil, geology, topography, and other relevant factors that would provide the best chance for long-term success and durability of the restoration. The plan shall include the proposed timetable for implementing the restoration, including, but not limited to, site preparation, establishment of diverse plant species, maintenance, and additional enhancement to establish the restoration; identify long-term maintenance and management needs of the restoration and how the maintenance, management, and enhancement will be financed; and use the current conservation science to achieve the best restoration.
- (b) The R&M plan shall be prepared on a form provided by the State's Authorized Representative.

- 4.5 **Timely written contact of Conservation Corps Minnesota.** All grantees must give consideration to and make timely written contact with the Conservation Corps Minnesota or its successor for consideration of possible use of their services to contract for restoration and enhancement services. A copy of the written contact must be filed with the State's Authorized Representative within 10 days of grant execution.
- 4.6 **Pollinator Best Management Practices.** Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to Minnesota Statutes, section 84.973. Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: http://files.dnr.state.mn.us/natural_resources/npc/bmp_contract_language.pdf.
- 4.7 **Prescribed Burning on State Lands.** For prescribed burns on state lands, contractors must meet the equipment and personnel requirements (including training and experience) called for in the prescribed burn plan provided by the State. Requirements can be found at <https://files.dnr.state.mn.us/forestry/wildfire/rxfire/prescribed-burn-handbook.pdf>.
- 4.8 **Revenues.** Any revenues generated during the grant period from activities on land acquired, restored, or enhanced with CPL funding must be disclosed to CPL staff and used for habitat purposes to be agreed upon.

5 Additional Restrictions

CPL funded projects may not be used as future mitigation for any loss or destruction of habitat.

6 Consideration and Payment

6.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in Attachment A, which is attached and incorporated into this grant contract. Partial payments are allowed. Grantees may vary by 10% between budget categories without prior approval from the State's Authorized Representative. Reasonable amounts may be advanced to accommodate cash flow needs or to match federal share. The advances must be approved in the Work Plan.

(b) **Travel Expenses.** Payment for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed 1% of the total awarded grant amount; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$«Total_Grant_Amount_Requested».

6.2 Payment

(a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted, on or before **4 pm local time, July 25, 2028**. Invoices must include copies of appropriate documentation to prove the work has been completed. Invoices must be submitted in a timely manner and in the manner described in the CPL Payment Manual, which is incorporated into this grant contract by reference and can be found at:

http://files.dnr.state.mn.us/assistance/grants/habitat/lessard_sams/grantee/payment_manual.pdf

(b) **Hold Back.** No less than 5% of the amount of the grant must be held back from payment until the grant recipient has completed a grant accomplishment report by the deadline in the form prescribed by and satisfactory to the State and LSOHC.

(c) **Direct Expenditures.** Grant and match funds may only be used for the eligible direct expenditures as described in the approved Work Plan. Indirect costs and institutional overhead costs are ineligible.

(d) **Match Requirements Met.** All match requirements must have been fulfilled by the Grantee prior to final payment by the State.

(e) **Federal Funds.** No Federal funds will be used.

6.3 Work assigned to the State. The Grantee may provide portions of the proceeds of this contract to the State. Work done by the State must be so specified in the Work Plan. A letter shall be sent to the State's Authorized Representative and include: the specific area of the Work Plan authorizing the work; the portion of the proceeds to be used by the State; the name, title, address, phone number and e-mail address for the State's representative assigned to accomplish the work; the expected completion date of the work; and a brief description of the nature of the work sufficient as the basis for judgment of whether or not the work was accomplished. If the work authorized by the Grantee is acquisition of land or an interest in land, the amount made available to the State shall include the Grantee's proportionate cost of professional services to complete the acquisition. The Grantee's proportion shall be determined by the ratio of its contribution to the acquisition price as a portion of the whole acquisition price. The Grantee's proceeds available under Clause 8, Payment Procedures, of this contract shall be reduced by the amount provided for State use.

6.4 Contracting and Bidding Requirements.

(a) **Municipalities.** Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.

i. If the amount of the contract is estimated to exceed \$175,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

ii. If the amount of the contract is estimated to cost between \$25,000 and \$174,999, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).

iii. If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

(b) **Nonprofit Organizations.**

i. Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

ii. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids.

iii. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.

iv. The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

- State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List
- Metropolitan Council's Targeted Vendor list: Minnesota Unified Certification Program
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program

v. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

(c) **Support documentation.** Documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable, for both municipalities and nongovernmental organizations.

(d) **Prevailing wage.** For any project of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals. Additional information on prevailing wage requirements is available on the Department of Labor and Industry (DOLI) website at <https://www.dli.mn.gov/business/employment-practices/prevailing-wage-information>. Questions about the application of prevailing wage rates should be directed to DOLI at 651-284-5091. The Grant recipient is solely responsible for payment of all required prevailing wage rates.

(e) The grantee must not contract with vendors who are suspended or debarred in MN:

<http://www.mmd.admin.state.mn.us/debarredreport.asp>.

7 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

8 Payment Procedures

8.1 **Documentation Requirements.** To obtain the payment approved for work under this grant contract, the grantee must follow all payment procedures documented within the CPL Payment Manual.

9 Authorized Representative

The State's Authorized Representatives:

David Stein	Amy Yoelin
CPL Program Coordinator	CPL Program Administrator
500 Lafayette Road Box #20	500 Lafayette Road Box #20
St. Paul, MN 55155	St. Paul, MN 55155
651-259-5375	651-259-5536
david.stein@state.mn.us	amy.yoelin@state.mn.us

or successor(s) have the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative(s) are:

Project Manager	Fiscal Contact
«Project_Manager»	«Fiscal_Name»
«Title»	«Fiscal_Title»

«Mailing_Address_1»	«Fiscal_Street_Address_1»
«Mailing_Address_2»	
«City», «State» «Zip_Code»	«Fiscal_City», «Fiscal_State» «Fiscal_Zip_Code»
«Project_Manager_Email»	«Fiscal_email»
«Phone»	«Fiscal_phone»

If the Grantee's Authorized Representative(s) changes at any time during this grant contract, the Grantee must immediately notify the State.

10 Assignment, Amendments, Waiver, and Grant Contract Complete

- 10.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant contract without the prior consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.
- 10.2 **Amendments.** Any amendment to this grant contract 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 grant contract, or their successors in office.
- 10.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.
- 10.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

11 Liability and Insurance

- 11.1 **Liability.** The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.
- 11.2 **General Insurance Requirements.** The Grantee shall not commence work under the contract until proof of insurance or compliance with insurance requirements has been met. Grantee must meet the insurance requirements applicable to grantee's project, as described in the FY2025 *Conservation Partners Legacy Grant Program Request for Proposal*, which is incorporated into this grant contract by reference.
- 11.3 **Worker's Compensation.** The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The 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 In the Event of a Lawsuit

- 12.1 An appropriation or portion of an appropriation from a legacy fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.
- 12.2 Any grant contract or similar contract that awards money from a legacy fund must contain the information in paragraph 11.1, Liability.

13 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract or transaction 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 end of this grant contract, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

14 Government Data Practices and Intellectual Property Rights

14.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

14.2 Intellectual Property Rights.

(a) **Intellectual Property Rights.** All rights, title, and interest to all intellectual property rights, including all copyrights, patents, trade secrets, trademarks, and service marks in the works and documents funded through the State of Minnesota Conservation Partners Legacy Grant Program, shall be jointly owned by the Grantee and the State. Works shall mean all inventions, improvements, or discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes or disks, conceived, reduced to practice, created, or originated by the Grantee, its employees and subcontractors, either individually or jointly with others, in the performance of this contract. Documents shall mean the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether intangible or electronic forms, prepared by the Grantee, its employees, or subcontractors, in the performance of this contract. The ownership interests of the State and the Grantee in the works and documents shall equal the ratio of each party's contributions to the total costs described in the Budget of this contract. The party's ownership interest in the works and documents shall not be reduced by any royalties or revenues received from the sale of the products or the licensing or other activities arising from the use of the works and documents. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the works and documents.

(b) Obligations

1. **Notification:** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time, or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and shall promptly furnish the Authorized Representative with complete information and/or disclosure thereon. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the Grantee and the State, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the State.

2. **Representation:** The Grantee shall perform all acts, and take all steps, necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Grantee and the State as agreed herein, and that no Grantee employee, agent, or contractor retains any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and shall not infringe upon any intellectual property rights of others. The Grantee shall indemnify, defend, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works and Documents infringe upon the intellectual property rights of others. The Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely

to arise, the Grantee shall, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works and Documents necessary and appropriate to obviate the claim. This remedy shall be in addition to, and not exclusive of, other remedies provided by law.

(c) ***Uses of the Works and Documents.***

The State and Grantee shall jointly have the right to make, have made, reproduce, modify, distribute, perform, and otherwise use the works, including Documents produced under this Contract, for noncommercial research, scholarly work, government purposes, and other noncommercial purposes without payment or accounting to the other party. No commercial development, manufacture, marketing, reproduction, distribution, sales or licensing of the Works, including Documents, shall be authorized without a future written contract between the parties.

(d) ***Possession of Documents.***

The Documents may remain in the possession of the Grantee. The State may inspect any of the Documents at any reasonable time. The Grantee shall provide a copy of the Documents to the State without cost upon the request of the State.

15 Data Compatibility and Availability Requirements

15.1 ***Data Compatibility.*** Data collected by the Projects funded under this contract that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments shall conform to the enterprise information architecture developed by the Office of Enterprise Technology (or its successor). Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Land Management Information Center. A description of these data that adheres to the Office of Enterprise Technology (or its successor) geographic metadata standards shall be submitted to the Land Management Information Center to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under the Data Practices Act, Minnesota Statutes, Chapter 13.

15.2 ***Data Availability.*** To the extent practicable, summary data and results of projects funded by this grant program should be readily accessible on the Grantee's website and identified as a Lessard-Sams Outdoor Heritage Council and Conservation Partners Legacy Grant Program project.

16 Publicity, Advertising and Endorsement

16.1 ***Publicity.*** Any publicity regarding the subject matter of this grant contract must identify the State and L-SOHC as the sponsoring agency. A copy of any publicity shall be furnished to the State's Authorized Representative upon its release. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

16.2 ***Endorsement.*** The Grantee must not claim that the State endorses its products or services.

17 Governing Law, Jurisdiction, and Venue

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

18 Accessibility and Safety

18.1 ***Accessibility.*** Structural and nonstructural facilities and programs must meet all state and federal accessibility laws, regulations, and guidelines, including the American with Disabilities Act (ADA). Accessibility guidelines and standards can be found at <http://www.access-board.gov>.

18.2 ***Safety.*** All programs must adhere to federal safety regulations, which can be found on the Occupational Health and Safety Administration's website at www.osha.gov/law-regs.html.

19 Subgrantees/ Vendor Services

If any subgrants or contracts for any portion of the work covered under this grant contract are made to another entity, the contract with the subgrantee or contractor will contain all appropriate provisions of this grant

contract. It is recommended that all Subgrantees/Contractors carry the same insurance as the Grantee. Subgrantee or Vendor services must follow requirements listed in the *Conservation Partners Legacy Grant Program (CPL) Request for Proposal*, located [Here](#).
as applicable.

20 Purchase of Recycled or Recyclable Materials

The purchase of recycled, repairable, and durable materials must be in compliance with Minn. Stat. § 16C.0725. The purchase and use of paper stock and printing must be in compliance with Minn. Stat. 16C.073.

21 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

- 21.1. The prospective lower tier participant certifies, by submission of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 21.2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this contract.

22 Termination

- 22.1 (a) **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 22.1 (a) **Termination by The Commissioner of Administration.** The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.
- 22.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

23 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the 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 the Grantee to file state tax returns and pay delinquent state tax liabilities.

24 Use of Funds for Match or Reimbursement

Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without prior written authorization from the State's Authorized Representative.

- (a) The Grantee must submit a written request for authorization no less than 10 business days prior to applying for the new funds or program to the State's Authorized Representative. This request must include the following information: CPL project name, CPL grant contract number, the amount of CPL grant funds to be used, location where CPL grant funds were or will be used, activity the grant funded, and current landowner. The project name, location where the new funds will be used, activity to be funded, funding source of the new grant or program, and a brief description of the grant or program being applied for must also be included.
- (b) If the new grant or program will add any encumbrances to the land where grant funds were or will be spent, these encumbrances must be approved in writing by the State's Authorized Representative and the current landowner.

25 Conflict of Interest

Under the Minnesota Department of Administration's Office of Grants Management [Conflict of Interest Policy for State Grant Making](#) (and other applicable laws, Grantees must disclose actual, potential, perceived, and organizational conflicts of interest.

1. STATE ENCUMBRANCE VERIFICATION

3. STATE AGENCY

Individual certifies that funds have been encumbered as required by Minn. Stat. '§ 16A.15 and 16C.05.

By: _____

Date: _____

Purchase Order Number:

Contract #: _____

3. DEPARTMENT OF NATURAL RESOURCES

By: _____

with delegated authority

Name: Dave Olfelt

Title: Director, Division of Fish and Wildlife

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: April 22nd, 2025

SUBJECT: Solar RFP Stoney Point Wellhouse - Minnesota Solar on Public Buildings Grant Program

The city issued a Third-Party Solar Request for Proposals on July 22nd, 2024 for the Stoney Point Wellhouse. The city received two proposals for solar PV systems on this premise. Proposals were received by All Energy Solar, and Solar Connection. The proposals were reviewed using the selection criteria provided in the RFP. Attached is a breakdown of the technical aspects of each proposal. The Solar Connection proposal was scored the highest from the two proposals. The other proposal was not complete as they did not include information how the developer would assist with compliance of the MPCA module or inverter recycling form. The Solar Connection proposal is the lowest cost bid. The payback point for the city is the shortest with the proposal from Solar Connection. The proposal from All Energy Solar is a larger PV system, has a larger 25-year cashflow, and has a higher cost per watt installed. The best cost and value to city would be with the proposal from Solar Connection. We would recommend the city council proceed with the proposal from Solar Connection so we can apply for the Solar on Public Buildings Grant Program Full Grant Application.

The Minnesota Solar on Public Buildings Program is being managed by the Minnesota Department of Commerce. The City of La Crescent is eligible for a grant of 60% of the project cost up to \$72,000.

- If the city proceeds with the proposal from Solar Connection the grant would cover \$46,200 dollars of the system cost. The city would utilize the elective pay provision from the Inflation Reduction Act to cover an additional 30% of the system cost or \$23,100.
- Combined the grant and the elective pay tax credit would cover \$69,300 or 90% of the system cost of \$77,000.
- The cost of the system to the city would be \$7,700.
- The payback on this system would be 2.4 years.
- If the grant is awarded to the city an estimated 55% of the electricity used by the facility will be generated by solar.
- The cumulative return on the system would be \$78,382 after 25 years.

[illegible]

M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: April 17th, 2025

SUBJECT: National Bike Month May 2025

May is National Bike Month, promoted by the League of American Bicyclists and celebrated in communities from coast to coast. Established in 1956, National Bike Month is a chance to showcase the many benefits of bicycling — and encourage more folks to giving biking a try.

National Bike to Work Week and Bike to Work Day are often cited as the month's flagship events, occurring the third week and third Fridays of May, respectively. This year National Bike to Work Week is May 12th-18th. National Ride a Bike Day is May 4th, Bike and Roll to School Day is May 7th, and National Bike to Work Day falls on May 16th this year.

Encouraging more people to go places by bike is beneficial to La Crescent's health, economic growth and sustainability. According to Bill Nesper, executive director of the League of American Bicyclists, "When local communities invest in making bicycling safer and a real transportation option for more people, the return on investment is clear for individuals and society at large from cost-savings on public health to small businesses' growth and more."

Included in the packet is a Proclamation for consideration to celebrate National Bike Month. The city is planning to promote National Bike Month with a Bike Bingo challenge where participating La Crescent residents will be eligible for donated prizes including a bike tune-up from Smith's Bike Shop, bike lock(s) from Bikes Limited, bike lights from the La Crescent Bike Shoppe, and a registration to the Apple Blossom Bike Tour August 9th. Information about the Bike Bingo challenge is included. All are welcome and encouraged to participate.

National Bike Month Proclamation

WHEREAS: May is National Bike Month, sponsored by the League of American Bicyclists and celebrated in communities from coast to coast; and

WHEREAS: May 12-18, 2025 is "Bike to Work Week" and May 16, 2025, is "Bike to Work Day"; and

WHEREAS: the bicycle is an economical, healthy, convenient, and environmentally sound form of transportation and an excellent tool for recreation and enjoyment of La Crescent's scenic beauty; and

WHEREAS: La Crescent's Road and trail system attracts bicyclists each year, providing economic health, transportation, tourism, and scenic benefits; and

WHEREAS: creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, to boost community spirit, to improve traffic safety, and to reduce pollution and congestion; and

WHEREAS: the City of La Crescent has worked diligently to promote bicycle usage with community outreach educational programs, implementation of bicycle lanes designed to increase usage to commute in the City of La Crescent and to surrounding communities, expansion and improvements to the Wagon Wheel Trail, and the continuation of creating awareness and opportunities to engage residents in the activity of bicycling.

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

National Bike Month

In the City of La Crescent, I strongly encourage our community members who are able to celebrate with a bicycle ride.

Dated this 28th day of May in the year 2025.

Mayor _____



We invite you to participate in National Bike Month. Have fun with family or friends and play Bike Bingo! You will be eligible to win prizes donated by the La Crescent Community Bike Shoppe, Smith's Bike Shop, Bikes Limited, and the Apple Blossom Bike Tour.

National Bike Month, established in 1956, is a yearly celebration in May that promotes bicycling and its benefits. National Bike Month is so much more than 31 days in May. It's a celebration of bikes, motivation to get rolling again, a gateway to riding more often, a time to relish the beauty of bikes, and much, much more.

DETAILS:



Who: Any La Crescent resident is able to participate

What: Complete the bike month bingo card and turn it in to La Crescent City Hall by Friday, May 30th at 4:00 p.m. - don't forget to include your name and phone number!

When: You have the month of May (2025)

Prizes: Include bike locks, Apple Blossom Bike Tour event registration, bike tune-up

TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: April 24, 2025
RE: Personnel Committee Recommendations

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

1. On April 18, 2025, Jevin Dorschner, Greg Payne, Garrett Pritchard, and Doug Stavenau successfully completed their probationary period as Firefighters. Effective April 18, 2025, the Personnel Committee is recommending that their probationary status be removed, and that they be classified as Firefighters for the City of La Crescent. A letter from the Fire Chief regarding this recommendation is included.
2. On April 30, 2025, that the City Council accept Shawn Wetterlin's retirement as a Firefighter for the City of La Crescent. A letter from the Fire Chief regarding this recommendation is included.
3. On April 29, 2025, that the City Council promote Firefighter Greg Payne to the position of Assistant Fire Chief. Mr. Payne will serve a 12-month probationary status as the Assistant Fire Chief. Mr. Payne resides in the City of La Crescent, has 20 plus years of experience in the fire service, and is currently employed as a full-time firefighter in an area community. 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: April 18th, 2025

RE: Personnel Changes

I am pleased to inform you that the following probationary members have completed the required training and certifications as required by the La Crescent Fire Department. Jevin Dorschner, Greg Payne, Garrett Pritchard and Doug Stavenau. These members can be removed from probationary status effective April 18th, 2025.

Firefighter Shawn Wetterlin has submitted a letter of resignation effective April 30th, 2025. Shawn has previously served with the department for 26 and a half years with an additional year and four months this last tour of service. He has been a great asset to have while training in the new members and will be greatly missed.

The recruitment and interview process for Assistant Chief has been completed. Four letters of interest were submitted for the position. A three person interview panel conducted the interviews. We ask the council to approve promoting Greg Payne to the position of Assistant Chief, effective April 29th, 2025. Pursuant to the terms and conditions of the Fire Department Rules and Regulations, Mr. Payne will serve a twelve month probationary period as Assistant Chief.

Thank you for your attention and support.

Respectfully,

Josh Tarrence
Fire Chief
La Crescent Fire Department

3-25-2025

Dear Chief Tarrence,

Please accept this letter as notice that I will be retiring from the La Crescent Fire Department. My last day with the department will be April 30th.

It's been an honor working for the La Crescent Fire Department these past years and feel privileged.

Please accept this letter of retirement and my gratitude for a memorable experience.

If you need anything from me before my departure, please let me know.

Thank you,

Shawn Wetterlin

Shawn Wetterlin

#3.9



" DRAFT "

April 29, 2025

Representative Greg Davids
549 State Office Building
100 Constitution Avenue
St. Paul, MN 55155-1298

Senator Jeremy Miller
95 University Avenue W
Minnesota Senate Building, Room 2215
St. Paul, MN 55155

RE: Local Government Newspaper Publication Requirements

Dear Representative Davids and Senator Miller:

The La Crescent City Council would like to show its support for legislation that would allow the City to publish public notices online when a qualified newspaper closes, or when it fails to have any real news content in its publication.

The La Crescent City Council has been frustrated for several years when discussing the designation of a local newspaper at its annual meeting in January. While the local newspaper may meet the statutory requirements for designation, it no longer contains much of any news. It is more of an advertisement, with a few public notices included once in a while.

Your help and support in promoting legislation that would allow City's an alternative to the required designation of a newspaper of general circulation as the official City newsletter in which the City publishes ordinance, notices and other matters as required would be appreciated.

We would welcome the opportunity to discuss this with you in more detail, and are available to assist should the need arise.

On behalf of the La Crescent City Council.

Sincerely,

Mayor Mike Poellinger

#3.10



TO: Honorable Mayor and City Council Members
FROM: Tyler Benish, Public Works Director 
DATE: April 24th, 2025
RE: No parking- Fire station

The Fire Department has made a request to review the parking around the Fire Station. Observations have been made that limited parking is available for first responders while events are being held at the community building and parklet behind the library.

Included is an ordinance for review and consideration by the City Council, the ordinance would limit the parking on S 1st street directly across from the Fire Station to Emergency responders only. If approved we would install signs and paint the curb red.

The S 1st St parking area has previously been restricted (Ord. no. 338) on the 4th Thursday of the month between 8:30a and 4:30p; for driver testing and commercial truck testing. The current driver testing is performed at varied locations around town and commercial truck testing is not offered at the La Crescent site. Ordinance number 338 is attached for reference.

We would suggest adopting ordinance number 592 as presented and authorize the publications of the ordinance in the official newspaper. Approval of the ordinance would repeal ordinance number 338 so it will not conflict with the proposed ordinance.

ORDINANCE NO. 592

**AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING
PARKING ON S 1st Street**

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

SECTION I. There shall be no parking, except emergency responder personnel's vehicles, on the south side of South 1st Street, from its intersection with Oak Street easterly 100 feet; as shown on the attached Map.

SECTION II. Any person, firm or corporation that violates this Ordinance shall upon conviction be guilty of a petty misdemeanor. The penalty which may be imposed under this Section shall be a \$300.00 fine.

SECTION III. Repeal Ordinance 338, an ordinance of the City of La Crescent amending "No Parking" regulations and the city code with reference thereto, Adopted October 15, 1996.

SECTION IV. These provisions shall become effective from and after due passage and enactment and publication, according to law.

PASSED AND ENACTED this 28th day of April, 2025.

Mayor

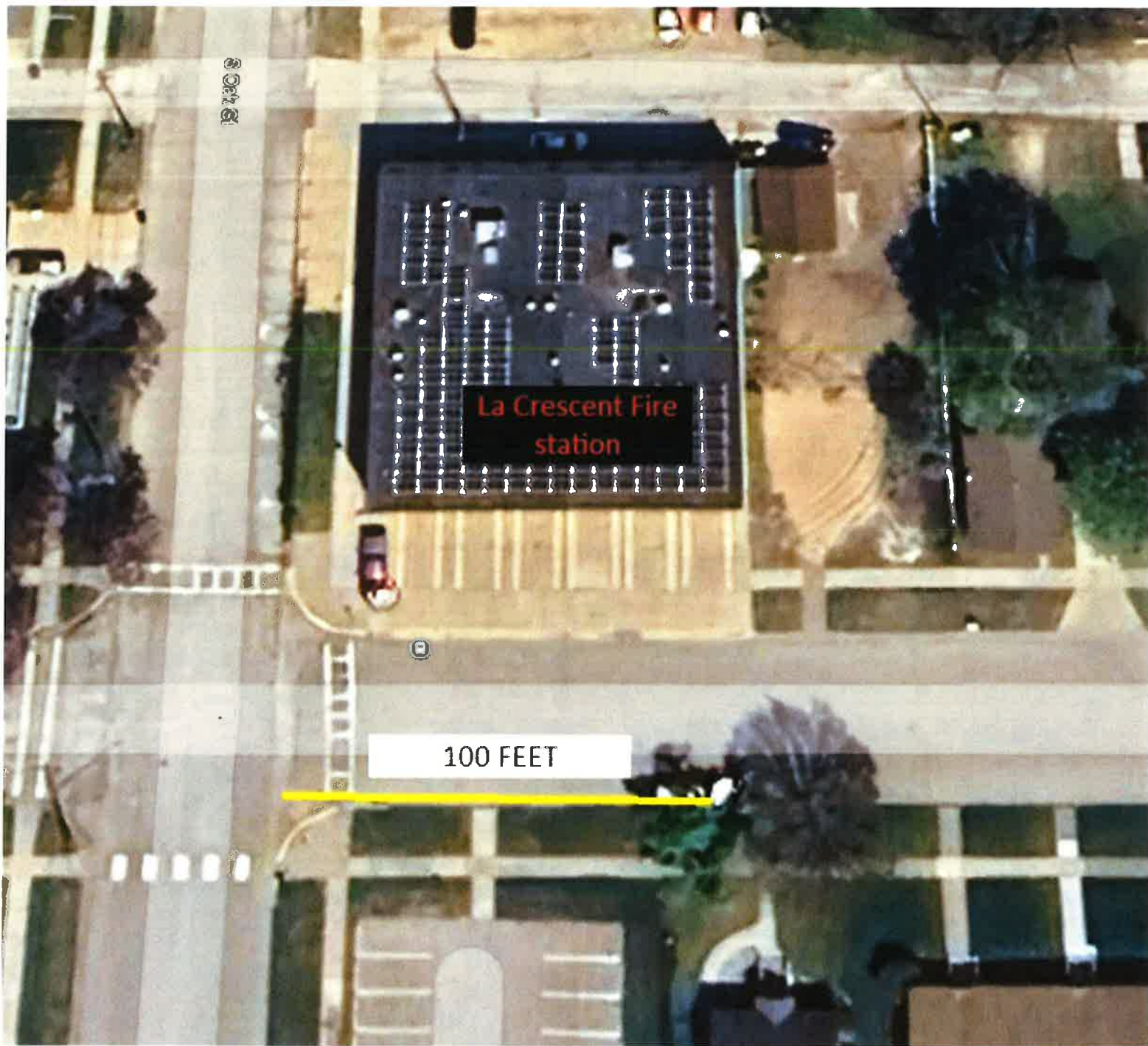
ATTEST:

City Administrator

© 2014

La Crescent Fire
station

100 FEET



ORDINANCE NO. 338

AN ORDINANCE OF THE CITY OF LA CRESCENT
AMENDING "NO PARKING" REGULATIONS AND
THE CITY CODE WITH REFERENCE THERETO

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

Section 1. That Appendix C to Chapter 7, 2, "No Parking Zones" of the City Code is hereby amended to add following Paragraph P, Paragraph Q., to read as follows:

"Q. That on the 4th Thursday of each succeeding month, parking, except for trucks being tested by State Authority, is prohibited on the west half of the south side of South 1st Street between Walnut Street and Oak Street."

Section 2. This ordinance shall become effective and the City Code accordingly amended upon the due passage and enactment and publication hereof according to law.

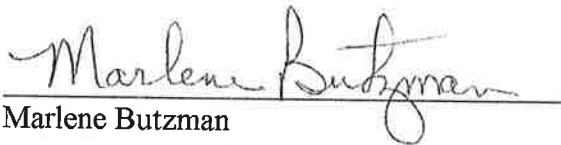
Passed and enacted this 15th day of October, 1996.

APPROVED:



Mikel Poellinger

ATTEST:


Marlene Butzman

SUMMARY OF ORDINANCE NO. 592

**AN ORDINANCE FOR THE CITY OF LA CRESCENT, REGULATING PARKING ON
SOUTH 1ST STREET**

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

The full text of Ordinance No. 592

marked "OFFICIAL COPY" is on file in the Office of the City Administrator, City Hall, La Crescent, Minnesota 55947, along with a reference draft available and open for inspection to enable a convenient means to ascertain where in the voluminous enactments and in the voluminous regulations enacted/amended hereby are found.

Passed and enacted this 28th day of April, 2025.

APPROVED:
Mikel Poellinger, Mayor

ATTEST:
Bill Waller, City Administrator

#3.11

RESOLUTION NO. 04-25-15

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

WHEREAS, the following donation was made to the City of La Crescent in the month of April 2025:

1. Lancer Youth Hockey Association wishes to donate \$34,853.00 to the La Crescent Ice Arena Donation fund.

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

ADOPTED this 28th Day of April 2025.

SIGNED:

Mayor

ATTEST:

City Clerk

#6.1

BLUE LAKE CANOE/KAYAK ACCESS



Ribbon Cutting

WEDNESDAY, APRIL 30, 2025 AT 4:00P.M.



The new dock structure is located south of the pike off Twilite St. and Strupp Ave.

Features include an EZ dock, kayak launch, and bench, paved ramp and handicap parking space.

Please join us to celebrate the completion of the newly installed canoe/kayak launch!



Riley Schudt's Eagle Scout project was supported by a number of local businesses, individuals, and civic groups. The donated funds, as well as city funds, were used to create an accessible canoe and kayak launch designed for individuals with differing abilities and mobility limitations.

#6.2

PLEASE JOIN US:

PINE CREEK STREAM RESTORATION

INFORMATIONAL SESSION

**We invite you to learn
more about this exciting
project!**

**Hear a short presentation
followed by time for
questions about the
project.**

How is the project funded?

What impact will the reconstruction have?

Where is the project taking place?

When will the reconstruction take place?

Why does the stream need to be restored?

How can people get involved?

Registration information below!

**WEDNESDAY
MAY 7TH**

6:30-7:30 PM

**WIESER PARK
PAVILION**

**DESSERTS AND REFRESHMENTS PROVIDED.
REGISTER AT THIS LINK SO WE HAVE ENOUGH!**

WWW.CITYOFLACRESCENT-MN.GOV/PINE-CREEK-STREAM-RESTORATION-PROJECT



#6.3



**La Crosse County Convention & Visitors Bureau
Board Meeting
Explore La Crosse Office
123 7th Street South
Tuesday, April 15, 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, Cheryl 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. Vision, Mission, and Values**
- 3. Consent Items**
 - a. Board Minutes**
March 2025
 - b. Financial Committee**
Minutes
April 2025
Statements
March 2025
 - c. Community Updates**
- 4. Executive Director's Report – A.J. Frels**
- 5. Community Partners Update**
 - a. DMI**
 - b. La Crescent Chamber**
 - c. La Crosse Chamber**

6. Event Center Updates

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

7. Committees

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

8. Old Business

- a. WIAA Update
- b. Storage Unit
- c. Trolley Sponsorships
- d. Education Videos – WKBT & K T

9. New Business

- a. WisDOT Adopt-A-Hwy Program – Date
- b. Room Tax Rate and Percentages
- c. Board Packet Format
- d. USA Cycling Videos

10. Adjournment

The Next Scheduled Board Meeting is scheduled for May 20, starting at 8:00 a.m.
at the LCCVB Office at 123 7th Street South, La Crosse.

Celebrating Staff Birthdays and Anniversaries

Birthdays

Barb 4/20

Haleigh 5/13

Explore La Crosse Employment Anniversaries

Barb 5/1 – 18 years



LA CROSSE COUNTY CONVENTION & VISITORS BUREAU
BOARD MEETING

March 18, 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, Kalynn Krueger, Pat Stephens, Jay Patel, Billy Bergeron, Stephanie Pope, Kapena Faitau, Debbie Hosch, Elizabeth Poh

Excused: Beth Franklin, Brian Meeter, Jay Odegaard

Absent: Nathan Franklin

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-Kathleen Pielhop, Community Engagement Director, Downtown Mainstreet

Thank you to Dan Stevens for his time spent on the Explore La Crosse Board. Dan will not be running for re-election for Onalaska City Council. We appreciate all you've done for Explore La Crosse since joining in 2019.

Consent Items:

MOTION: to approve the Board minutes-February 2025, Finance March 2025 Minutes, Statements February 2025, and Community Updates. (P. Stephens, J. Patel) Carried.

EXECUTIVE DIRECTOR REPORT:

-The WI Governor's Conference on Tourism was held at the La Crosse Center on March 9-11. Thank you to Erik for all his hard work in making this event a success.

-Following the WIGCOT Conference, Haleigh hosted the PR Professionals meeting for the State of Wisconsin at Kwik Trip's headquarters. Dave Ring also scheduled a tour of the dairy facility for the group.

-AJ attended the La Crescent Chamber of Commerce dinner and annual meeting on February 22nd. Brian Meeter acknowledged Explore La Crosse.

-AJ and the team attended the ribbon cutting for the newly opened Kwik Trip on the north side of La Crosse. Thank you to Dave Ring for allowing Explore La Crosse to have a visitors information kiosk in the store.

-AJ has reviewed the contract for USA Cycling and asked Attorney Brent Smith to review the document. There were no red flags.

-We have been awarded a \$10,000 Ready Set Go Grant from the Wisconsin Department of Tourism for the B.A.S.S Nation Championship.

-Beer, Wine, and Cheese tickets went on sale on March 1st. The event is on April 26th.

-AJ met with the two La Crosse Mayoral candidates. During the meetings, AJ shared tourism data and our educational videos.

-Our visitor information kiosk, which was in the south hall lobby, has now been moved to its new location in the main lobby at the La Crosse Center. Since it will stay in that location, WTC students will not need to build a platform for it.

-A copy of the big boats schedule was included in the meeting packet.

-We have started the process of applying to be a "Film Ready Community" in MN for La Crescent. In

addition, a bill in Madison will be coming up to do the same for Wisconsin. AJ has gone on record to say that we will support this bill. Iris will be working on this project.

-The team toured the new Community Center in Onalaska. Information flyers were included in the meeting packet.

COMMUNITY PARTNER UPDATE:

a. DMI-Mary Larson is no longer with DMI, she remains active with the organization, and focusing on her family business in downtown La Crosse. The 2nd Annual Wine Walk is scheduled for May 31st. This is the largest fundraiser for DMI. Downtown clean-up will take place quarterly, and is sponsored by The UPS Store. If interested in volunteering, please contact DMI.

b. La Crosse Center-A busy month including WIGCOT, NCAA Division 3 basketball game, UWL Gymnastics meet, Marbleseed convention and Robotics.

c. Omni Center-In the dry floor season with many events including the Train show, Ducks Unlimited Banquet, Hairball and the Home Show.

COMMITTEE REPORTS:

Membership - Reports were distributed. Revenue for February 2025 was \$12,167.00 budgeted for \$8,000.00

Grants- Reports were distributed. Thus far, \$22,000 has been awarded in grants.

Convention/Sales- The Impact meeting was held on March 13th. Haleigh presented the 2025 Marketing Strategic plan to the committee.

Marketing/Media-Updates through Haleigh's presentation of the strategic plan.

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

OLD BUSINESS:

- 2025 Strategic Plan: included in the meeting packet for review. A review of the plan will be done mid-year.

- Storage Facility: AJ contacted Brent Smith to draw up a contract to purchase the storage unit in Holmen. The agreement is signed, and the closing date is set for April 17, 2025.

-Board Social with the Loggers-is set for July 8 at 6:35pm. Staff is also invited to attend. We hope to see everyone at the game.

Video Promotion- AJ & Erik have met with WXOW, WKBT, and Kwik Trip to discuss our educational videos. As was discussed at the board retreat, we are looking to run some two-minute and possibly 30-second spots during the news on the two stations, and online options as well. He is also talking to Kwik Trip to price out having the videos on the gas pump monitors.

NEW BUSINESS:

- Trolley Sponsor Sell Sheet-included in the meeting packet. Six sponsorship options at a minimum rate of \$5000 each.

-Glossary of Tourism Terms-included in the meeting packet.

Meeting adjourned at 8:56am.

Next Board Meeting: April 15 at 8:00am.

Respectfully submitted, Michelle Hoch

LA CRESCENT CITY NEWS

Visit our Website www.cityoflacrescent-mn.gov

Spring/Summer 2025



2025—2026 USA Cycling Gravel National Championships Coming to La Crescent and Southeast MN

Explore La Crosse and the City of La Crescent are excited to bring the 2025 and 2026 USA Cycling Gravel National Championships to La Crescent during Applefest weekend. The City, Explore La Crosse, area gravel bicycling enthusiasts, and event organizers joined together to put in a bid for the 2025/26 events. A local organizing committee (LOC) including Applefest organizers has been meeting since last October to plan the weekend events. USA Cycling is expecting over 800 gravel racers to compete in over 40 award categories on a 65-mile and a 100-mile gravel road course in Houston County. Weekend events include a Thursday evening concert by La Crescent Live, Food Trucks, and a Gravel Vendor Expo. All racers will get an Applefest button as part of their registration and the awards ceremony will be held on the Applefest grounds on Saturday afternoon. Racers are encouraged to participate in both Applefest parades - Thursday nights Light Up La Crescent Parade and Sunday's King Apple Parade.

If you would like to get involved, volunteer, or become a sponsor, please contact Jeremiah Burish at burish@explorelacrosse.com or visit [USA Cycling Gravel National Championships 2025 - ExploreLaCrosse](https://www.usacycling.org/gravel-national-championships-2025) for more information. Check out USA Cycling's website for this event [Gravel National Championships | USA Cycling | USA Cycling](https://www.usacycling.org/gravel-national-championships) and this promotional video highlighting Southeast Minnesota's spectacular scenery and terrain for this national caliber event: <https://youtu.be/pBXHokNpnDQ?si=ze8o8sJaHkvZmLf1>



Taylor Family Farms Foundation Awards City \$10,000 for Life-Saving LUCAS Device

The City of La Crescent and the La Crescent Fire Department (LCFD) received a \$10,000 life-saving grant for the purchase of a LUCAS 3 Chest Compression Device. The LUCAS device has already aided three La Crescent residents who experienced cardiac arrest. A LUCAS chest compression device aids in providing consistent chest compressions while first responders come to the aid of someone experiencing cardiac arrest. The city's newly formed Heart Safe Community applauded the efforts of the LCFD to obtain this grant. Josh Tarrence, La Crescent Fire Chief added "this is a game-changer in our effort to improve the outcomes of La Crescent residents and visitors who may experience a cardiac event here in La Crescent." The City was required to match this grant and the City Council authorized matching funds which came from \$8,000 in donations to the LCFD and \$15,707 in city bond funds. The LCFD added other life-saving equipment to the city's emergency response and public education program that included a multi-parameter monitor system with various sizes of cuffs for a variety of patient types and an inflatable smoke house for community safety education. The LCFD also committed to provide over 400 hours of ongoing personnel training in the proper use of this lifesaving equipment. The City and LCFD are grateful to the Taylor Family Farms Foundation for its generosity and commitment to improve the lives of Minnesota residents.

City of La Crescent Awarded \$1,575,000 Transportation Alternatives Funding for Trail Connections

The city of La Crescent was recently awarded a Transportation Alternatives grant from the Minnesota Department of Transportation for funding in 2029, for a 10' multi-use path adjacent to Highway 16 and South Oak Street as well as a 10' path on the west side of South Chestnut Street from the base of the Wagon Wheel Trail Bridge south to the Minnesota DOT connector trail up to northbound Highway 16. The City and City Engineer Tim Hruska from WHKS worked closely with MnDOT District 6 officials on the funding application to ensure that these facilities serve both the city and MnDOT's goals to increase safety and connectivity in the community along the Great River Road National Scenic Byway and the Historic Bluff County National Scenic Byway. State Highway 16 is part of a national bike route along the Mississippi River known as U.S. Bike Route 45 and the Mississippi River Trail. The 10' wide path will connect South 3rd Street to South 14th Street on the west side of Highway 16 and Oak Street and will connect to a newly funded Safe Routes to School 10' path south to the Kistler Mobile Home Park. MnDOT is widening the current 6' path from South Chestnut up to Highway 16 to 10' feet in 2027 when the U.S. 14/61 – MN 16 intersection is reconstructed. Both projects serve to increase bicycle and pedestrian safety along the Wagon Wheel Trail and Bridge and along Highway 16. MnDOT is also extending a 10' path from the NW corner of the 14/61/16 intersection up to Walnut Street as part of the 2027 intersection reconstruction project. The city's Active Transportation Action Plan, Downtown Strategic Plan and City Comprehensive Plan all support this project and the network connections they make to the Wagon Wheel Trail, trail connections to La Crosse, Wisconsin, and the eventual connections to the Root River State Trail. For more information about this project, contact Larry Kirch at: lkirch@cityoflacrescent-mn.gov.

Stoney Point Restoration Project

The Stoney Point Forest Restoration Project is well underway. Phase one of the project was completed from October 2024 through February 2025. This included marking native hardwood tree species that were to be kept, mowing invasive and undesirable species, and hand-cutting those that were too large to mow. The next phase, foliar herbicide treatment on invasive species that resprout, will begin in late spring, 2025. During this time, it is important to stay on trails-walking across the mowed area can cause unwanted spread of herbicide. This can be harmful to humans and pets. Access to Stoney Point across the mowed area will be marked with reflective poles to prevent any confusion. The spot herbicide treatment will continue as needed until spring of 2026. The final step will be planting native hardwood trees to begin reestablishing the native hardwood forest. **Please stay on the designated trail across the project area.** If you would like to learn more, get involved, or ask questions regarding this project please reach out to the city's Sustainability Coordinator Jason Ludwigson: jludwigson@cityoflacrescent-mn.gov.

Pine Creek Stream Restoration Project

Pine Creek is a DNR-designated public water and cold water trout stream. It is located on city-owned property within the La Crescent City Golf Course. In the 1950's, the section of Pine Creek along County Road 6 was straightened for a road realignment project. Approximately 700 feet of the stream was lost during that project. Remnants of the previous stream channel are still visible to the south of County Road 6. Today, the stream is lined with Box Elder trees, which are highly susceptible to damage during windstorms. When trees fall into the stream, they cause log jams and patches of open tree canopy, leading to areas of still, warm water, and poor conditions for trout populations. The project will restore up to 2,625 linear feet of the existing stream, while also increasing stream length by 50 feet.

Summer 2025 (subject to change due to weather, availability of equipment, and other factors): construction will begin on Pine Creek. The creek and streambanks will be reshaped and stabilized with root wads and toe wood made of existing fallen trees to prevent further streambank erosion. Reshaping the creek will increase its length by 50 feet. Paths along the creek will be created to allow easy access for recreation.

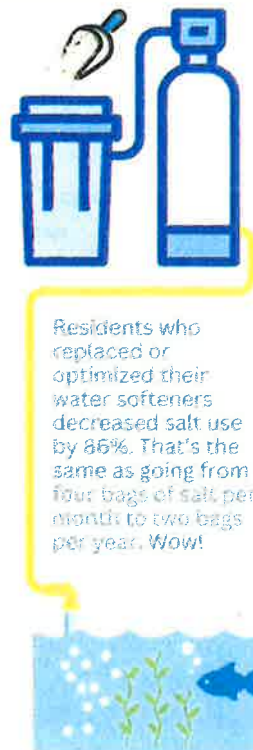
Construction will continue through 2027 and updates will be provided in future newsletters and on the city's website: www.cityoflacrescent-mn.gov.

How Much Salt Does Your Water Softener Need?

It might be less than you think! Water hardness varies and water softeners decrease in effectiveness over time. Follow these steps to determine how much salt you really need:

1. Determine if you really need a water softener. Hard water causes no harm except to some appliances.
2. Limit the number of faucets using softened water. This will help increase your softener's lifespan and save money spent on salt.
3. Use a demand-based water softener. This will only use as much salt as you need, unlike timer-based softeners.

Reducing salt use helps keep drinking water safe, protects the environment, and saves money. The salt that goes into water softeners is a chloride. Chlorides do not break down in the environment, where they may harm wildlife. Chloride can even enter groundwater, posing a risk to local drinking water supplies.



Residents who replaced or optimized their water softeners decreased salt use by 86%. That's the same as going from four bags of salt per month to two bags per year. Wow!

Building Permits

All permits for the City are done online. Visit our website at: www.cityoflacrescent-mn.gov/building-zoning/ If you are unsure if a permit is required, please call the Building Department 507-895-4409.

Prescription Drug Drop-off Box

The Prescription Drug Drop-off box is located in City Hall and may be accessed during regular business hours 7:30 am - 4:00 pm M-F. Meds can remain in their original containers. No need to remove or mark-out the labels. This is a confidential disposal unit. ***No liquids or needles accepted.***

La Crescent Public Library



Monday, Wednesday, and Friday
(10:00 a.m. - 6:00 p.m.)

Tuesday and Thursday
(10:00 a.m. - 6:00 p.m.)

Saturday
(10:00 a.m. - 2:00 p.m.)

For more information visit the La Crescent Library Website at: www.lacrescent.lib.mn.us



Pay Your Water Bill With Online Pay

The City of La Crescent partners with PSN which is an invoice cloud service that residents can use to pay their water and sewer bill online. Visit our website: www.cityoflacrescent-mn.gov, menu item 'Pay My Bill.' You can also call 877-885-7968 for assistance.

Pay now, schedule a payment or set up Auto-Pay. Please opt out of paper bills to help save money and be GREEN. An email is sent when your bill is ready. If you choose to use this service we recommend setting your payment date no later than the 10th or 12th of the month.

Spring/Summer City Hall Closings

May 26, 2025 - Memorial Day
June 19, 2025 - Juneteenth Holiday
July 4, 2025 - Independence Day
September 1, 2025 - Labor Day



**Keeping our Storm
Sewers Clean: What
is an Illicit
Discharge?**

Anything that goes into the storm sewer system that is not storm water is

considered an illicit discharge including but not limited to: paint, grass clippings and leaves, pet waste, motor oils, lawn chemicals, and sidewalk deicers.

How do I Report an illicit discharge?

Step 1. Observe from a safe distance. DO NOT touch or smell the substance.

Step 2. Notify the Non-Emergency Police Dispatch 507-895-4414 (Available 24/7). In case of an emergency, call 911.

Step 3. Provide the following information: your name, phone number, discovery/incident time, date, and location, description of material, and source if known, estimated extent of the problem, take photographs of the scene and send them to:

www.lacrescentwwtp@gmail.com

For more information on Storm Water Pollution and what you can do to prevent it, please visit our website:

www.cityoflacrescent-mn.gov and select the 'Administration' menu title and then from the drop-down menu select 'Storm Water & Erosion Control'

La Crescent Food Shelf

The La Crescent Food Shelf is grateful for the support of community members, schools, churches, and the Scouts Food Drive. They have seen an increase in visits and are glad to be able to meet needs, thanks to their generous donors and volunteers. Your financial contributions have helped purchase food from their food banks and local stores to stock shelves. To learn more about how you can shop, support, or volunteer call 507-895-1115 or email:

www.lacrescentfoodshelf@gmail.com

Hours

Wednesday: 1:00 - 5:00 p.m.

Thursday: 2:00 - 6:00 p.m.

2nd Saturday each month 9:00 a.m. - Noon



**eBike/eScooter Safety Regulations and Restrictions in La Crescent
Per State Statutes**

The La Crescent Police Department has received concerns about eBikes and eScooters operating at high speeds, and on sidewalks in the downtown area. To ensure public safety and compliance with state laws and local regulations, we are reminding all eBike and eScooter riders of the following guidelines:

No eBikes/eScooters, foot scooters, or pedal bikes are allowed on sidewalks in the business district. eBikes can be operated on residential sidewalks.

- All bikes are to ride the same direction as vehicle traffic - not against traffic
- No person under the age of 15 years old may operate an electric-assisted bicycle.
- No person under the age of 12 years old may operate a motorized foot scooter.
- No person under the age of 18 years old may operate a motorized foot scooter without wearing an approved helmet.
- No person may operate a motorized foot scooter on the sidewalk, except to cross to enter road way.
- No scooter or bike may operate carrying any person other than the operator.
- All bicycles, eBikes, and foot scooters/eScooters must follow the same rules of the road as bicycles.

Refer to MN Statutes 169.222 and 169.225 for more information.

Community and Enforcement Efforts:

The La Crescent Police Department encourages responsible eBike use and will be monitoring compliance with these regulations.

Officers will:

- Educate riders about safe riding practices.
- Encourage eBike users to use bike lanes or roadways whenever possible for safety reasons.
- Address violations as needed to ensure the safety of both riders and pedestrians.

The La Crescent Police Department appreciates everyone's cooperation in making La Crescent a safer place for cyclists, pedestrians, and motorists alike.

If you have any questions or concerns regarding eBike regulations, contact the La Crescent Police Department: 507-895-4414 or email: lacrescentpolice@cityoflacrescent-mn.gov

Houston County Hazard Mitigation Plan

On February 10, 2025, the City Council passed a resolution adopting the Houston County 2024 Hazard Mitigation Plan. As stated in the introduction paragraph of the plan "Hazard mitigation planning refers to any sustained action to reduce or eliminate long-term risk to human life and property from natural disasters. The Federal Emergency Management Agency (FEMA) has made reducing hazards one of its primary goals, and a primary mechanism in achieving this goal is both the hazard mitigation planning process and the subsequent implementation of resulting projects, measures, and policies (FEMA, 2023b)." The entire mitigation plan can be found on our website at:

<https://www.cityoflacrescent-mn.gov/wp-content/uploads/HoustonCountyHMP2024.pdf>

La Crescent Live 2025 Performance Series Dates:

Location: 322 South 1st Street

The La Crescent Lions Club will once again present a live outdoor performance series this summer.

Dates are as follows:

June 11th, June 25th, July 9th, July 23rd, August 6th, and September 18th

Visit: <https://lacrescentlive.org> for performers and times.





La Crescent City Council: Pictured left to right: Chris Langen, Cherryl Jostad, Mayor Mike Poellinger, Dale Williams, and Teresa O'Donnell-Ebner

La Crescent City Council

The La Crescent City Council consists of four council members and one Mayor. City Council meetings are held the 2nd and 4th Mondays every month with the following exceptions in 2025 due to holidays:

- 2nd meeting in May will be held Tuesday, May 27th
- 2nd meeting in December will be held on Monday, Dec. 15th.

The City Council meetings are held in the Community Room at the Fire Department beginning at 5:00 p.m. and are open to the public.

For more information about the City Council, including Agendas and Minutes please visit our website: <https://cityoflacrescent-mn.gov>

Recycling & Compost Site Hours

Recycling Center - 160 S. 3rd Street
(Operated by Houston County)

Thursdays: 10:00 a.m. - 6:00 p.m.
Saturdays: 8:00 a.m. - 3:00 p.m.

Compost Site - just past Classic Rock
(Operated by the City of La Crescent)

Summer Hours (beginning 1st Monday in April):

Monday: 2:00 p.m. - 7:00 p.m.
Saturday: 8:00 a.m. - 3:00 p.m.

Fall Hours (beginning the 1st Thursday in October through the last Thursday in November):

Monday: 2:00 p.m. - 7:00 p.m.
Thursday: 2:00 p.m. - 7:00 p.m.
Saturday: 8:00 a.m. - 3:00 p.m.

Winter Hours (Beginning 1st Saturday in December):

Saturday Only: 8:00 a.m. - 3:00 p.m.

La Crescent
Newsletter

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