

**CITY OF LA CRESCENT**  
**AGENDA**  
**REGULAR MEETING**  
**LA CRESCENT CITY HALL**  
**315 MAIN STREET**  
**MAY 22, 2023**  
**5:30 P.M.**

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

**1. CONSENT AGENDA**

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

- 1.1 MINUTES – MAY 8, 2023
- 1.2 BILLS PAYABLE THROUGH MAY 19, 2023
- 1.3
- 1.4

**2. PUBLIC HEARING/MEETING**

**3. ITEMS FOR CONSIDERATION**

- 3.1 WIESER PARK IMPROVEMENT PROJECT QUOTES
- 3.2 NEIGHBORS DAY – THANK YOU
- 3.3 SHORT-TERM RENTAL/LODGING ORDINANCE
- 3.4 DRAFT CHICKEN ORDINANCE
- 3.5 PETITION TO VACATE ALLEY
- 3.6 GAMBLING PERMIT APPLICATION
- 3.7 MnDOT COOPERATIVE AGREEMENT
- 3.8 REVIEW PARTNERS IN ENERGY PROGRAM
- 3.9 GREENSTEP PROGRAM RECOGNITION
- 3.10 REVIEW PUBLIC WORKS DIRECTORS POSITION
- 3.11 REVIEW MAYOR FOR A DAY ARTICLES
- 3.12 AUTHORIZE EXPENDITURE – WIFI IN CITY PARKS
- 3.13

**4. UNFINISHED BUSINESS**

- 4.1

**CITY OF LA CRESCENT**  
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**5. MAYOR'S COMMENTS**

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

- 6.1 EXPLORE LA CROSSE
- 6.2 OUTDOOR PERFORMANCE SUMMER SERIES
- 6.3 WORLD MIGRATORY BIRD DAY
- 6.4 NATURAL RESOURCE ADVISORY GROUP – 5/9/23

**7. CORRESPONDENCE**

- 7.1 MnDOT – CARBON REDUCTION FUNDS
- 7.2
- 7.3

**8. HOUSTON COUNTY**

8.1

**9. CHAMBER OF COMMERCE**

9.1

**10 ITEMS FOR NEXT AGENDA**

**11. ADJOURNMENT**

#1.1

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
MAY 8, 2023

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of May was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, May 8th, 2023.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: none. Also present were City Attorney Skip Wieser, City Administrator Bill Waller, Community Development Coordinator Larry Kirch (via Zoom), Library Director Jess Witkins, and Deputy City Clerk Angie Boettcher.

Also in attendance was Eagle Scout candidate Peyton Jerue, Lancer Youth Hockey representatives, Jason Wieser, Tyler Reining, and Eriah Hayes.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

**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 – APRIL 24, 2023
- 1.2 BILLS PAYABLE THROUGH – MAY 5, 2023
- 1.3
- 1.4

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. Deputy City Clerk Boettcher made the following requested amendment to the Bills Payable for a partial payment to Zenke Inc. in the amount of \$45,000.

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

**A MOTION TO APPROVE THE CONSENT AGENDA WITH AN AMENDMENT TO THE BILLS PAYABLE FOR A PARTIAL PAYMENT IN THE AMOUNT OF \$45,000 TO ZENKE, INC.**

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

Ryan Hutchinson

Yes

Cherryl Jostad	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 3.1 – EAGLE SCOUT PROJECT – PEYTON JERUE**

Eagle Scout candidate Peyton Jerue with Troop 33 addressed the City Council regarding his Eagle Scout project. Mr. Jerue will be preparing the area and fencing for La Crescent's first dog park which will be located on the city-owned land off of South 7<sup>th</sup> Street. The project's estimated cost is \$8,000 for fuel, tools, signs, posts, gates, and fencing. Mr. Jerue has developed a letter that he is distributing to local businesses requesting monetary donations for the project. Mr. Jerue's goal is to have the project completed by the end of the summer 2023. It was recommended that City Council approve Mr. Jerue's Eagle Scout project. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

**MOTION TO APPROVE PEYTON JERUE'S EAGLE SCOUT PROJECT TO BUILD THE CITY OF LA CRESCENTS FIRST DOG PARK ON THE CITY-OWNED LAND OFF OF SOUTH 7<sup>TH</sup> STREET WITH DONATIONS FROM LOCAL BUSINESSES FUNDING THE ESTIMATED \$8,000 IN COST AND A COMPLETION DATE BY THE END OF SUMMER 2023.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

### **ITEM 3.2 – ICE ARENA EVALUATION STUDY**

Lancer Youth Hockey representatives Jason Wieser, Tyler Reining, and Eriah Hayes reviewed with City Council the Ice Arena Evaluation Study that was done along with current use, and future improvement plans for the Ice Arena. City staff will be evaluating funding alternatives. This was informational only, no action was taken.

### **ITEM 3.3 – SHORT-TERM RENTAL/LODGING ORDINANCE**

City resident Mark Levenick addressed City Council about the Short-Term Rental Ordinance. City resident Tom Ezdon addressed City Council about the Short-Term Rental Ordinance.



City Attorney Wieser reviewed with City Council for discussion an updated Short-Term Rental Ordinance, a draft permit application, and a review of the lodging tax enabling statute. Following discussion, the City Council's consensus was to bring back the Short-Term Rental Ordinance to the May 22<sup>nd</sup> meeting.

#### **ITEM 3.4 – DEVELOPMENT AGREEMENT – 31 SOUTH WALNUT**

City Attorney Wieser reviewed an updated Development Agreement for the property at 31 South Walnut Street with City Council. The City Council originally approve this tax increment district in March of 2021. This item was informational only, no action taken.

#### **ITEM 3.5 – LIBRARY SUMMER READING PROGRAM**

Library Director Jess Witkins addressed City Council to request the use of the city's grassy lot and full parking lot behind the library for the library's Summer Reading Program. The event will take place on Friday, July 28<sup>th</sup>, 2023 from approximately 12:00 p.m. to 9:00 p.m. This would require partial closing of the alleyway to ensure community safety and access to the library for restrooms and services. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

**MOTION TO APPROVE THE LIBRARY'S USE OF THE CITY'S GRASSY LOT AND FULL PARKING LOT BEHIND THE LIBRARY FOR THE SUMMER READING PROGRAM TO BE HELD FROM APPROXIMATELY 12:00 P.M. TO 9:00 P.M. ON FRIDAY, JULY 28<sup>TH</sup> 2023, AND THE PARTIAL CLOSING OF THE ALLEYWAY TO ENSURE COMMUNITY SAFETY AND ACCESS TO RESTROOM SERVICES.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.6 – WALNUT STREET PLANNING PROJECT REVIEW**

Community Development Coordinator Larry Kirch reviewed with City Council (via Zoom) the Walnut Street Corridor Plan project status and schedule. In June public informational meetings, group meetings of stakeholders, and public involvement at the Farmer's Market will take place with the remainder of the summer used to take input and refine the plan and then present it to the public and stakeholders in late summer. This was informational only, no action taken.

### **ITEM 3.7 – OVERLOOK PLAZA – U OF M RESILIENT PROGRAM**

Community Development Coordinator Larry Kirch requested City Council support and authorization to submit an application to the University of Minnesota Resilient Communities Program (RCP) for the Overlook Plaza Indigenous History Project. If approved the program will match a graduate-level class with the City to create a recognition project at Overlook Plaza. There would be two projects which include a history class that would better document the indigenous history in the City and Southeast Minnesota and a Landscape Architecture class along with area tribal communities to assist in designing appropriate features that convey the city's indigenous history. Each project has a fee of \$6,000. The city is required to match the Blandin Foundation Grant at \$20,000 and the project would become a portion of the city's required match. Council approval would also be needed to amend the 2023 General Fund Budget if the City is awarded the project. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

**MOTION TO AUTHORIZE COMMUNITY DEVELOPMENT COORDINATOR LARRY KIRCH TO SUBMIT AN APPLICATION TO THE UNIVERSITY OF MINNESOTA RESILIENT COMMUNITIES PROGRAM FOR THE OVERLOOK PLAZA INDIGENOUS HISTORY PROJECT WHICH WOULD INCLUDE DOCUMENTATION OF THE INDIGENOUS HISTORY IN THE CITY AND SOUTHEAST MINNESOTA AND LANDSCAPE ARCHITECTURE TO ASSIST IN DESIGNING APPROPRIATE FEATURES THAT CONVEY THE INDIGENOUS HISTORY OF THE CITY WITH A PROJECT FEE OF \$6,000 FOR EACH PROJECT WHICH WOULD BE PART OF THE CITY'S REQUIRED MATCH OF \$20,000 FOR THE BLANDIN FOUNDATION GRANT AND TO AMEND THE 2023 GENERAL FUND BUDGET IF AWARDED THE PROJECT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.8 – NEIGHBORHOOD BLOCK PARTY REQUEST**

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting approval for a temporary partial street closure on the 100 block of North Oak Street on Sunday, June 4<sup>th</sup>, 2023 for approximately five hours in the late afternoon/early evening for a neighborhood block/graduation party. An alternate route would still be accessible to City residents. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad as follows:

**MOTION TO APPROVE A TEMPORARY PARTIAL STREET CLOSURE OF THE 100 BLOCK OF NORTH OAK STREET ON SUNDAY, JUNE 4<sup>TH</sup>, 2023 FOR APPROXIMATELY FIVE HOURS IN THE LATE AFTERNOON/EARLY EVENING TO ALLOW FOR A NEIGHBORHOOD BLOCK/GRADUATION PARTY WITH AN ALTERNATE ROUTE STILL ACCESSIBLE TO CITY RESIDENTS.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.9 – MSA AGREEMENT – ADA ACCESS AUDIT/PLAN**

City Council reviewed for approval a Professional Services Agreement with MSA to complete an ADA Access Audit and Transition Plan for City Park and Recreation Facilities with funds available in the 2023 general fund budget. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE PROFESSIONAL SERVICE AGREEMENT WITH MSA TO COMPLETE AN ADA ACCESS AUDIT AND TRANSITION PLAN FOR CITY PARK AND RECREATION FACILITIES WITH FUNDS AVAILABLE IN THE 2023 GENERAL FUND BUDGET.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – MONSANTO SETTLEMENT**

City Council reviewed a memo from City Finance Director Kara Tarrence regarding a check to the City received from PCB Settlement Fund in the amount of \$17,414.03 from a Monsanto Class Action

Settlement. The settlement was recognized by the League of Minnesota Cities as being legitimate as a suit against Monsanto for PCB-related impairments to the environment, including bodies of water. It was recommended that City Council approve the check received in the amount of \$17,414.03. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – DONATION RESOLUTION – WIESER PARK**

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of April 2023. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption as follows:

#### **RESOLUTION NO. 05-23-17**

#### **RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT WIESER MEMORIAL PARK IMPROVEMENT PROJECT IN APRIL 2023**

WHEREAS, the City of La Crescent (“La Crescent”) is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donations were made to La Crescent in the month of April 2023 to the Wieser Memorial Park Improvement Project to be used for the specific purpose of improvements to the park shelter and bathroom facilities:

1. Eugene and Rosemary Feuerhelm wish to donate \$500.00
2. Warren and Patricia Undeland wish to donate \$1,000.00
3. Gabe and Courtney Wieser wish to donate \$200.00
4. Andrew and Leila Wieser wish to donate \$5,000.00

WHEREAS, La Crescent agrees to accept the donations for Wieser Memorial Park

Subject to the conditions identified above.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 8<sup>th</sup> day of May 2023.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Deputy Clerk

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – DONATION RESOLUTION - GENERAL**

City Council reviewed a Resolution regarding the acceptance of donations to the city for the month of April 2023. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption as follows:

**RESOLUTION NO. 05-23-18**

**RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN APRIL, 2023**

WHEREAS, the City of La Crescent ("La Crescent") is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donations were made to the City of La Crescent in the month of April, 2023:

1. Don and Stacie Hogan wish to donate \$100.00 to the La Crescent Fire Department.

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

ADOPTED this 8th day of May 2023.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Deputy Clerk

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – APPLEFEST 5K EVENT REQUEST**

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting approval for the Applefest 5k Group to hold the 2023 La Crescent 5K Event on the morning of Saturday, September 16<sup>th</sup> with the route beginning on Main and Walnut Streets and ending at the Old Hickory Park Shelter on the Jonathan side. The group is also requesting assistance from the La Crescent Police Department and Fire personnel for escort(s), traffic control, medical response, and security. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad as follows:

**MOTION TO APPROVE THE 2023 APPLEFEST 5K EVENT TO BE HELD ON THE MORNING OF SATURDAY, SEPTEMBER 16<sup>TH</sup> AND APPROVAL OF ASSISTANCE FROM LA CRESCENT POLICE DEPARTMENT AND FIRE PERSONNEL.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.14 – POLICE DEPARTMENT PATCH COLORING CONTEST**

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting approval for the Police Department to hold a coloring contest during National Police Week May 14<sup>th</sup> – 20<sup>th</sup> for the unveiling of the La Crescent Police Department's new department patch. The contest would be open to all students and residents 11 years old and younger who reside in the La Crescent-Hokah School District. Prizes would consist of a certificate for a ride to school in a police car and various gifts donated by local La Crescent area businesses and organizations. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE LA CRESCENT POLICE DEPARTMENT TO HOLD A COLORING CONTEST FOR YOUTH 11 YEARS OLD AND YOUNGER THAT RESIDE IN THE LA CRESCENT-HOKAH SCHOOL DISTRICT DURING NATIONAL POLICE WEEK MAY 14<sup>TH</sup> – 20<sup>TH</sup>, 2023 FOR THE UNVEILING OF THE LA CRESCENT POLICE DEPARTMENT'S NEW DEPARTMENT PATCH WITH PRIZES CONSISTING OF A CERTIFICATE FOR A RIDE TO SCHOOL IN A POLICE CAR AND VARIOUS GIFTS DONATED BY LOCAL LA CRESCENT AREA BUSINESSES AND ORGANIZATIONS.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – BUILDING DEPARTMENT STAFFING**

City Administrator Bill Waller reviewed with City Council for approval the following:

- a. Approve the job description for the new Building Inspector position, a copy of which was included, determining that the position will be classified as non-exempt and will be included in the AFSCME Union and that the position will be assigned a point value of 213-245. In 2023 the position will have a salary range of \$26.80 to \$31.04 per hour and authorize that the position be advertised and posted, with a hiring recommendation to be presented at a future City Council meeting.
- b. Approve the updated Building Officials job description, a copy of which was included, determining that the position will continue to be classified as non-exempt and will continue to be included in the AFSCME union and effective May 8, 2023, increase the points assigned to the position from 305 to 315-345 with a salary range in 2023 to be \$32.51 to \$38.04 per hour. Effective May 8, 2023, move Shawn Wetterlin from step 5 in the current salary schedule to step 4 in the new salary schedule.
- c. Amend the 2023 general fund budget by \$5,645 to reflect the added costs associated with items a and b that are not included in the current 2023 general fund budget.

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

**MOTION TO APPROVE THE JOB DESCRIPTION FOR THE NEW BUILDING INSPECTOR POSITION DETERMINING THAT THE POSITION WILL BE CLASSIFIED AS NON-EXEMPT AND WILL BE INCLUDED IN THE AFSCME UNION WITH POINTS SET AT 213-245 AND A SALARY RANGE IN 2023 OF \$26.80 TO \$31.04 PER HOUR AND AUTHORIZE APPROVAL FOR THE POSITION TO BE ADVERTISED AND POSTED WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

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

**MOTION TO APPROVE THE UPDATED BUILDING OFFICIALS JOB DESCRIPTION DETERMINING THAT THE POSITION WILL CONTINUE TO BE CLASSIFIED AS NON-EXEMPT IN THE AFSCME UNION CONTRACT AND EFFECTIVE MAY 8<sup>TH</sup>, 2023 INCREASING THE POINTS FROM 305 TO 315-345 WITH A SALARY RANGE IN 2023 TO BE**

**\$35.21 TO \$38.04 PER HOUR AND MOVE SHAWN WETTERLIN FROM STEP 5 IN THE CURRENT SALARY SCHEDULE TO STEP 4 IN THE NEW SALARY SCHEDULE.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

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

**MOTION TO APPROVE AMENDING THE 2023 GENERAL FUND BUDGET BY \$5,645 TO REFLECT THE ADDED COSTS ASSOCIATED WITH THE BUILDING INSPECTOR POSITION AND UPDATED BUILDING OFFICIAL POSITION.\**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.16 – GREAT RIVER RAIL REQUEST**

City Council reviewed a letter from the Great River Rail Commission officially inviting the City of La Crescent to join the Commission, as a Non-Financial Party. The Commission has the goals of expanding passenger rail service, increasing freight rail capacity, bolstering economic development along the corridor, and increasing safety for rail and highway users. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION FOR THE CITY OF LA CRESCENT TO JOIN THE GREAT RIVER RAIL COMMISSION AS A NON-FINANCIAL PARTY.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.17 – BIKE MONTH PROCLAMATION**

City Council reviewed a Memo from City Sustainability Coordinator Jason Ludwigson requesting the recognition for the month of May as National Bike Month by proclamation in the City of La Crescent. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

#### **MOTION TO RECOGNIZE THE MONTH OF MAY AS NATIONAL BIKE MONTH BY PROCLAMATION IN THE CITY OF LA CRESCENT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.18 – LIONS CLUB – SUMMER CONCERT SERIES**

City Council reviewed a letter from the La Crescent Lions Club requesting permission to hold an outdoor summer concert series in conjunction with La Crescent Live, La Crescent Library, and Bike Around Minnesota. The concert series will consist of four separate performances to be held on May 30th at Veterans Park, June 21st in the City lot next to Healthy Community Partners, July 28<sup>th</sup> in the City parking lot and grassy area behind the library, and August 18th at Veterans Park. The request includes the City providing barricades, picnic tables, garbage cans, bike racks, extension cords, bathrooms, and power outlets. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

#### **MOTION TO APPROVE THE LA CRESCENT LIONS CLUB TO HOLD A SUMMER CONCERT SERIES MAY 30<sup>TH</sup>, JUNE 21<sup>ST</sup>, JULY 28<sup>TH</sup>, AND AUGUST 18<sup>TH</sup> AT LOCATIONS SPECIFIED AND WITH THE CITY PROVIDING BARRICADES, PICNIC TABLES, GARBAGE CANS, BIKE RACKS, EXTENSION CORDS, BATHROOMS, AND POWER OUTLETS.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

## **6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

- 6.1 City Council reviewed the Park and Recreation Commission 4/17/2023 Meeting minutes.
- 6.2 City Council reviewed the Natural Resource Advisory Group 4/20/2023 Meeting minutes.
- 6.3 City Council reviewed the 2023 City Spring Newsletter.

## **9. CHAMBER OF COMMERCE**

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

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:43 PM

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

#1.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator  
DATE: May 19, 2023  
RE: Bills Payable

*BW*

Attached for review and consideration by the City Council are the bills payable for the period ending May 19, 2023. We would suggest that the City Council approve the payment of the bills as presented.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>A1 PRECISION PUMPING INC</b>						
11389	GRINDER PUMP REPAIR FLOOD DAMAGE	05/08/2023	4,100.00	.00		
Total 9080:			4,100.00	.00		
<b>ABILITY BUILDING CENTER INC</b>						
16408	CITY HALL - SHREDDING	04/30/2023	45.32	.00		
16408	CITY HALL - CLEANING	04/30/2023	208.00	.00		
Total 8085:			253.32	.00		
<b>AHLSCHLAGER, LUKE M.</b>						
5/13/23	REIMBURSEMENT - BADGE DISPLAY	05/13/2023	74.89	.00		
Total 8274:			74.89	.00		
<b>AMAZON CAPITAL SERVICES</b>						
1CHY-KT4T-61D	GC - GOLF CAR PARTS	05/03/2023	50.72	.00		
1J6F-F3LK-11XR	LIBRARY - BOOKS GRANT FUNDED	05/03/2023	175.14	.00		
1KVG-YKTL-91L	CITY - CLEANING SUPPLIES	05/08/2023	30.05	.00		
Total 9956:			255.91	.00		
<b>ANCHOR SOLAR INVESTMENTS LLC</b>						
#43	MAINTENANCE BLDG - SOLAR	05/01/2023	372.26	.00		
#43	ANIMAL RESCUE - SOLAR	05/01/2023	190.88	.00		
#43	RADIUM PLANT - SOLAR	05/01/2023	372.26	.00		
Total 9859:			935.40	.00		
<b>AT&amp;T MOBILITY</b>						
4/23 FIRE	FD - WIRELESS	04/30/2023	100.24	.00		
Total 9870:			100.24	.00		
<b>B &amp; T TECHNICAL SERVICES, LLC</b>						
1273	COMM BLDG - SOLAR ELECTRICAL SERVICE	04/30/2023	405.22	.00		
Total 9680:			405.22	.00		
<b>BAKER &amp; TAYLOR</b>						
2037449614	LIBRARY - BOOKS	04/10/2023	419.04	.00		
2037451149	LIBRARY - BOOKS	04/11/2023	168.45	.00		
2037474021	LIBRARY - BOOKS	04/19/2023	265.36	.00		
Total 8022:			852.85	.00		
<b>BOB'S SERVICE</b>						
781956	MAINT SHOP - WATER HEATER REPLACEMENT	05/13/2023	663.00	.00		
Total 8841:			663.00	.00		
<b>CINTAS CORPORATION</b>						
4151927757	GC - CLEANING	04/10/2023	36.66	.00		
4151927849	CITY HALL - CLEANING	04/10/2023	64.28	.00		
4153306907	GC - CLEANING	04/24/2023	36.66	.00		
4153306993	CITY HALL - CLEANING	04/24/2023	64.28	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9696:			201.88	.00		
<b>CITY TREASURER'S OFFICE</b>						
189630	- ARRIL 2 WASTEWATER TO LA CROSSE	04/30/2023	30,308.53	.00		
Total 1086:			30,308.53	.00		
<b>CLASSIC ROCK PRODUCTS INC</b>						
970	GRASS SEED & SOIL AROUND SIDEWALKS FROM SNOW	05/01/2023	595.98	.00		
Total 278:			595.98	.00		
<b>CLEARWAY COMMUNITY SOLAR LLC</b>						
3/23 STMT	219 MAIN STREET - UNIT LIGHTS	03/31/2023	63.25	.00		
3/23 STMT	202 MAIN STREET - FLAG LIGHT	03/31/2023	2.57	.00		
3/23 STMT	608 S 7TH ST - POOL	03/31/2023	413.77	.00		
3/23 STMT	1323 SPRUCE DRIVE - ABNET FIELDS	03/31/2023	25.41	.00		
3/23 STMT	209 S WALNUT STREET - LAC SIGN	03/31/2023	11.37	.00		
3/23 STMT	523 S CHESTNUT ST - ANIMAL SHELTER	03/31/2023	32.52	.00		
3/23 STMT	520 S 14TH STREET - ICE ARENA	03/31/2023	2,070.78	.00		
3/23 STMT	1450 HWY 16 - LIFT STATION	03/31/2023	24.11	.00		
3/23 STMT	407 ORCHARDVIEW - BOOSTER STATION	03/31/2023	245.26	.00		
3/23 STMT	400 LARCH AVE - WELL 2	03/31/2023	525.21	.00		
3/23 STMT	608 S 7TH ST - TENNIS COURT LIGHTS	03/31/2023	8.09	.00		
3/23 STMT	321 MAIN STREET - LIBRARY	03/31/2023	132.33	.00		
3/23 STMT	722 N 2ND ST - RADIUM PLANT	03/31/2023	1,608.07	.00		
3/23 STMT	31 MCINTOSH RD - LIFT STATION	03/31/2023	9.14	.00		
3/23 STMT	219 CHESTNUT STREET - BRIDGE LIGHT	03/31/2023	45.34	.00		
3/23 STMT	110 MIDNIGHT STREET - LIFT STATION	03/31/2023	42.04	.00		
3/23 STMT	336 S 1ST STREET - COMM BLDG	03/31/2023	124.59	.00		
3/23 STMT	193 MCINTOSH RD - BOOSTER STATION	03/31/2023	148.26	.00		
3/23 STMT	1200 JONATHAN LN - PARK SHELTER	03/31/2023	34.60	.00		
3/23 STMT	200 STONEY POINT - WELL HOUSE	03/31/2023	642.21	.00		
Total 9854:			6,208.92	.00		
<b>CULLIGAN WATER CONDITIONING</b>						
285X20855106	CITY HALL - WATER COOLER RENTAL	05/01/2023	39.95	.00		
285X20855106	PD - WATER COOLER RENTAL	05/01/2023	39.95	.00		
285X20855106	MAINT - WATER COOLER RENTAL	05/01/2023	39.95	.00		
285X20878702	FD - WATER COOLER RENTAL	05/01/2023	39.95	.00		
Total 231:			159.80	.00		
<b>DAVY LABORATORIES</b>						
23E0029	WATER SAMPLES	05/03/2023	96.30	.00		
Total 312:			96.30	.00		
<b>DEPUTY #031 LA CRESCENT</b>						
5/1/23	M. MALS LIC. BUR. NSF STATE REIMBURSEMENT	05/11/2023	680.00	680.00	05/12/2023	
Total 9750:			680.00	680.00		
<b>DRIFTLESS ARMOR</b>						
22-007	PD - 3 BULLETPROOF VESTS	12/09/2022	2,761.59	.00		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9933:			2,761.59	.00		
<b>E O JOHNSON CO.</b>						
INV1334360	DUO AUTHEINITCATION - FIRE	05/06/2023	45.05	.00		
INV1334360	DUO AUTHEINITCATION - LIC BUR	05/06/2023	45.05	.00		
INV1334360	DUO AUTHEINITCATION - PUB WORKS	05/06/2023	10.60	.00		
INV1334360	DUO AUTHEINITCATION - WATER	05/06/2023	10.60	.00		
INV1334360	DUO AUTHEINITCATION - STREETS	05/06/2023	10.60	.00		
INV1334360	DUO AUTHEINITCATION - CLERK	05/06/2023	26.50	.00		
INV1334360	DUO AUTHEINITCATION - GC	05/06/2023	26.50	.00		
INV1334360	DUO AUTHEINITCATION - POLICE	05/06/2023	68.90	.00		
INV1334360	DUO AUTHEINITCATION - SEWER	05/06/2023	10.60	.00		
INV1334360	DUO AUTHEINITCATION - B&Z	05/06/2023	10.60	.00		
Total 8614:			265.00	.00		
<b>EARL F ANDERSEN INC</b>						
0132527-IN	CLOSED SIGNS FOR SHORE ACRES FLOODING	05/10/2023	646.75	.00		
0132552-IN	BARRICADES FOR SHORE ACRES FLOODING	05/10/2023	1,540.43	.00		
0132601-IN	SIGNS FOR KISTLER PARK POLLINATOR GARDEN	05/17/2023	107.80	.00		
Total 404:			2,294.98	.00		
<b>EMERGENCY AUTOMOTIVE TECH</b>						
MP031623-50	PD - EQUIPMENT FOR NEW CHARGER	03/17/2023	1,170.84	.00		
MP03162350A	PD - EQUIPMENT FOR NEW CHARGER	03/21/2023	68.48	.00		
Total 9401:			1,239.32	.00		
<b>FIFTH AVENUE AWARDS, INC.</b>						
44703	FD - NAME PLATE	04/28/2023	10.00	.00		
Total 562:			10.00	.00		
<b>FIRE CATT, LLC</b>						
12222	FD - ANNUAL HOSE TESTING	05/15/2023	3,903.25	.00		
Total 9251:			3,903.25	.00		
<b>GRAF, TIMOTHY</b>						
5/15/23	STREETS - SIDEWALK REPAIR/REPLACEMENT	05/15/2023	590.00	.00		
Total 10093:			590.00	.00		
<b>HAWKINS INC.</b>						
6466332	POOL - CHEMICALS	05/09/2023	7,415.94	.00		
6466333	WATER PLANT - CHEMICALS	05/09/2023	4,940.28	.00		
Total 512:			12,356.22	.00		
<b>HOFFMAN &amp; McNAMARA</b>						
MO-1977-1	ARBOR DAY TREE PLANTING - WIESER PARK	04/27/2023	10,535.00	.00		
Total 8935:			10,535.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ICON CONSTRUCTORS, LLC</b>						
PAY REQ NO 13	WAGON WHEEL TRAIL PHASE 3	04/30/2023	7,030.75	.00		
Total 9990:			7,030.75	.00		
<b>LA CRESCENT ACE HARDWARE</b>						
4/23 STMT	STORM SEWER REPAIR	04/30/2023	51.96	.00		
4/23 STMT	CITY HALL - BLDG REPAIR	04/30/2023	16.99	.00		
4/23 STMT	CITY HALL - BLDG REPAIR	04/30/2023	11.74	.00		
4/23 STMT	MAINT SHOP - CLEANING SUPPLIES	04/30/2023	31.97	.00		
4/23 STMT	STREETS - VEHICLE MAINT	04/30/2023	8.98	.00		
4/23 STMT	DRINKING FOUNTAIN PARTS	04/30/2023	8.97	.00		
4/23 STMT	MAINT SHOP - SMALL TOOLS	04/30/2023	5.99	.00		
4/23 STMT	FLOOD SUPPLIES	04/30/2023	58.96	.00		
4/23 STMT	FLOOD SUPPLIES	04/30/2023	29.99	.00		
4/23 STMT	MAINT SHOP - SMALL TOOLS	04/30/2023	40.40	.00		
4/23 STMT	MAINT SHOP - SMALL TOOLS	04/30/2023	4.59	.00		
4/23 STMT	GC - SMALL TOOLS	04/30/2023	15.99	.00		
4/23 STMT	GC - VEHICLE MAINT	04/30/2023	7.98	.00		
4/23 STMT	GC - GOLF CAR REPAIR	04/30/2023	8.29	.00		
4/23 STMT	GC - BATTERIES	04/30/2023	7.99	.00		
4/23 STMT	PARKS - GARLIC MUSTARD REMOVAL VETCH PARK	04/30/2023	35.99	.00		
4/23 STMT	POOL - PADLOCK KEYS	04/30/2023	5.58	.00		
4/23 STMT	GRINDER PUMP REPAIR & MAINT	04/30/2023	11.99	.00		
4/23 STMT	LIBRARY - SCREEN REPAIR	04/30/2023	16.45	.00		
4/23 STMT	MAINT SHOP - SMALL TOOLS	04/30/2023	49.99	.00		
4/23 STMT	STREETS - VEHICLE MAINT	04/30/2023	6.99	.00		
4/23 STMT	VOLLEYBALL NET PARTS	04/30/2023	11.67	.00		
4/23 STMT	DRINKING FOUNTAIN PARTS	04/30/2023	7.98	.00		
4/23 STMT	PAINTING SULLPIES ABNET RESTROOMS	04/30/2023	99.47	.00		
4/23 STMT	DRINKING FOUNTAIN PARTS	04/30/2023	29.98	.00		
4/23 STMT	STREET - CLEANING	04/30/2023	19.98	.00		
4/23 STMT	SCREWS FOR BABY CHANGING STATION	04/30/2023	38.27	.00		
4/23 STMT	MAINT SHOP- CARB CLEANER	04/30/2023	9.18	.00		
4/23 STMT	GC - SMALL TOOLS	04/30/2023	27.19	.00		
4/23 STMT	GC - SMALL TOOLS	04/30/2023	21.98	.00		
4/23 STMT	GC - KITCHEN SUPPLIES	04/30/2023	5.99	.00		
4/23 STMT	PARKS - CLEANING	04/30/2023	15.99	.00		
4/23 STMT	TREE PLANTING PROJECT WIESER PARK	04/30/2023	99.95	.00		
Total 717:			825.41	.00		
<b>LA CRESCENT AREA EVENT CENTER, INC.</b>						
4/23 LODGING T	LODGING TAX - MARKETING & PROMO AGREEMENT	05/22/2023	828.42	.00		
Total 9810:			828.42	.00		
<b>LA CRESCENT CHAMBER OF COMMERCE</b>						
4/23 LODGING T	LODGING TAX - MARKETING & PROMO AGREEMENT	05/22/2023	828.42	.00		
Total 1142:			828.42	.00		
<b>LA CROSSE AREA CONVENTION AND</b>						
4/23 LODGING T	LODGING TAX - MARKETING & PROMO AGREEMENT	05/22/2023	2,591.47	.00		
Total 9824:			2,591.47	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>LA CROSSE TRIBUNE</b>						
4/23 8 WEEKS	CITY HALL - 8 WEEKS SUBSCRIPTION DAILY	04/25/2023	153.00	.00		
Total 8522:			153.00	.00		
<b>MATHY CONSTRUCTION COMPANY INC</b>						
5200021773	STREET PATCH	05/04/2023	2,070.67	.00		
Total 1303:			2,070.67	.00		
<b>MED COMPASS</b>						
43291	FD - PPE FIT TEST SCBA USER	04/24/2023	2,220.00	.00		
Total 8978:			2,220.00	.00		
<b>MIENERGY COOPERATIVE</b>						
4/23 STMT	ELECT UTILITIES-CRESC.HGTS.& WILDWOOD SEC LIGH	04/30/2023	245.81	245.81	05/17/2023	
4/23 STMT	ELECT UTILITIES - WIESER PARK	04/30/2023	75.42	75.42	05/17/2023	
4/23 STMT	ELECT UTILITIES-GC CLUBHOUSE	04/30/2023	434.26	434.26	05/17/2023	
4/23 STMT	ELECT UTILITIES - HORSETRACK MEADOWS LIFT STATI	04/30/2023	159.44	159.44	05/17/2023	
4/23 STMT	ELECT UTILITIES-GC POP MACH.	04/30/2023	64.13	64.13	05/17/2023	
4/23 STMT	ELECT UTILITIES-GC IRRIGATION & PARKING LOTS LIGH	04/30/2023	800.82	800.82	05/17/2023	
Total 2012:			1,779.88	1,779.88		
<b>MINNESOTA CHILD SUPPORT PAYMENT CENTER</b>						
5/12/23P/R00156	MN CHILD SUPPORT	05/15/2023	640.97	640.97	05/15/2023	
Total 9597:			640.97	640.97		
<b>MINNESOTA ENERGY RESOURCES INC</b>						
4/23 STMT	ANIMAL SHELTER - GAS UTILITIES	04/30/2023	117.77	117.77	05/17/2023	
4/23 STMT	COMMUNITY BLDG - GAS UTILITIES	04/30/2023	299.24	299.24	05/17/2023	
4/23 STMT	ICE ARENA - GAS UTILITIES	04/30/2023	733.83	733.83	05/17/2023	
4/23 STMT	MAINT BLDG - GAS UTILITIES	04/30/2023	229.48	229.48	05/17/2023	
4/23 STMT	PUMP HOUSE ORCHARDVIEW	04/30/2023	28.61	28.61	05/17/2023	
4/23 STMT	ABNET RESTROOMS - GAS UTILITIES	04/30/2023	171.20	171.20	05/17/2023	
4/23 STMT	CITY HALL - GAS UTILITIES	04/30/2023	184.99	184.99	05/17/2023	
4/23 STMT	CONTROL BLDG - GAS UTILITIES	04/30/2023	66.23	66.23	05/17/2023	
4/23 STMT	LIBRARY - GAS UTILITIES	04/30/2023	80.26	80.26	05/17/2023	
4/23 STMT	PUMP HOUSE MCINTOSH	04/30/2023	62.03	62.03	05/17/2023	
4/23 STMT	POOL - GAS UTILITIES	04/30/2023	63.88	63.88	05/17/2023	
Total 8171:			2,037.52	2,037.52		
<b>MINNESOTA PUMP WORKS</b>						
INV020957	GRINDER REPLACEMENT FROM FLOOD WATER	05/04/2023	12,585.00	.00		
Total 9637:			12,585.00	.00		
<b>MINNESOTA RURAL WATER ASSOC.</b>						
7/23-6/24	CITY ASSOCIATE MEMBERSHIP FEE	05/08/2023	400.00	.00		
Total 1361:			400.00	.00		
<b>NATIONAL BUSINESS FURNITURE, LLC</b>						
ZK209581-TDQ	OFFICE FURNITURE	05/10/2023	931.62	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10092:			931.62	.00		
<b>NORTHERN BEVERAGE DISTRIBUTING</b>						
1116156	GC - BEER FOR RESALE	05/04/2023	436.60	.00		
1119691	GC - BEER FOR RESALE	05/11/2023	250.10	.00		
Total 2311:			686.70	.00		
<b>PISCHKE MOTORS</b>						
6108057/1	PD - P-20 SQUAD MAINTENANCE	05/04/2023	352.63	.00		
Total 10094:			352.63	.00		
<b>POMP'S TIRE SERVICE INC</b>						
180115932	STREETS - FRONT TIRES 2014 f-450	04/18/2023	1,081.06	.00		
Total 1640:			1,081.06	.00		
<b>PUMP 4 LESS</b>						
4/23 POLICE	POLICE DEPT - MOTOR FUEL	04/30/2023	172.98	.00		
Total 8604:			172.98	.00		
<b>QUALITY POOL &amp; SPA</b>						
27414	POOL - CHEMICALS	05/13/2023	48.47	.00		
27480	POOL - CHLORINE PUMP & FITTINGS	05/18/2023	467.33	.00		
27481	POOL - PLUMBING FITTINGS	05/18/2023	10.99	.00		
Total 1596:			526.79	.00		
<b>RELIABLE PEST MANAGEMENT</b>						
13896	CITY HALL - PEST CONTROL	04/24/2023	45.00	.00		
13897	GC - PEST CONTROL	04/24/2023	96.33	.00		
Total 9871:			141.33	.00		
<b>RIVERLAND COMMUNITY COLLEGE</b>						
1135533	FD - FF I & FF II - 3 FIREFIGHTERS	05/11/2023	4,500.00	.00		
Total 1837:			4,500.00	.00		
<b>RONCO ENGINEERING SALES INC</b>						
3321637	GC - MOWER REPAIR	05/05/2023	222.82	.00		
Total 1813:			222.82	.00		
<b>SCHOLASTIC INC.</b>						
48976147	LIBRARY - BOOKS	04/25/2023	245.39	.00		
Total 10090:			245.39	.00		
<b>SHOOTING STAR NATIVE SEEDS</b>						
58303	HELP GRANT 2023 - PARKS/STORMWATER BASIN SEEDI	05/12/2023	1,765.00	.00		
Total 9713:			1,765.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SOUTHEAST LIBRARIES COOP</b>						
051274	LIBRARY - 2023 PUBLIC PC MANAGEMENT	05/16/2023	488.93	.00		
Total 1962:			488.93	.00		
<b>SPEEDTECH LIGHTS INC.</b>						
354234	PARKS - LIGHT REPLACEMENT 06 CHEVY	05/12/2023	358.36	.00		
Total 10079:			358.36	.00		
<b>SPRING VALLEY PUBLIC LIBRARY</b>						
601	LIBRARY - BOOKS	05/12/2023	15.00	.00		
Total 10096:			15.00	.00		
<b>STOTTS, RYAN</b>						
4/25/23	MAYOR FOR A DAY CONTEST WINNERS STORIES	04/25/2023	300.00	.00		
Total 9999:			300.00	.00		
<b>THE BUYERS EX-PRESS</b>						
3568	GC - ADVERTISING	05/03/2023	150.00	.00		
Total 9513:			150.00	.00		
<b>THORSON GRAPHICS LLC</b>						
8889	SAFE ROUTES TO SCHOOL FLYERS SRTS BOOST GRAN	05/18/2023	230.00	.00		
Total 8998:			230.00	.00		
<b>UNITED STATES POSTMASTER</b>						
5/23 PAST DUE	PAST DUE WATER/SEWER - SEWER	05/18/2023	35.28	35.28	05/18/2023	
5/23 PAST DUE	PAST DUE WATER/SEWER - WATER	05/18/2023	35.28	35.28	05/18/2023	
SPRING 2023	NEWSLETTER POSTAGE	05/09/2023	688.89	688.89	05/09/2023	
Total 2102:			759.45	759.45		
<b>UNITED TACTICAL SYSTEMS, LLC</b>						
0084775-IN	PD - SELF DEFENSE EQUIP PEPPERBALL BLAST	05/01/2023	405.99	.00		
Total 10091:			405.99	.00		
<b>UW-LA CROSSE</b>						
5150	WORK PERFORMED - MISSISSIPPI VALLEY ARCHAEOLO	05/08/2023	189.94	.00		
Total 9984:			189.94	.00		
<b>VERIZON WIRELESS</b>						
9933586937	FD - MOBILE	04/28/2023	120.03	.00		
9933609178	PD - COMPUTER DATA & PHONE SERVICE	04/28/2023	497.94	.00		
9933609178	WATER DEPT - DATA	04/28/2023	35.01	.00		
9933609178	B&Z - COMPUTER DATA	04/28/2023	40.02	.00		
9933609178	SEWER DEPT - DATA	04/28/2023	35.01	.00		
9933886401	WATER DEPT - WIRELESS	04/30/2023	59.09	.00		
9933886401	SEWER DEPT - WIRELESS	04/30/2023	59.09	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8973:			846.19	.00		
<b>VISA</b>						
4/23 STMT	PD - R. CLARK STORM TRAINING	04/30/2023	499.00	499.00	05/17/2023	
4/23 STMT	PD - INTERNET PEOPLE SEARCH	04/30/2023	75.00	75.00	05/17/2023	
4/23 STMT	PD - HOTEL FOR D. DAVEAU TRAINING	04/30/2023	325.98	325.98	05/17/2023	
4/23 STMT	PD - MEALS FOR 2 DAYS TRAINING 2 OFFICERS	04/30/2023	202.79	202.79	05/17/2023	
4/23 STMT	GUARD RAILS POST FOR SHORE ACRES	04/30/2023	540.85	540.85	05/17/2023	
4/23 STMT	PROJECT REVIEW MEETING LUNCH	04/30/2023	45.24	45.24	05/17/2023	
4/23 STMT	MAINT - LIFE JACKETS	04/30/2023	833.79	833.79	05/17/2023	
4/23 STMT	PD - D. DAVEAU TRAINING ALICE INST.	04/30/2023	749.00	749.00	05/17/2023	
4/23 STMT	PD - D. DAVEAU BLS INSTR MANUAL	04/30/2023	53.81	53.81	05/17/2023	
4/23 STMT	PD - HOTEL ROOMS FOR PEPPERBALL INST. CLASS	04/30/2023	212.66	212.66	05/17/2023	
4/23 STMT	LIBRARY - ZOOM SUBSCRIPTION	04/30/2023	160.21	160.21	05/17/2023	
4/23 STMT	PD - COMMUNITY POLICING EVENT	04/30/2023	24.21	24.21	05/17/2023	
4/23 STMT	MAINT SHOP - SMALL TOOLS	04/30/2023	13.88	13.88	05/17/2023	
Total 2208:			3,736.42	3,736.42		
<b>WATER SYSTEMS CO.</b>						
520423	LIBRARY - WATER COOLER RENTAL	03/31/2023	6.00	.00		
534182	LIBRARY - WATER COOLER RENTAL	04/30/2023	6.00	.00		
Total 8605:			12.00	.00		
<b>WHKS &amp; CO.</b>						
48213	WALNUT STREET PRELIMINARY ENGINEERING	04/28/2023	1,529.83	.00		
48215	MONTHLY STAFF MEETING	04/28/2023	489.00	.00		
48215	TH 16 CORRIDOR STUDY	04/28/2023	407.50	.00		
48215	VETSCH PARK	04/28/2023	2,810.25	.00		
48215	MILEAGE	04/28/2023	176.85	.00		
Total 8290:			5,413.43	.00		
<b>XIONG, BAO</b>						
5/25/23	LIBRARY - PROGRAM SPEAKER	05/25/2023	100.00	.00		
Total 10089:			100.00	.00		
<b>ZENKE INC</b>						
PAY REQ NO 6	2022 STREET RECONST PROJECT	05/08/2023	45,000.00	45,000.00	05/09/2023	
Total 2412:			45,000.00	45,000.00		
Grand Totals:			182,471.14	54,634.24		

#3.1



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: May 18, 2023  
RE: Wieser Park Improvement Project Quotes

Attached for review and consideration by the City Council are the quotes received for the Wieser Park improvement project. City Engineer Tim Hruska will be in attendance at the meeting via Zoom to review this with the City Council.

In awarding the project to Zenke Inc. in the amount of \$181,525.72, we are suggesting that a portion of the funds that the City realizes from the sale of the City owned Horse Track Meadows North subdivision be used to offset the costs of this improvement project.



## MEMORANDUM

TO: Bill Waller, City Administrator

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

DATE: May 18, 2023

RE: Wieser Park Improvements

Per City Council direction, the City solicited three quotes for the above referenced project. This project includes constructing concrete parking lot, site grading, and storm sewer improvements at Wieser Park. The parking lot will also include lighting and EV charging station accommodations. The project is in conjunction with the shelter that is under construction.

The City received two quotes for the project. We have attached the bid tabulation for your information. The low quote was received from Zenke, Inc. of La Crescent, MN for \$181,525.52.

### **Council Action Recommendation**

We recommend that the Council award the project to Zenke, Inc.

[illegible]



## La Crescent Neighbors Day

Origins: In 2005, La Crescent received a grant from the Southern Minnesota Initiative Foundation for a town meeting initiative. This effort brought together community members to identify community assets and goals. In the process, several projects were identified for support - La Crescent Neighbors Day was one of them. We envisioned this day as a way to bring together generations, care for those with needs, and increase a sense of belonging and ownership in neighborhoods and the community. Through the grant we received \$800 to start Neighbors Day. Neighbors Day is currently one of nine partner programs of the La Crescent Area Healthy Community Partnership (HCP). We partner with the City of LaCrescent, Applefest, and ISD #300 Community Education.

Partnership with the City of La Crescent: From the first year in 2006, the City of La Crescent has been a cosponsor of La Crescent Neighbors Day. This partnership has been critical for the work we do. The City provides things like safety signage for a property on a curve, and the radios which we use to communicate with our pick-up crews. On this day, a city employee has always been dedicated to help pick up yard waste and transport it to the compost site. When the compost site has been flooded, the City provided an alternative location for yard waste to be dumped. And in years when we are raking well past Neighbors Day because of rain or snow, the City has continued to help us get the yard waste picked up. Thank you!

Services Provided: Neighbors Day services have focused on spring yard clean-up, and washing outdoor ground floor windows. We have served 288 unique households over the years; while in any given year we have served anywhere from 48 to 104 households. Most households we have served for multiple years. Volunteers have included families, friend groups, civic organizations, school groups and churches.

Weather Stats: We love our weather stats! We have had 4 years with snow and/or ice, and two years with rain - one of which also included a hail storm!

#3.3



## WIESER LAW OFFICE, P.C.

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

KELLY M. IVERSON  
AL "SKIP" WIESER, III

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

AL WIESER, JR.  
*Emeritus*

**TO:** Honorable Mayor and City Council Members  
**CC:** Bill Weller, City Administrator  
**FROM:** Skip Wieser, City Attorney  
**DATE:** May 17, 2023  
**RE:** Short-Term Rentals

Attached for Council consideration find an updated ordinance regarding Short-Term Rental Regulations. At the last City Council meeting the direction received was to increase the minimum rental periods for longer than seven (7) days. A period of ten (10) to fifteen (15) days was discussed generally; however, after review, we are suggesting City Council create a minimum rental period of thirty (30) days. This would be applicable in all residential districts. Since the last meeting, the following definitions have been changed:

1. Short-Term Rental – The rental or lease of a dwelling unit in whole or in part for a period of at least thirty (30) days, but no more than ninety (90) days. The rental or lease of a dwelling unit for less than thirty (30) days is prohibited in all residential districts.
2. Rental Limit – No dwelling unit shall be rented for a period of less than thirty (30) days.

At the City Council meeting we will discuss the adoption of the ordinance along with notification of those property owners that are currently renting property on a short-term basis. We are going to suggest that the City Council have a grace period by which those that are renting can make application for a permit. We would also be suggesting that the City Council review this ordinance at a meeting at the end of 2023 or earlier 2024 to see if there are areas that can be improved.

Attached find information received after the last City Council meeting.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING SHORT TERM  
RENTALS IN THE CITY OF LA CRESCENT, MINNESOTA

I. PURPOSE

The purpose of this Section is to ensure that the short-term rental of dwelling units in the City is conducted, operated, and maintained so as not to become a nuisance to the surrounding neighborhoods or an influence that fosters blight and deterioration or creates a disincentive to reinvest in the community.

II. SCOPE

This section applies to the short-term rental of all dwelling units located within all residential zoning districts of the City of La Crescent.

III. DEFINITIONS

The following words and terms when used in this Section shall have the following meanings unless the context clearly indicates otherwise:

Bedroom: A habitable room within a single-family dwelling which is used, or intended to be used, primarily for the purpose of sleeping, but shall not include any kitchen, dining room, or living room.

Building Official: An employee of the City designated as the Building Official. The term Building Official also includes all City employees authorized to issue citations.

Dwelling unit: One or more rooms physically arranged so as to create an independent housekeeping establishment for occupancy by one family with separate toilets and facilities for cooking and sleeping.

Occupant: Any person who occupies a dwelling unit or part of the same.

Owner: A person having legal or equitable interest in the dwelling unit or its premises.

Off-street parking space: An area on the permitted premises or within a building that is a legally conforming parking space intended for the use of parking of a motor vehicle which has a means of access to a public street.

Permitted Premises: The platted lot or part of such lot or unplatted parcel of land on which a dwelling unit permitted as a short-term rental is located.

Public waters: Any waters as defined in Minnesota Statutes § 103G.005, Subd. 15.

Short-term rental: The rental or lease of a dwelling unit in whole or in part for a period of at least thirty (30) days, but no more than ninety (90) days. The rental or lease of a dwelling unit for less than thirty (30) days is prohibited in all residential districts.

Short-term rental permit: The permit issued by the City for the rental or lease of a dwelling unit

for short-term rental.

Tenant: Any person who is occupying a dwelling unit under any agreement, lease, or contract, whether oral or written, which requires the payment of money as rent for the use of the dwelling unit.

Watercraft: Any vessel, boat, canoe, raft, barge, sailboard, or any similar device used or useable for carrying and transporting persons on the public waters.

#### IV. PERMIT REQUIRED

No person shall undertake the short-term rental of any dwelling unit, or advertise such dwelling unit for rental, to a tenant or tenants unless properly permitted as hereinafter provided.

Application: A person desiring to undertake or allow the short-term rental of a dwelling unit in the City shall apply to the Building Official for a short-term rental permit. The application shall be submitted by the owner. The permit application shall be on a form prescribed by the City and include all required information.

Permit Fee: Each application shall be accompanied by payment in full of the required permit fee. The annual permit fee shall be determined by the City Council and set forth in the City fee schedule. The fee shall not be prorated.

##### Issuance of Short-Term Rental Permit:

1. If the Building Official determines that an applicant has met the requirements for issuance of a short-term rental permit, the Building Official shall issue the applicant a short-term rental permit.
2. If the Building Official determines that an applicant has not met the requirements for issuance of a short-term rental permit, the Building Official shall endorse on such application his/her disapproval and his/her reasons for the same and provide the application and recommendation for denial to the City Administrator. The City Administrator may either: (i) deny the application and return the endorsed application to the applicant to notify the applicant that his/her application is denied and that no permit will be issued; or (ii) direct the Building Official to issue the applicant a short-term rental permit.

Expiration of Permit: Except as otherwise provided in this Section, all short-term rental permits shall expire annually on December 31 of each year unless suspended or revoked earlier.

Renewal of Permit: Applications for renewal of an existing short-term rental permit shall be made at least thirty (30) days prior to the expiration of the current short-term rental permit. All such applications shall be submitted to the Building Official on forms provided by the City and shall be accompanied by the required fee.

Permit Not Transferable: No short-term rental permit shall be transferable to another person or to another dwelling unit. Every person holding a short-term rental permit shall give notice in writing to the Building Official within five (5) business days after having legally transferred or otherwise disposed of the legal control of any dwelling unit for which a short-term rental permit has been issued. Such notice shall include the name and address of the person succeeding to the

ownership or control of such dwelling unit.

**Resident Agent Required:** No short-term rental permit shall be issued without the designation of a local agent. The agent must live within 30 miles of the dwelling unit. The Agent may, but is not required to be, the owner. One person may be the agent for multiple dwelling units. At all times, the agent shall have on file with the Building Official a primary and a secondary phone number as well as a current address. The agent or a representative of the agent shall be available 24 hours a day during all times that the dwelling unit is being rented at the primary or secondary phone number to respond immediately to complaints and contacts relating to the dwelling unit. The Building Official shall be notified in writing within two (2) business days of any change of agent. The agent shall be responsible for the activities of the tenants and maintenance and upkeep of the dwelling unit and shall be authorized and empowered to receive service of notice of violation of the provisions of City ordinances and state law, to receive orders, and to institute remedial action to affect such orders, and to accept all service of process pursuant to law.

**Denial of Short-Term Rental Permit:** Any applicant aggrieved by the denial of a short-term rental permit, or the non-renewal of an existing permit may appeal to the City Council. Such appeal shall be taken by filing with the City Administrator within ten (10) days after the date of issuance of the written denial, a written statement requesting a hearing before the City Council and setting forth fully the grounds for the appeal. A hearing shall be held within sixty (60) days of receipt of the request. Notice of the hearing shall be given by the City Administrator in writing, setting forth the time and place of hearing. Such notice shall be mailed, postage prepaid, to the applicant at his/her last known address at least five (5) days prior to the date set for hearing.

#### V. RESPONSIBILITY OF OWNERS:

No owner shall undertake or allow the short-term rental of a dwelling unit in a Residential Use District that does not comply with all applicable City ordinances, the laws of the State of Minnesota, and this Section. It shall be the owner's responsibility to ensure that all tenants, occupants, and guests comply with the following:

**Maximum Overnight Occupancy:** The number of overnight occupants allowed for a short-term rental shall be limited as set out below. Children under three (3) years of age are not to be counted toward the limit.

For lots of 1/2 acre or more if the livable square footage of the primary building is:

- Under 1,500 square feet: 6 occupants
- 1,500 square feet to 1,999 square feet: 8 occupants
- 2,000 square feet or more: 12 occupants

For lots of less than 1/2 acre:

- Under 1,500 square feet: 4 occupants
- 1,500 square feet to 1,999 square feet: 6 occupants
- 2,000 square feet or more: 8 occupants

**Off-Street Parking:** The permitted premises shall contain off-street parking spaces equal in number to the number of bedrooms contained in the dwelling unit.



Mooring and Storage of Watercraft:

1. No more than two (2) restricted watercraft may be moored at the permitted premises at any one time. Any restricted watercraft moored at the permitted premises must be registered and owned by either the property owner or the current tenant.
2. No watercraft shall be permanently or temporarily placed or stored within the side yard setback of the permitted premises.

Maintenance Standards: Every dwelling unit used for short-term rental shall conform to all building and zoning requirements of the City Code, permits issued by the City, and the laws of the State of Minnesota.

Rental Limit: No dwelling unit shall be rented for a period of less than thirty (30) days.

Occupants: The agent shall maintain a fully executed lease for all tenants and a list of all current occupants of each dwelling unit. The agent shall make the lease and list available to City staff and/or law enforcement upon request. In addition, a copy of the fully executed lease shall be kept available at the dwelling unit at all times during the lease term.

VI. DISORDERLY CONDUCT:

Disorderly Conduct Prohibited: Disorderly conduct is prohibited on all permitted premises. It shall be the responsibility of the owner to ensure that all tenants occupying the permitted premises and their guests conduct themselves in such a manner as not to cause the permitted premises to be disorderly. For purposes of this Section, disorderly conduct includes but is not limited to, a violation of any of the following statutes or ordinances:

1. Minn. Stat. §§ 609.75 – 609.76, which prohibit gambling;
2. Minn. Stat. §§ 609.321 – 609.324, which prohibit prostitution and acts relating thereto;
3. Minn. Stat. §§ 152.01 – 152.027, which prohibit the unlawful sale or possession of controlled substances;
4. Minn. Stat. § 340A.401, which prohibits the unlawful sale of alcoholic beverages;
5. Minn. Stat. § 340A.503, which prohibits the underage consumption of alcoholic beverages;
6. Minn. Stat. § 609.595, which prohibits damage to property;
7. Minn. Stat. §§ 97B.021, 97B.045, 609.66-609.67, and 624.712-624.716, and City Code Section 804, which prohibit the unlawful possession, transportation, sale, or use of a weapon;
8. Minn. Stat. § 609.72, which prohibits disorderly conduct, when the violation disturbs the peace and quiet of the other occupants of the permitted premises or other surrounding premises;
9. Minn. Stat. § 152.027, subd. 4, which prohibits the unlawful sale or possession of small amounts of marijuana;

10. Minn. Stat. § 152.092, which prohibits the unlawful possession or use of drug paraphernalia;
11. Minnesota State Fire Code 302 and 307-307.5, which limit recreational fires to no larger than 3' X 3' feet, natural wood only, attended until extinguished, conditions permitting; and
12. Minn. Stat. §§ 624.20-624.21 which prohibits exploding fireworks.

Determination of Disorderly Conduct:

1. A determination that the permitted premises has been used in a disorderly manner as described in Article VI shall be made by the Building Official upon evidence to support such a determination. It shall not be necessary that criminal charges are brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of such a criminal charge operate as a bar to adverse permit action under this Section.
2. Upon determination by the Building Official that a permitted premises was used in a disorderly manner, as described in Article VI, the Building Official shall notify the owner and agent by certified mail of the violation and direct the owner and/or agent to take appropriate action to prevent further violations.
3. If a second instance of disorderly use of the permitted premises occurs within one year of an incident for which notice in Article VI was given, the Building Official shall notify the owner and agent by certified mail of the violation and shall also require the owner and agent to submit within 15 days a written report of the actions taken, and proposed to be taken, by the owner and/or agent to prevent further disorderly use of the permitted premises.
4. If a third incident of disorderly use of the permitted premises occurs within one year after the second of any two previous instances of disorderly use for which notices were sent to the owner and agent pursuant to this subsection, the short-term rental permit may be revoked, suspended, or not renewed. An action to revoke, suspend, or not renew a permit under this Article VI shall be initiated by the Building Official in the manner described below.

VII. PERMIT SUSPENSION OR REVOCATION:

Procedure:

1. Every short-term rental permit issued under this Section is subject to suspension or revocation by the City Administrator for any violation of this Section or any other ordinance of the City or the law of the state.
2. The Building Official may recommend suspension or revocation of a short-term rental permit to the City Administrator. The City Administrator shall review the recommendation and the reasons supporting the recommendation and may suspend or revoke the permit. The City Administrator shall provide written notice to the owner and agent of the suspension or revocation. The notice shall inform the owner and agent of the right to appeal the decision of the City Administrator to the City Council.

3. Any applicant aggrieved by the suspension or revocation of a short-term rental permit may appeal to the City Council. Such appeal shall be taken by filing with the City Administrator within ten (10) days after date of issuance of the written suspension or revocation notice, a written statement requesting a hearing before the City Council and setting forth fully the grounds for the appeal. A hearing shall be held within forty-five (45) days of receipt of the request. Notice of the hearing shall be given by the City Administrator in writing, setting forth the time and place of hearing. Such notice shall be mailed, postage prepaid, to the applicant at his/her last known address at least five (5) days prior to the date set for hearing.

Effect of Suspension or Revocation: If a short-term rental permit is suspended or revoked, it shall be unlawful for anyone to thereafter allow any new short-term rental occupancies of the dwelling until such time as a valid short-term rental permit is restored by the City.

Effect of Revocation: No person who has had a permit revoked under this Section shall be issued a short term rental permit for one year from the date of revocation.

#### VIII. APPEAL

The decision of the City Council to deny, suspend, or revoke a short-term rental permit following a hearing as provided can be appealed by petitioning the Minnesota Court of Appeals by a writ of certiorari.

#### IX. POSTING

The following language shall be posted at or near the entrance of every short term rental dwelling unit. The posting shall be printed in a minimum 18 point font.

All short term rental of dwelling units shall comply with this ordinance. These posted regulations are a summary of a portion of the short term rental regulations. For additional information please refer to Ordinance No. \_\_\_\_\_ or contact City Hall.

- No person shall undertake the short-term rental of any dwelling unit without a City permit.
- A copy of the lease shall be available at the dwelling unit at all times during the lease term.
- Every permitted premises shall have an agent within 30 miles available during all times the unit is rented, 24 hours a day at the following phone numbers: \_\_\_\_\_ and/or \_\_\_\_\_ to respond immediately to complaints and contacts relating to the dwelling unit.
- The Maximum Overnight Occupancy for this dwelling unit is: \_\_\_\_\_ occupants. Not counting children under three (3) years of age.
- No watercraft shall be permanently or temporarily placed or stored within the side yard setback of the permitted premises.
- Disorderly conduct is prohibited. All disorderly conduct will be reported to the property's agent and the La Crescent Police Department.

- Increased noise regulations are in place between the hours of 10 p.m. and 7 a.m.
- Littering is prohibited.
- Recreational fires are limited. Please check with the City to determine what prohibitions exist for current conditions.
- Any violation of this Section shall constitute a misdemeanor.

#### X. Compliance

If the City has reason to believe that any provisions in this Section are not being complied with, the City has the authority to require the submittal of an executed lease or other information needed to establish compliance.

#### XI. PENALTY

Any person who undertakes or allows any violation of this Section shall be guilty of a misdemeanor and shall, upon conviction thereof, be punished by a fine or by imprisonment, or both, in accordance with the provisions of Minnesota State Statutes.

# CITY OF LA CRESCENT, MINNESOTA

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## Agenda Request Form

**DATE SUBMITTED:** May 8, 2023

**SUBMITTED BY:** Tom Ezdon

**ISSUE:** SHORT-TERM RENTAL/LODGING ORDINANCE

**ATTACHMENTS:**

**JUSTIFICATION:** General nuisance in higher density housing

**ACTION REQUESTED:** I would like to address the City Council regarding the proposed Short-Term Rental/Lodging Ordinance.  
Consider prohibiting short-term rentals of less than 30 days in residential neighborhoods.

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

**RECOMMENDATION:**

- For an item to be placed on the agenda, all Agenda Request Forms must be submitted to the City Administrator no later than Noon on the Wednesday preceding the City Council Meeting. The City shall have the discretion to determine if the request will be heard at a City Council Meeting.
- Individuals wishing to address the City Council at a meeting need to complete the Agenda Request Form and return the form to the City Administrator by 5:15 p.m. the day of the meeting.

We are here this evening to comment on the city's proposed Short-Term Rental Ordinance. While we agree with the ordinance in principle, we have concerns regarding the length of the minimum rental period.

The 7-day minimum hopefully takes care of the current issues of 1- or 2-day party rentals, but our request goes further and asks for a 30-day minimum rental. At 7-days, it is still a vacation rental in a residential neighborhood. People go on vacation to have a good time. 7-day vacation rentals negatively affect the quality of life for permanent residents by adversely changing the character of the neighborhood.

Many of us invested in the twin-home neighborhood because we were down-sizing, wanted less of a yard but still believed in the pride of housing ownership. Our twin-home neighborhood is surrounded by up-scale single family homes with young families. This is not an appropriate environment for vacation rentals.

The negative impact of Airbnb's on smaller communities is greater because:

- Smaller communities have less housing stock to begin with;
- And, they have less resources for adequate enforcement.

I've submitted photos earlier this afternoon and I have four current articles on the impact of Airbnbs on communities for your review.

Thank you for the opportunity to speak regarding our concerns.











# As Housing Crunch Intensifies Across the Country, Data Gives a Peek at Airbnb Impact

**The housing crisis continues to spiral and inflation reached a 40-year high this summer. Some say short-term rentals aren't helping.**

By [Andrew Williams](#) Published August 30, 2022 • Updated on August 30, 2022 at 12:50 pm

With U.S. cities facing clear housing shortages, homes being used as short-term rentals on Airbnb and other platforms are drawing renewed scrutiny from residents and activists pushing cities to consider new regulations.

Data and maps of available listings gives a view of just how much those [Airbnbs](#) and other short-term rentals could be impacting neighborhood housing, even if it is widely acknowledged that it is not the only factor in the crunch.

Big cities like New York, San Francisco and Los Angeles have long had laws on the books regarding short-term rentals, yet, data shows, those big cities are still grappling with the long-term impact of STRs.

Others, like Dallas, have seen a notable increase in short-term rentals in recent years and recently set a timeline for new regulations surrounding them.

Since 2019, the number of active short-term rentals in the city has increased 56.6%, according to AirDNA, a company that collects and sells short-term rental data that includes listings from Airbnb and Vrbo.

Analyzing the Short-Term Rental Market by City

While large cities like New York and LA saw a fall in STRs during the pandemic, cities like Dallas, Miami and Philadelphia saw an increase.

Source: Inside Airbnb; AirDNA  
Credit: Andrew Williams / NBC

## How Many Short-Term Rentals Are There?

Housing activist Murray Cox started the tracking project [Inside Airbnb](#) back in 2015, when he says he noticed gentrification and short-term rentals taking away housing in his Brooklyn neighborhood.

<https://www.nbcboston.com/news/national-international/as-housing-crunch-intensifies-across-the-country-data-gives-a-peek-at-airbnb-impact/2821373/>

His Airbnb data collection project grew quickly as he started getting requests to cover other cities like San Francisco, Portland and London.

While Airbnb does not publicly disclose its data at a granular level, Cox is one of several researchers who track the company's listings by independently gathering information from the site. Inside Airbnb provides their research to community groups and activists free of charge. It also does research for government agencies and other groups [for a fee](#).

"Now I have data from 100 different cities and countries and I'm working on expanding it to thousands more," he said. "The mission is to add data to help communities understand the impact of short-term rentals and Airbnb."

He has also become a vocal critic of the company's impact on communities.

As cities like [Dallas and Austin became alluring places to live during the COVID-19 pandemic](#), a rise in short-term rentals followed.

"Right now there's a big fight with the residents," said Cox about the state of STRs in Dallas.

Cox says his [data shows that there are zip codes in Dallas where 90% of the available rental housing stock are Airbnbs](#) and now people are pushing back. But, Airbnb says that the stat compares 2022 STR data against outdated 2016-2020 Census data and that the zip code being referred to is mostly made up of commercially zoned properties.

It should be noted that not all Airbnb listings are available year-round. Some hosts might only list their units for rent on the platform a few days per year. Airbnb says that most hosts are still just sharing one home and are not operating multiple STR properties.

"The truth is most hosts on Airbnb share just one home and the typical host in Dallas earned \$7,800 in the past year to help cover the rising cost of living," said an Airbnb spokesperson. "Airbnb has engaged with City of Dallas leaders over the past two years to support efforts to craft fair short-term rental rules, including an improved registration system to help the city with compliance and a tax collection agreement that allows platforms to collect and remit taxes on behalf of hosts."

But Cox says that data shows smaller cities are not immune to the rise in STRs that was seen in big cities across the country.

**"Sometimes small cities and towns can be more vulnerable because they have less resources and less housing," he said.**

A researcher with AirDNA, the other tracking company, said that there are fewer short-term rentals now than pre-pandemic nationwide, but many smaller major cities like Philadelphia, Miami and San Diego have seen increases in short-term rentals since before the pandemic.

<https://www.nbcboston.com/news/national-international/as-housing-crunch-intensifies-across-the-country-data-gives-a-peek-at-airbnb-impact/2821373/>



# Why Are Short-term Rentals (Like Airbnb) Bad for Communities?

Airbnb allows property owners to rent their homes or apartments to people who are looking for a place to stay. Hosts often use short-term rentals as supplemental income, but for many people, this is their primary job. Because Airbnbs can be lucrative, more and more people are buying properties that they plan to use solely as short-term rentals. This is having a detrimental effect on communities across the country because it reduces the number of permanent residents in neighborhoods. Many cities have restrictions that limit short-term rental properties, but a lack of enforcement means that this problem isn't going away.

## Reduced Local Tax Revenue

Homes and apartments that are listed on Airbnb are subject to property taxes; however, hosts often avoid paying taxes on their rental income. This means that local communities miss out on tax revenue that they would have received if those guests had stayed at hotels instead. This reduces a city's ability to invest in schools, critical infrastructure, first responders, and other services.

## Disruptive Visitors

Most Airbnb listings are located in residential areas. Because tourists go on vacation to have a good time and party, they may affect the quality of life for permanent residents. Complaints regarding litter, illegal parking, and noise disturbances are often higher in communities with Airbnb-style rentals.

## Artificially Inflated Property Values

In neighborhoods that are close to tourist destinations, residents who do not own their homes often face inflated rental prices that force them to move because landlords are choosing to convert their long-term rentals into Airbnbs. This can also make it more difficult for people to buy a home in these areas. There have been protests in San Francisco, New York, and major cities across the world as residents try to keep their neighborhoods from being overrun with tourists.

## Unfair Competition for the Hotel Industry

Many Airbnb operators don't have any employees. They simply clean up the property themselves after a guest checks out. Along with paying fewer taxes, this means that they avoid many of the overhead costs that hotels face. As they make less money, hotels will have to lay off employees to cut costs, which makes it much harder for people who work in the service industry to find jobs.

As of 2019, there were over 700,000 Airbnb listings in the United States. Though the potential profits make buying a short-term rental property tempting, there are many factors to consider, especially the negative effects on local communities. As a real estate firm that's owned by Nashville natives with decades of experience, you can trust HND Realty LLC when you're buying or selling residential and commercial properties in the area. We're dedicated to keeping the neighborhoods that make Nashville unique intact. If you're interested in working with our agents, contact us online today.



## Six Ways That Short-Term Vacation Rentals Are Impacting Communities

Short-term vacation rentals have created a good deal of controversy since the start of their existence about ten years ago and have been growing at an incredible speed ever since. Short-term vacation rentals are flying under the radar less and less, but there are a variety of factors to consider when developing an ordinance or updating existing regulations. Here's six of the key ways short-term vacation rentals are impacting communities.

### 1. Positive Economic Impact

Short-term vacation rentals can bring a positive economic impact to a city or county in several ways. For example, they can provide a city with an additional income through tax revenues. At the same time short-term vacation rental guests can benefit the community as a whole in terms of economic benefit because guests will spend their money in other visitor related amenities such as restaurants, bars and museums. [Research in San Diego](#) showed that \$86.4 million was spent on such activities by visitors staying in short-term vacation rentals. The total economic impact in San Diego has been estimated at \$285 million. Additionally it can help local residents make ends meet or enable young families to go on a holiday while retirees stay in their home.

### 2. Less Long-Term Rentals Available

The scale on which short-term vacation rentals are operating is ever growing and not only designated to large urban areas anymore. Currently there are over 100 unique short-term vacation rentals in more than 1500 cities and counties in the United States.

Since short-term vacation rentals are mainly located in residential areas, by renting a short-term vacation accommodation, tourists are using up space that otherwise might be used for living. In some places this is resulting in a decrease of long-term housing availability. This effect is especially strong in large cities that are already facing problems with affordable housing like New York and San Francisco. Stories about tenants being evicted from their apartment, only later finding out they were making way for permanent short-term vacation rentals, are starting to pop up in places all over the United States. In [Los Angeles](#) several tenants have been suing their landlords and Airbnb for evicting them out of apartments and in [Burnaby](#), Canada, three students were forced to leave in order for the landlord to run a full-time Airbnb rental business.

The scarcity this creates could eventually contribute to increasing housing and rental prices. For Los Angeles, [a report on the relation between short-term rentals and LA's affordable housing crisis](#) has shown that the density of Airbnb listings overlaps with higher rental prices and lower rental vacancy. In [New York](#) short-term vacation rentals reduced the available housing stock with at least 10%. Besides these major cities, many smaller coastal cities and mid-size cities like [Long Beach City](#) and [Madison](#) are starting to express concerns about this issue as well.

### 3. Neighborhood Changes

Living next door to a short-term vacation rental can range from mildly concerning to completely life altering. Visitors usually rent the accommodation only for a couple of days, thus neighbors see new people coming and going every few days, especially when the density of short-term vacation rentals in the area is high. Related complaints about trash, parking issues and noise disturbance continue to worry local governments. [A recent article about Los Angeles](#) exemplifies this with stories about short-term vacation rentals being turned into party houses with nightmarish results for neighbors.

At the same time local residents worry the penetration of short-term vacation rentals in their neighborhood will change the character and transform the quality of life of the area. This has already led to heavy protests in the past in big cities like [New York](#) and [San Francisco](#). Smaller cities such as [Santa Monica](#) are also dealing with such complaints. This leaves local governments with the incredibly difficult task of finding ways to regulate short-term vacation rentals in such a way that they protect neighborhoods while balancing a home-owners property rights.



#### 4. Increased Tourism Activity

For some cities, Airbnb and other short-term vacation rental platforms are a way to boost the local tourism sector. Because of the price advantage of those rentals, less popular tourist destinations become more attractive with the arrival of short-term vacation rentals. [The City of Brevard](#) recently announced that it is going to approve short-term vacation rentals in the hope to attract tourists as they currently lack a good amount of hotels. And even cities that already have an established tourist industry are benefiting from short-term vacation rentals. [A study on the effects of the sharing economy in Idaho](#) found a direct correlation between short-term rentals and job creation in the tourism sector. In San Diego short-term vacation rentals are helping to support 1,842 jobs.

#### 5. Unfair Playing Field for Traditional Lodging Partners

On the other side of the argument, short-term vacation rentals are considered disruptive for the traditional lodging industry. The hotel industry claims that the business models of short-term vacation rental platforms offer unfair economic advantages in two distinct ways. First of all, short term vacation rentals have do not have to pay for staff and aren't regulated like hotels which increases costs substantially. This allows short-term rentals to offer lower rates compared to traditional tourist accommodations. A second factor is that short-term vacation rentals are usually not charged with tourist taxes which is further deepening the unequal competition. A report from the [American Hotel & Lodging Association](#) shows that in cities like Portland, Airbnb-style rentals have increased vastly both in revenue and the amount of hosts with multiple units. Because short-term vacation rentals are not treated as similar businesses this could form a threat to the hotel industry. [A study from scholars at Boston University and the University of Southern California](#) showed that mainly lower-end hotels in Texas are already suffering from the increase in short-term vacation rental listings.

#### 6. Missed Tax Revenues

Since short-term vacation rentals are not taxed in many cities, local governments are missing out on millions of dollars. When allowing but regulating short-term vacation rentals, local governments can increase their revenue through taxes, permits and business licenses. For example, Mill Valley, a small California community and a Host Compliance customer requires hosts to purchase a business license and pay a registration fee. [As a result the city has collected nearly \\$96,000 in taxes since the program began, in addition to registration fees.](#) On the other side, it's estimated that [Boston](#) is currently missing out \$4.5 million in tax revenues.

#### Conclusion

It's important to know how short-term vacation rentals are impacting your community. Even though this new accommodation brings substantial economic benefits to communities, when unregulated, Airbnb-style rentals can put pressure on communities and the accommodation industry. With the immense growth of short-term vacation rentals in every community, ignoring the impact, whether positive or negative, is not an option anymore. Local governments need to work towards effective and enforceable regulations to protect communities, neighborhood character and housing availability.s.

If you are looking for ways to effectively identify and regulate short-term vacation rentals in your community, Granicus offers a comprehensive suite of solutions used by local governments across North America to solve their short-term vacation rental problems.

## Research: Restricting Airbnb Rentals Reduces Development

November 17, 2021

**Summary.** Much has been written about the harm caused by short-term rental (STR) platforms such as Airbnb. By driving up demand for housing, these platforms can result in higher rents and house prices, thus potentially driving out long-time residents.

It's well-known that one of the downsides of short-term rentals (STRs) is that they can reduce the availability of housing for long-term residents, thus driving up both rents and house prices for locals. In a [previous study](#), we found that home-sharing through Airbnb alone is responsible for about 20% of the average annual increase in U.S. rents, leading many policymakers to take an understandably aggressive approach to regulating STRs. For example, New York City has made it [outright illegal](#) to rent an apartment for fewer than 30 days in most buildings.

However, while this short-term impact is well established, the longer-term impact of the last decade's boom in STRs is less clear. Could the immediate harm of services like Airbnb to the local economy be offset or even outweighed by the long-term increase in demand they create?

To explore this question, we conducted a [large-scale study](#) analyzing a decade's worth of Airbnb listings and residential permit applications in the U.S. Residential permits are necessary for both new construction projects and substantial changes to existing structures, which makes them an effective way to measure the local economic growth that results from owners investing significantly in developing their properties. Based on this dataset, we identified a clear connection between STRs and residential permits: On average, a 1% increase in Airbnb listings led to a 0.769% increase in permit applications, suggesting that Airbnb can play a major role in supporting local real estate markets and thus boosting local tax bases. Given these findings, it follows that restricting STRs can have a significant, negative impact on local economic activity.

Of course, this is not to say that the negative economic impacts identified in our prior work are irrelevant. In the next part of our study, we took a more granular approach in an attempt to measure the direct impact of various STR regulations and identify strategies that can help communities reap the long-term benefits of the economic activity generated by these rentals while minimizing the short-term harm to residents.

To dig deeper into the underlying market forces at play, we divided our analysis into two parts: a nationwide examination of Airbnb's impact across 15 major U.S. metropolitan areas from 2008 to 2019, and an in-depth exploration of the effects of different local restrictions within Los Angeles County. The national study ensured our findings were applicable across diverse geographic and demographic settings, while the detailed look at LA offered specific insights into the on-the-ground impact of different policies. In addition, it's worth noting that STR regulations were rolled out in the different cities at various points between 2012 and 2019, enabling us to avoid muddying our findings with factors specific to any particular city or time period.

In the first part of our analysis, we looked at 2.9 million residential permit applications, 750,000 Airbnb listings, and 4 million residential sales transactions across the country. The main limitation to expanding this beyond the 15 cities we looked at was access to residential permit application data, since in general, only larger metropolitan areas in the U.S. share their permit data publicly. Public tax data and sales records, however, were easily obtained from data aggregators, as was Airbnb listing data, which we cross-checked with several overlapping sources.

We then used a popular research design known as "[difference-in-differences](#)" to measure the causal impact of STR regulations on economic activity. We compared both Airbnb listings and residential permit applications in the three years before and after an STR restriction was passed in a given neighborhood, and then averaged these effects over all the neighborhoods in our study. Our analysis identified a clear downward trend in both

<https://hbr.org/2021/11/research-restricting-airbnb-rentals-reduces-development>



listings and permits after a regulation was enacted: Airbnb listings fell by an average of 21%, and residential permits fell by an average of 10%.

The second part of our analysis zoomed in to focus on these effects within a single metropolitan area. We chose to look at Los Angeles County because it has a uniquely large, interconnected housing and labor market, with many independent jurisdictions and regulations coexisting side by side. Specifically, only 18 of LA's 88 municipalities have STR regulations, enabling us to perform direct comparisons between areas with STR regulations and their unregulated next-door neighbors. We focused our analysis on residential permits within a kilometer of a border between regulated and unregulated municipalities, in order to maximize the chances that the trends we identified were purely due to the difference in STR restrictions, rather than other, external factors that may have incentivized residential construction on one side or the other. Furthermore, in addition to general residential permit applications, we tracked permit activity for a category known as accessory dwelling units (ADUs) — that is, additions to existing homes, which are often especially well-suited for renting.

The results of this analysis were conclusive: On the sides of these borders without STR regulations, there were 9% more non-ADU permit applications and 17% more ADU permit applications than on the sides with restrictions. Clearly, demand for STRs has been driving the creation of extra housing capacity in LA, and it's been especially driving growth for housing that is suitable for home-sharing (i.e., ADUs).

In the final part of our study, we explored the relationship between permit applications and residential property values, which are associated with cities' property tax revenues. We looked at residential properties in our nationwide dataset that were sold during our sample period, and we found that those with a permit application between sales (i.e., those whose owners invested in improving their homes before selling them, potentially in order to meet STR demand) sold for an average 38% more than those without a permit application. Since STR regulations decrease the number of permit applications which in turn stymies growth in property values, we conservatively estimate that for the 15 cities we studied, STR restrictions reduced property values by a total of \$2.8 billion and tax revenues by \$40 million per year.

Of course, this is not to suggest that unregulated growth is the answer. While higher property values can increase cities' tax revenues which can then be reinvested into local communities, they can also lead to issues related to housing affordability, including pricing out existing residents or preventing new residents from entering these neighborhoods. But our research illustrates that with the right policy approach, STRs can be leveraged as a tool to encourage local real estate development and economic growth.

As such, rather than enforcing blanket restrictions that hinder growth, we recommend creating targeted policies that meet local needs. For example, a study of [real estate activity in Chicago](#) showed that encouraging STR development for properties in distressed neighborhoods and then turning those properties into Airbnb rentals fostered parallel development in nearby retail properties, creating jobs and adding value to the entire community. As development spurs growth, policies could be implemented that would set aside a portion of the resulting increased tax revenue to fund affordable housing for local residents. Similarly, to address gentrification concerns, the total amount of space available for STR use could be capped at a percentage of available housing capacity, thus encouraging the development of long-term housing alongside STRs.

Ultimately, our research highlights the importance of taking a nuanced approach to STR regulation. As with many fraught policy decisions, the main challenge that regulators face is to balance residents' shorter-term needs with the longer-term economic wellbeing of the community. There are no easy answers — but any effective solution will have to acknowledge the very real economic downsides of restricting what people can do on their property.



**Sent:** Wednesday, May 10, 2023 9:35 PM

**Subject:** SHORT-TERM RENTAL ORDINANCE

5/10/23

Dear La Crescent Mayor, City Council Members, City Administrator and Building and Zoning Official,

Thank you for your work on the proposed ordinance regulating short-term rentals.

We were in attendance at the last city council meeting. The discussion by the city council that evening did not address our main concern about short-term rentals in our residential neighborhood (Horsetrack Meadows). That concern is about short-term rental for any amount of time less than 30 days on one side of a **twin-home**. The two short-term rentals (Airbnbs) are located at 829 and 849 Bridle Lane. Both of these are twin-homes.

We have had several negative experiences with 829 Bridle Lane because we live next door to the twin-home. These were described at the meeting.

As you know, twin-homes share a wall and a yard. The elderly woman who shares the wall and the yard with the short-term rental at 829 Bridle Lane has experienced noise and strangers on her side of the backyard. When the U-haul truck was parked in the driveway for 5 days by a renter, she was unable to back out of her driveway because it obscured her view. This woman's husband passed away shortly after they moved in. She will be selling the property soon to be closer to friends and family. She asked after the meeting "How will I be able to sell my house with an Airbnb connected to it?" None of us wants to experience what she has the last couple months.

Our daughter and our 9 year old grandson live across the street from the short-term rental. There are 27 reviews online for this Airbnb. The fact that all of these strangers have been in and out of there makes us very uncomfortable and concerned for their safety. This is not what we expected when we purchased property in a residential neighborhood.

The purpose of the ordinance is "to ensure that short-term rental of dwelling units in the city is conducted, operated, and maintained so as to not become a nuisance to the surrounding areas or an influence that fosters blight and deterioration or creates a disincentive to reinvest in the community". These rentals have already been a nuisance and could be a deterrent for people to invest in the neighborhood.

It's been only 3 months since the Airbnb at 829 Bridle Lane has been rented. There have been at least 3 large gatherings by renters. We are afraid of what the next months will be like. The Airbnb website shows that most of the days in the next 3 months are booked.

We are proposing that **twin-homes** be exempt from being rented for short-term of less than 30 days. Our fear is that short-term rentals of one side of a twin-home in this neighborhood will become more prevalent as time goes on. This would be to the detriment of the entire neighborhood of homes that people spent a large amount of money for. Our home has been assessed for 2024 for well over what we paid for it. Our property taxes will be more than we anticipated when we purchased it. We all deserve a neighborhood that is nuisance free and that we feel safe in.

Our twin-home neighbors are mostly retired couples, recently widowed or recently divorced. It has already become a special community for all of us who have gone through major life changes. We would like to keep it the special place it has become.

One last thought... The owners renting out the Airbnbs are essentially running a business for profit. We know there are laws in place about running a business out of a home. Could this be an issue?

Thank you for your consideration.

Sincerely,  
Sherry & Jerry Benish

Sent: Monday, May 15, 2023 1:22 PM

Subject: Opposed to airBnB on Bridle Lane

To the Members of the City Council:

My name is Lisa Turnbull. I purchased my twin home (824 Bridle Lane) in October, 2021. I was recently made aware of the disturbing fact that my neighbor (Allison) across the street has been running an AirBnB for several months! We neighbors only found out because my twin-mate is a realtor.

I am VEHEMENTLY opposed to what this neighbor has done this AND she did it on the sly...not informing her twin-mate or anyone in our neighborhood. I thought something was odd one day a month or so ago when cars were pulling up and parked up and down the street, bunches of people dressed in mostly black, going into Allison's through the garage. I thought SHE must have had a death in the family. It wasn't until a couple weeks later when there was a U-haul in her driveway (again, I thought, "she must have a boyfriend moving in"). It was that night I learned she was renting her place out. I tried sending her an email letting her know that I think she acted selfishly and without regard to the homeowners, both those before her and after. I don't know if the email went through because of a message I received when I hit send. Regardless...

I know the issue of short-term rentals is on your agenda for your next meeting, as neighbors informed me after attending your last meeting.

Short and simple: I believe you should DISALLOW short-term rentals IN TWINHOMES, PERIOD! (unless the homes were built specifically to be rentals)

Firstly, the walls in these particular twin homes are NOT sound-proof! I discussed this with the builder, Mike Sexauer, and he denied the possibility. Of course, the one time my neighbor and I tried to demonstrate this to him, you couldn't hear anything. But I can assure you (as can Allie Bennish, my twin-mate and her parents, (Jerry and Sherry Benish) who live across the street. They hear their twin mates as well.

Secondly, this is a residential neighborhood where we owners purchased our homes IN GOOD FAITH that we were going to be living with others, looking for a similar home/neighborhood. I would have NEVER purchased my home if I knew any of the units were going to be RENTALS. Having strangers coming/going for whatever reason and thinking they can do whatever they want, such as outdoor parties and fireworks in the summer. That's why people go on vacation. You can't argue that people who RENT (short-term, especially) don't have a vested interest in the property and don't think or care about the people surrounding them. For all they know, these are all rentals.

Allison's twin-mate, whose husband passed shortly after they moved here, has found a condo in Winona, her hometown, and will be putting her home on the market. Is she required to disclose the fact that her twin mate runs a rental? The value of her home has decreased because of the selfish and thoughtless actions of Miss Allison.

I trust that after considering these issues I have brought forward, and the opposition expressed by some of my neighbors, that you will come to the conclusion that TWIN HOMES SHOULD NOT BE ALLOWED TO BE ESTABLISHED AS SHORT-TERM RENTALS, unless they were specifically built to be rentals.

Thank you for your support.

Lisa Turnbull

#3.4



## WIESER LAW OFFICE, P.C.

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33 SOUTH WALNUT - SUITE 200  
LA CRESCENT, MN 55947

KELLY M. IVERSON  
AL "SKIP" WIESER, III

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

AL WIESER, JR.  
*Emeritus*

**TO:** Honorable Mayor and City Council Members  
**CC:** Bill Waller, City Administrator  
**FROM:** Skip Wieser, City Attorney  
**DATE:** May 17, 2023 5/18/23  
**RE:** Chicken Ordinance

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Attached find for City Council consideration an ordinance limiting the keeping of chickens in the City of La Crescent. Comments made at the last meeting have been reviewed administratively and we have received some comments from interested parties. At the City Council meeting we will review this document with the City Council. At this time, we are not anticipating the City Council take action on this item.

## **ORDINANCE NO. XXX**

### **AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING THE LIMITED KEEPING OF CHICKENS IN THE CITY OF LA CRESCENT, MINNESOTA**

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

#### **SECTION I – PURPOSE.**

The La Crescent City Council finds it necessary to regulate the limited keeping of chickens within the City of La Crescent to protect the public health, safety, and welfare.

#### **SECTION II – LIMITED KEEPING OF CHICKENS.**

- A. The limited keeping of chickens may be permitted as an accessory use to a legally established single-family residence subject to the following:
1. The property shall be occupied with a single-family home. The owner of the chickens shall live in the dwelling on the property.
  2. No person shall keep more than five (5) total hen chickens.
  3. No person shall keep roosters or adult male chickens.
  4. Chickens shall be kept within a separate enclosed accessory building and fenced outdoor containment area subject to the following:
    - a. The accessory building shall be less than 120 square feet in size and not exceed six feet in height.
    - b. The accessory building shall comply with all standards for accessory buildings, unless otherwise stated herein.
    - c. Any outdoor containment areas shall be screened from view from all neighboring properties and rights-of-way. Outdoor containment areas shall not exceed 20 square feet per bird and shall not have a fenced enclosure greater than six feet in height.
    - d. Any accessory building or containment area shall be located in the rear yard only and shall be at least 15 feet from any side or rear property lines.
    - e. Fencing used to contain chickens shall comply with applicable conditions of the City Code.
    - f. Chickens shall not be kept within the dwelling unit or garage.
    - g. The accessory building and/or containment area shall be maintained in good repair, in a clean and sanitary manner, free of vermin, and free of objectionable odors.
    - h. Chickens shall remain in the accessory building and/or containment area at all times and shall not run at large.
    - i. Chickens shall remain in the accessory building from sunset to sunrise each day to prevent nuisance noise and the attraction of vermin and predators.

- j. Accessory buildings for the purpose of this ordinance shall count towards the number of accessory buildings permitted or the size limitations as stated in Zoning Ordinance Chapter 12.
  - k. The slaughter of chickens on site is prohibited.
  - l. The raising of chickens for breeding purposes is prohibited.
  - m. The sale of eggs or other commercial activity on the premises is prohibited.
  - n. Feces and discarded feed shall be regularly collected and only stored temporarily on site in a leak-proof container with a tight-fitting cover to prevent nuisance odors and the attraction of vermin. Such waste may be composted on site if objectionable odors are not generated and maintained.
  - o. Chicken feed shall be stored in leak-proof containers with a tight-fitting cover to prevent attracting vermin.
- B. The keeping of farm animals other than chickens or in greater numbers than permitted by division A. above shall comply with all other requirements of the City Code.
- C. The limited keeping of chickens is permitted at established schools providing kindergarten through Grade 12 (K – 12) education.

**SECTION III – PERMIT REQUIRED.** No person shall keep or maintain chickens without unless they have been granted a permit. The permit shall be subject to all terms and conditions of this ordinance, and any additional conditions deemed necessary by the City Council to protect the public health, safety, and welfare of the animal. The necessary permit applications are available in the City Clerk's Office. Included with the completed application, must be a scaled diagram that indicates the location of any chicken coop and run, the approximate size and distance from adjoining structures, and property lines.

**SECTION IV – VIOLATION.** A violation of this Ordinance is a petty misdemeanor subject to penalty not to exceed \$300.00.

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

PASSED AND ENACTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

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



## WIESER LAW OFFICE, P.C.

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KELLY M. IVERSON  
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PHONE: (507) 895-8200  
FAX: (507) 895-8458

AL WIESER, JR.  
*Emeritus*

**TO:** Honorable Mayor and City Council Members  
**CC:** Bill Waller, City Administrator  
**FROM:** Skip Wieser, City Attorney  
**DATE:** May 17, 2023  
**RE:** Alley Vacation

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The City of La Crescent has received a petition to vacate an alley off of Sycamore Street. A copy of the Petition and Resolution calling for a public hearing are attached.

The first step in the process would be to approve the attached Resolution and Notice of Hearing calling for a public hearing on June 26, 2023 at 5:30 p.m. The attached Notice of Hearing would get published twice in the official newspaper and posted fourteen (14) days at three (3) public places.

Also, at the June 26, 2023 City Council meeting it is expected that the June 6, 2023 Planning Commission meeting minutes will be presented regarding a redevelopment project for this property.

## VACATION PETITION

To the City of La Crescent, Houston County, Minnesota:

The undersigned owner of land abutting Sycamore Street hereby petitions you to vacate the following described street:

Please refer to the attached Legal Description and map.

and Petition you to Order all of the above vacated streets' right of way attached to the adjoining property owners.

### Owners

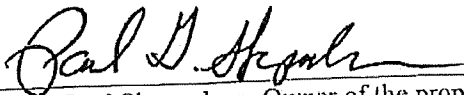
P & K Shepardson Rentals LLC

We ask that you proceed with such vacation pursuant to Minn. Stat. §412.851.

Dated this 4<sup>th</sup> day of April 2023.

### Petitioners

P & K Shepardson Rentals LLC



By: Paul Shepardson, Owner of the property with the following Parcel ID  
250113000, 250114000, 250115000, 250117000, 250116000.

Property Addresses

71 3RD ST N

67 3RD ST N

206 SYCAMORE ST

172 SYCAMORE ST

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION DECLARING SUFFICIENCY OF PETITION AND SETTING A  
PUBLIC HEARING ON THE PROPOSED VACATION OF AN ALLEY**

**WHEREAS**, a petition signed by the majority of property owners abutting the alley described on Exhibit A in the City of La Crescent was received by the Deputy Clerk on the 3rd day of May, 2023; and

**WHEREAS**, the petition requested that the City Council pursuant to Minnesota Statute §412.851 vacate an alleyway legally described as:

*See Exhibit A and illustrated on Exhibit B.*

**WHEREAS**, the Deputy Clerk has reviewed and examined the signatures on said petition and determined that such signatures constitute a majority of the landowners abutting upon the alley to be vacated; and

**WHEREAS**, a copy of said petition is attached hereto.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA CRESCENT, MINNESOTA AS FOLLOWS:

The City Council will consider the vacation of such street and a public hearing shall be held on such proposed vacation on the 26th day of June, 2023, in the City Hall located at 315 Main Street, La Crescent, Minnesota at 5:30 p.m. and

BE IT FURTHER RESOLVED that the Deputy Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Passed by the City Council of La Crescent, Minnesota this 22nd day of May, 2023.

\_\_\_\_\_  
Mayor

Attested:

\_\_\_\_\_  
Deputy Clerk



**CITY OF LA CRESCENT  
COUNTY OF HOUSTON  
STATE OF MINNESOTA**

**NOTICE OF PUBLIC HEARING ON VACATION OF A PUBLIC ALLEY PURSUANT  
TO MINNESOTA STATUTE §412.851**

**NOTICE IS HEREBY GIVEN** that a hearing will be held before the City Council of City of La Crescent on the 26<sup>th</sup> day of June, 2023, in the City Hall located at 315 Main Street, La Crescent, Minnesota at 5:30 p.m. to consider a proposed vacation of an alley adjacent to Sycamore Street legally described as:

*See Exhibit A and illustrated on Exhibit B.*

Dated this 22nd day of May, 2023.

SIGNED BY:

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Deputy Clerk

## **Exhibit A**

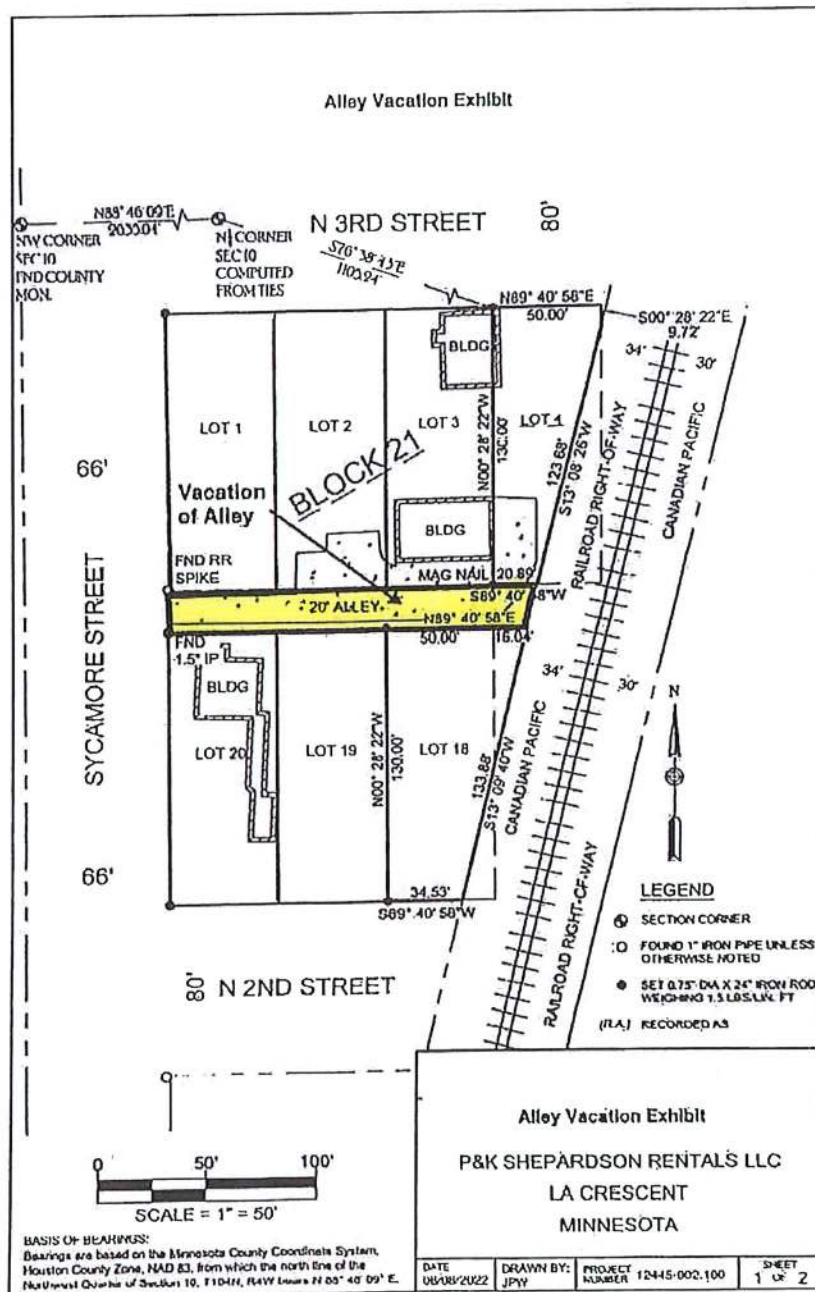
### **Legal Description of Proposed Alley Vacation**

That part of the 20-foot alley, Block 21, La Crescent Plat, according to the recorded plat thereof on file and recorded in the Office of the County Recorder, Houston County, Minnesota, described as follows:

Commencing at the northwest corner of Section 10, Township 104 North, Range 4 West; thence North 88 degrees 46 minutes 06 seconds East along the north line of said Section 10, a distance of 2635.08 feet to the North Quarter corner of said Section 10; thence South 67 degrees 23 minutes 17 seconds East, a distance of 1003.55 feet to the southwest corner of Lot 1, Block 21, of said La Crescent Plat and the point of beginning of the tract to be described; thence North 89 degrees 48 minutes 38 seconds East along the south line of Lots 1, 2, 3, and 4, Block 21, of said La Crescent Plat, a distance of 171.03 feet to the westerly right-of-way of the Canadian Pacific Railroad as defined in Court File No. 28-CV-22-500 and Document A307993, filed in the Houston County Recorder's Office; thence South 13 degrees 04 minutes 25 seconds West along said railroad right-of-way, a distance of 20.55 feet to the north line of Lot 17, Block 21, of said La Crescent Plat; thence South 89 degrees 48 minutes 38 seconds West along the north line of Lots 17, 18, 19, and 20, Block 21, of said La Crescent Plat, a distance of 166.22 feet to the northwest corner of Lot 20, Block 21, of said La Crescent Plat; thence North 00 degrees 28 minutes 10 seconds West, a distance of 20.00 feet to the point of beginning.

Said description contains 3372.53 sq. ft. or 0.08 acres more or less.

# Exhibit B



#3.6



TO: Honorable Mayor and City Council Members

FROM: Chris Fortsch, Administrative Assistant *Chris*

DATE: May 18, 2023

RE: Gambling Permit Application

The City has received the following gambling permit application:

1. Lions Club of La Crescent – Raffle date is October 6, 2023

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

#3.7



TO: City Council

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: May 16th 2023

RE: Proposed Landscape Partnership Cooperative Agreement FY 2023

A cooperative agreement is being developed for the 2023 project. The cooperative agreement will be for up to \$8,000. The FY 2023 landscape partnership project will include landscape plantings around the foot of the bike and pedestrian bridge. In addition, the FY 2023 project will include a native prairie planting in the stormwater collection area underneath the bridge.

The agreement would be materially the same as past agreements with a 2023 date.

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

To date, the city has completed 12 partnership projects, and has received approximately \$96,328 in grant funding for landscaping improvements in MnDOT's right of way.

#3.8



To: City Council

From: Jason Ludwigson

Date: 05/18/2023

Re: MOU Partners in Report

The City of La Crescent was selected to participate in the Partners in Energy Program in 2020. Over the 18 months of the program the city worked on three areas of focus which included residential energy use/efficiency, business use/efficiency, and support for electrical vehicles. The program ran for 18 months and concluded in the fall of 2022. Deirdre Coleman from the Minnesota Center for Energy and the Environment will present via Zoom an overview of the Partners in Energy program. She will highlight the 2022 data dashboard as well as reviewing the marketing materials created for the city. Deidre will cover the campaigns that were conducted as a part of the PIE program.



#3.9

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**From:** Mroz-Risse, Kristin (She/Her/Hers) (MPCA) <kristin.mroz-risse@state.mn.us>  
**Sent:** Thursday, March 30, 2023 11:07 AM  
**To:** Jason Ludwigson <jludwigson@cityoflacscent-mn.gov>  
**Subject:** Congratulations! La Crescent achieves Steps 4 & 5 in GreenStep Cities!

Hi Jason –

Thank you for submitting GreenStep metrics. I am excited to share that La Crescent has reported the necessary metrics and has improved in 3 or more Step 5-eligible metrics this year and will achieve both Steps 4 and 5! Your Metric Report and City GHG Assessment are attached.

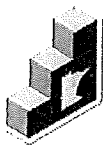
I do not have any follow up questions for you. I did, however, update the blue CO2e metrics with the city's B3 Benchmarking data. Please let me know if you have any questions about it.

We will be in touch later once the final step advancements are announced in May and follow up about the award blocks, a sample press release, etc. We hope to see you at the League of Minnesota Cities annual conference in Duluth, June 21-23 where we will be celebrating GreenStep Cities successes. NOTE – the website won't be updated with new steps until June but you are welcome to share the news now.

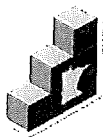
Thank you for your ongoing dedication to sustainability and congratulations!

**Kristin Mroz** (she/her/hers)  
GreenStep Cities and Tribal Nations Co-Director

**Minnesota Pollution Control Agency**  
520 Lafayette Road  
St. Paul, MN, 55155  
O: 651-757-2793



Minnesota  
**GreenStep Cities**



Minnesota  
**GreenStep Tribal Nations**

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



#3.10



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: May 18, 2023  
RE: Public Works Directors Job Description

Attached for review by the City Council is a job description for the new Public Works Director position. This is one of the new positions that is included in the City's revised organizational structure, a copy of which is included. The duties of the Public Works Director are currently included in the job description for the City Administrator. The position of Public Works Director is proposed to be filled with a current City employee, and will not result in the hiring of a new City employee.

This is not presented for approval at this meeting.

The Public Works Directors position would be a supervisory position and would be considered a department head position within the City's overall organizational structure. The position will not be part of a bargaining unit.





# Job Description

<b>JOB TITLE:</b> <b>Public Works Director</b>		<b>Department:</b> Public Works
<b>REPORTS TO:</b> City Administrator	<b>SUPERVISES:</b> Public Works personnel	<b>FLSA STATUS:</b> Exempt
<b>BARGAINING UNIT:</b> N/A		<b>EFFECTIVE DATE:</b> 05-16-2023

## DESCRIPTION OF WORK

Under the general supervision of the City Administrator, the Public Works Director is a leadership position responsible for directing, planning, performing, and coordinating the operation and maintenance of the Public Works Department including streets, water, wastewater, parks, trails, and stormwater infrastructure consistent with city policy, objectives developed and/or approved by the City Council, and federal and state regulations; and other functions as may be apparent or assigned.

## ESSENTIAL JOB DUTIES PERFORMED

Duties may vary somewhat from position to position within a class.

- Make recommendations to the City Administrator and City Council relating to maintenance or replacement of city infrastructure.
- Responsible for implementing City Council direction.
- Prepare City Council agenda items and attend City Council and other meetings as needed.
- Prepare the annual budget for the Public Works Department.
- Function as a liaison and advisor with the City's consulting engineer, government agencies, and others to assure coordination of improvements and growth within the city.
- Oversee the planning, design, construction, and maintenance of the City of La Crescent's infrastructure.
- Plan and direct safety and training programs for Public Works personnel.
- Develop long term capital improvement plans and programs.
- Participate in short and long-term planning for the growth and development of the City of La Crescent.
- Maintain compliance and reporting with regulating agencies.
- Prepare a Public Works fleet replacement program.
- Supervise maintenance on the City of La Crescent's public works equipment fleet.
- Evaluate Public Works procedures, policies, and practices and make necessary modifications based upon new innovations in Public Works operations/maintenance field.
- Keep the City Administrator informed of important department developments in a timely fashion.
- Perform all other necessary duties as apparent or assigned.

## RESPONSIBILITY

### Supervision

Works under the general supervision of the City Administrator.

Supervisory duties as follows,

A. Has the authority to:

1. Assign work to Public Works Personnel;
2. Direct the work of Public Works Personnel;
3. Discipline Public Works personnel for just cause (oral and written reprimands);
4. Reward Public Works personnel (Letter of commendation); and

B. Has the authority to effectively recommend:

1. Hiring of Public Works personnel
2. Discharge of Public Works personnel for just cause;
3. Suspension of Public Works personnel;
4. Transfer of Public Works personnel;
5. Promotion of Public Works personnel.

## KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to represent the City of La Crescent in a courteous and professional manner in person, over the phone, or in written correspondence.
- Knowledge of management principles and practices, and ability to engage, evaluate and develop staff.
- Ability to initiate and accomplish tasks that need involvement from others.
- Ability to communicate effectively and professionally with co-workers and members of the public.
- Basic knowledge of office machines and equipment.

## MINIMUM QUALIFICATIONS

- 10 years of responsible experience in a Public Works environment, including the operation of a wastewater collection facility and a water distribution system.
- 5 years supervisory experience.
- Thorough knowledge for principles and practices of all aspects of Public Works Maintenance, including sanitary sewer collection, water distribution and treatment, street maintenance, stormwater maintenance, and park maintenance.

### Trainings, Certificates, and Licenses

- Class B Minnesota Collection System Operator Certificate.
- Class B Minnesota Water Operator Certificate.
- Minnesota Class B Drivers License/Air Brake Endorsement.
- General Purpose Pesticide Applicators License.
- Certified Pool Operator Certificate.
- Certified Playground Safety Inspector Certificate.

## **COMPLEXITY**

The overall complexity of this position is high. While performing the normal duties of this job, processes, procedures, or software vary from one assignment to the next. Assignments are still related in function and objective.

### Impact

- While performing the normal duties of this job, this positions work product or services affect the accuracy, reliability, or acceptability of further processes or services.

## **REQUIRED PHYSICAL ABILITIES AND WORK CONDITIONS**

The physical demands and work conditions described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### Hazards

While performing the duties of this job, this position:

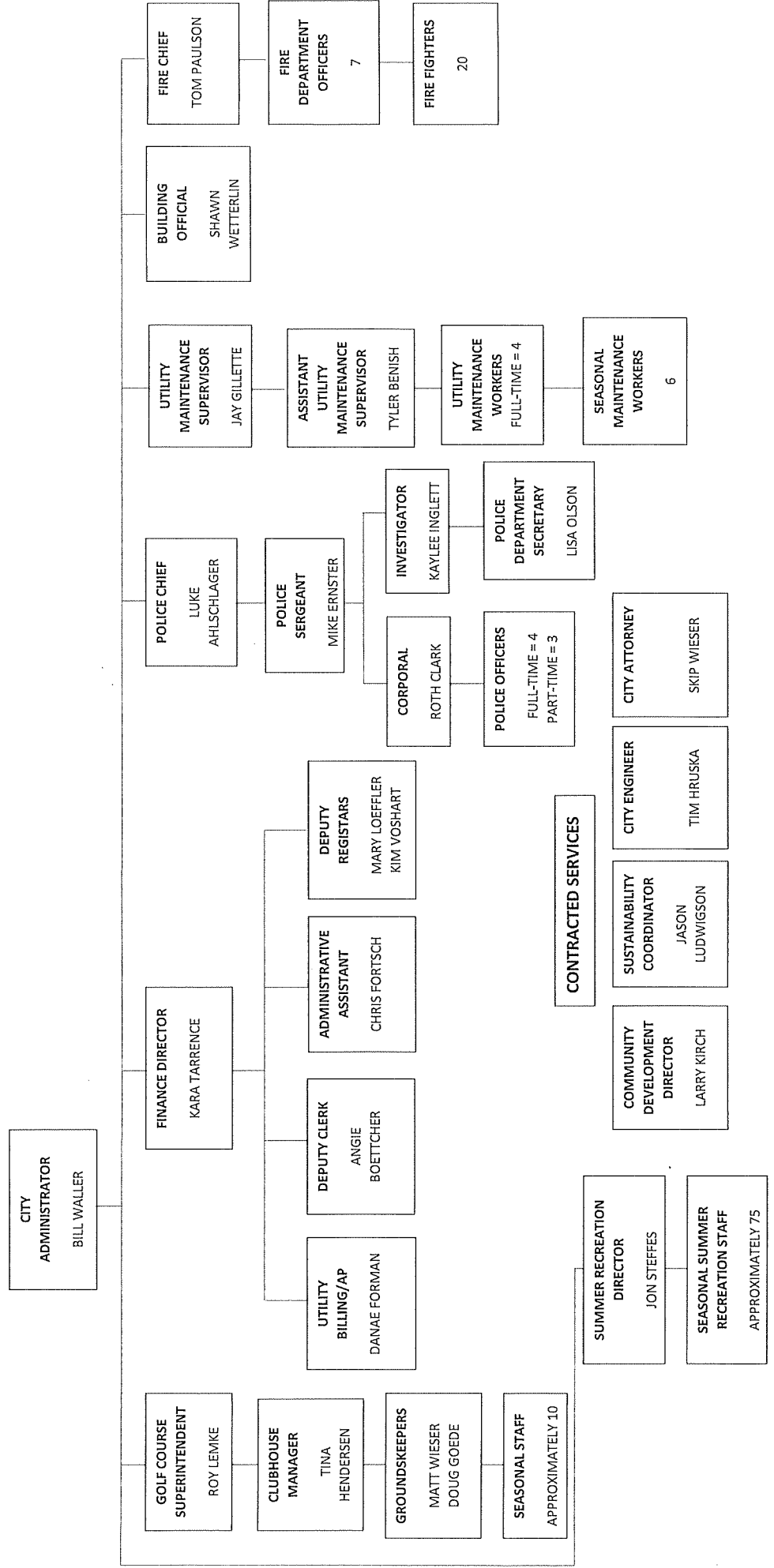
- May occasionally climb 20-100 steps, bend/stoop, kneel, crouch, squat, crawl, reach above shoulder level, push/pull 5-50 lbs., lift 50-100 lbs., carry 50-100 lbs., finger/enter data/keystroke, feel, hear, smell, and repetitive motions; frequently balance, sit, stand, walk, talk, and drive.
- Will use close vision, far vision, depth perception, visual accommodation, color vision, and peripheral vision.
- Will use their right hand and left hand for simple handling or grasping, firm handling or grasping, and fine handling or manipulation; will use their right and left foot.

### Surroundings

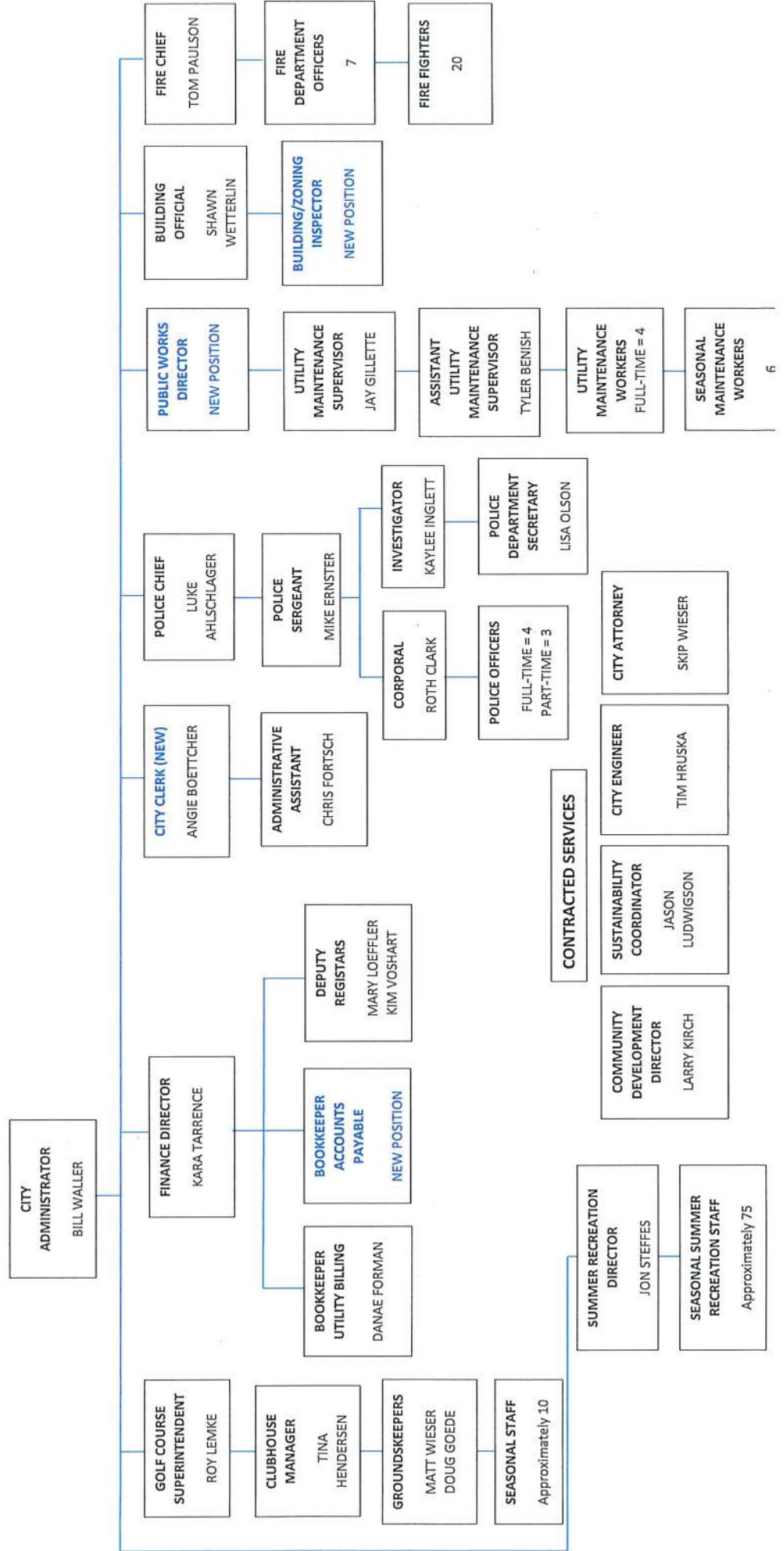
While performing the duties of this job, this position will experience exposure to inside environmental conditions, exposure to outside environmental conditions, exposure to noise, dust, fumes, gases, chemicals, or oils requiring special mitigating precautions or protective gear, working in narrow aisles or passageways, work around moving mechanical parts, and working in close quarters.

The above statements are intended to describe the general nature and level of work being performed by individuals employed in this job. They are not intended to be an exhaustive list of all duties and qualifications required of personnel in this job. The employer may and reserves its right to change the job description and establish, modify or eliminate job duties and responsibilities and jobs at its discretion with or without notice.

# CURRENT CITY HALL ORGANIZATIONAL CHART - 2023



# PROPOSED CITY HALL ORGANIZATIONAL CHART



**Bill Waller**

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**From:** Ryan Stotts <ryanmstotts@gmail.com>  
**Sent:** Tuesday, April 25, 2023 10:45 AM  
**To:** Bill Waller; Angie Boettcher  
**Subject:** Mayor for a Day CITY WEBSITE version

Mayor for a Day

by Ryan Stotts

*"You may be sure that if you succeed in brining your audience into the presence of something that affects them, they will not care by what road you brought them there; and they will never reproach you for having excited their emotions in spite of dramatic rules." – Alexis de Tocqueville, "Democracy in America: Volume 2"*

The rules themselves weren't so dramatic; in fact, they seemed relatively straight forward: What would you do if you were mayor of La Crescent for a day?

The question was asked by the League of Minnesota Cities, as it is annually, to fourth through sixth graders across the state. The top answers, entered into a contest format, would receive state-wide recognition and a cash prize of \$100. But, to get to the honor, the students must provide their answers.

How would you manage, steer, and reshape your community for the better?

In La Crescent, four students were honored, one at the state level as a winner, another as an honorable mention, with a further two being recognized at the city level.

Top essayists were Katie Veglahn (state winner), 12, 6th grade, Liv Small (state honorable mention), 12, 6th grade, Kiera Dulek (local honoree), 11, 5th grade, and Tucker McCabe (local honoree), 10, 4th grade. All nominees attend Crucifixion School in La Crescent.

The four essayists were notified they won and invited to lead the March 27th council meeting, each serving as acting mayor, with a reception preceding the event on March 16th. Parents of the students, and their family members, were also invited to attend the reception and the council meeting.

On the evening of March 16<sup>th</sup>, City Hall was brimming with activity. Three of the four essayists attended with family. La Crescent City Councilor Teresa O'Donnell-Ebner, who became aware of the contest and partnered with La Crescent Public Library Director Jess Witkins to host and help co-facilitate the event, was setting up a reception table with refreshments, having also prepared a small

slide show aimed at explaining the contest, the council, broader city government, as well as the students' responsibilities on the night of the main event, the March 27th council meeting.

"My first question," O'Donnell-Ebner said, "how many of you have ever been in this room before?"

After a scant showing of hands, she pointed out that many citizens never make their way into the chambers.

"It's open," she said. "Every meeting is open, and you're always welcome to come. Students as well."

One of the aims of the contest, O'Donnell-Ebner pointed out, is to further engage both students and their parents in the process of local government.

Next came the slides, amongst them interesting statistics.

As of the last census, O'Donnell-Ebner La Crescent's population was officially 5,276. Interestingly, she said, out of the total 2,307 households, 22.4 percent of residents were under the age of 18, and 19 percent 65 or older, roughly a quarter on each side.

With Witkins and La Crescent Mayor Mike Poellinger, the group was then led through the vast infrastructure of local government: the school board, library board, county board, township, and council.

"This is our little corner of the world," O'Donnell-Ebner said, "and where we help make decisions."

Poellinger set out to explain council meetings in even more detail, from the Pledge of Allegiance to the organizing principles of the council's agenda, as well as the contents of the meeting packet, noting that each student would be responsible for a single agenda item at the March 27<sup>th</sup> council meeting.

Even the ideology behind their physical positions was addressed.

"You'll take this position in the center," Poellinger said of his traditional mayor's chair, "and that's so you can see both of the council members who sit on either side of you. It's important that you recognize those people so that they have an opportunity to speak."

The kids don't know it yet, but they will have ACTIVE MAYOR plaques in front of them, and small gavels they get to keep will be provided for their stint as "mayor."

Poellinger also explained that members of the public must be added to the agenda in advance, so only those items on the active agenda (which have been properly noticed to the public) will be discussed.

"This has to be posted five days in advance," Poellinger said of the agenda, "so that everybody in the community knows what's going to be discussed."

Open meeting laws observed, the agenda also helps the mayor keep the meeting moving at a swift and efficient pace, often culminating in council discussion and the ultimate "call for the question," where the mayor asks for a motion from the councilors.

"If the discussion isn't meaningful," he said, "it's your responsibility to call for the question."

Witkins took a moment at the end to remind the students of the importance of their essays.

"I want to point out that this wasn't just an assignment your teacher made you do in class," Witkins said. "You could actually make a difference in your city. It starts locally with what you're interested in."

A few days later, Witkins met at the La Crescent Public Library to discuss her part in the contest. She was approached by O'Donnell-Ebner, the library's council representative and library board member, who brought it to her attention.

"She gets the League of Minnesota Cities magazine," Witkins said, "so she asked if the library would want to host this so we could do local recognition. So, we came up with a composite proposal on how we would run it. That went to the city council, and they approved it, and then we started sending it out to all the schools. It also appeared in La Crescent Together, so the home school families would know about it."

While Crucifixion School was the only one who chose to participate this year, Witkins said, she would imagine more schools may consider it in future years. That's the hope.

As she describes it, the contest is ideal not only for the students and the council, but also with one of the library's mission goals.

"We always look for ways we can engage kids in global citizenship," she said. "A library is one of the last hubs of the community. This is a place where we can come to see ourselves and learn about others. So, this was just a perfect thing that aligned with our mission."

Witkins said the library's role was to collect the essays, catalogue them for anonymous read-throughs by a panel of judges who were also coordinated through the library, including a library board member who was a former educator, as well as a retired librarian.

The contest was created in 2013 as a way to promote civic engagement amongst young people, and to provide an opportunity for students to learn about how cities work and the role of a mayor," said Julie Liew, communications manager for the League of Minnesota Cities. "2022 marked the 10th year of the contest and it was our highest turnout ever. We had nearly 560 entries from students in all corners of the state."

The contest, she said, is open to any fourth, fifth, or sixth-grader in Minnesota. Many schools use the essay contest as part of a larger lesson about city government; some even invite the local mayor to speak to the students and share information about their position. Some, such as La Crescent, invite students in to ceremonially run a city council meeting.

"The contest is a great way to encourage students to think about ways to celebrate and improve their communities," Liew said. "We have received thousands of essays over the years, and it is always gratifying to see all of the thoughtful and creative ideas for how students would choose to spend their day as mayor."

Helping the homeless, protecting the environment, and rescuing animals are among some of the common themes state-wide from this year's essays, She said. Students from Edina, Glencoe, La Crescent, and Medina were selected as winners, according to the League. Judges also selected four honorable mention essayists from Elk River, Inver Grove Heights, La Crescent, and Pierz.



A week later, the students meet after an early lunch at Crucifixion School in La Crescent. They all remember hearing about the contest in late fall, in Ms. Reed's English class, and they understood it was a chance to offer ways to improve La Crescent.

Tucker said he knew he'd focus on the pool immediately, Kiera debated in her mind about choosing improvements to the local parks because she felt everyone would select it. Liv also wanted to avoid being "generic" in her choice, eventually zeroing in on the public bussing system, while Katie took a full three days before choosing one of the state-winning topics: ambulance services.

All the essays had to begin with the phrase "mayor for a day," and they had to be capped at (or stretched to, depending on your point of view) 250 words. Paper drafts first, then they used Google Docs to finish and present. They were also aware it was a contest.

"She told us there would be prizes," someone said of Reed, "but I don't think she told us that if we won the city one we'd be entered into the bigger one."

As they recall, the top five finalists from the local round of competition were then entered at the state level. As O'Donnell-Ebner explained, La Crescent had already decided to show local recognition to the top essayists.

All of them were surprised to learn they were honored.

Katie got a \$100 prize. It has actually arrived the Friday before, and she's spent \$30 already.

"I got a plaque, too," she said, "but I had to send it back because they spelled my name wrong."

Liv got a paper certificate in the mail (her name was spelled correctly). She was on crutches, and hadn't been able to attend the March 16 event. She would miss the March 27 council meeting, too, because even though she couldn't participate, a gymnastics practice required her to be elsewhere supporting her teammates. It was quickly becoming apparent why these kids were being recognized for their qualities of ambassadorship.

The students all realized, if they did have a day as mayor, that it wasn't going to be as simple as listing improvements they wanted to see happen. That wasn't the point of the contest.

"I would assume," Liv said, "it was to see different perspectives on what people thought needed to happen with the city. A lot of times, they don't look at the younger area. It's not like what we want, but our view on things. Probably."

Katie agreed.

"I think they're worried about some of the bigger stuff in La Crescent," Katie said, "but it's kind of nice to have a smaller view."

One would think the responses would lift the hearts of residents and city officials across the board, focusing as they do on two main areas: green spaces and emergency services. Or, put another way, the generation to come, even at an early age, is already clearly rooted in the values that honor the city's natural landscape, as well as its preservation of life.

But, the reaction to all the attention, as well as the prospect of heading a large, heavily-attended public meeting, also swings around polar opposite poles.

"I am not a big social person," Kiera said.

"I think it's kind of cool," Tucker added.

At the March 27<sup>th</sup> council meeting, kids were teeming through the council chambers. Local Scout Troop 33 is there, there's a prospective Eagle Scout project on the agenda, part of a total of 13 actions items.

Katie, Kiera, and Tucker skillfully led the council through the half-hour meeting. It went off without a hitch. The public gallery, fuller than it usually is, seemed to indicate the pride everyone feels, not just about the essayists, but about one another.

It's all about community.

Seeing the turnout, feeling the local and state recognition, the grander sense of community and continuity, puts in mind something Poellinger underscored on the night of the students' reception at City Hall.

The evening may pass quickly, but something of it would remain for a little bit of forever.

"Everything that we do at a city council meeting is turned into 'minutes,'" Poellinger had told them, and those 'minutes' are kept indefinitely. So, by participating in the meeting that night, you'll be in the 'minuets' for as long as La Crescent is here."

## Bill Waller

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**From:** Ryan Stotts <ryanmstotts@gmail.com>  
**Sent:** Tuesday, April 25, 2023 10:47 AM  
**To:** Bill Waller; Angie Boettcher  
**Subject:** Mayor for a Day LEAGUE MAGAZINE version

### La Crescent Youth Honored by State and Local Government as Mayor for a Day

LA CRESCENT, Minn. – Four students were honored by the League of Minnesota Cities “Mayor for a Day” contest, one at the state level as a winner, another as an honorable mention, with a further two being recognized at the city level.

Top essayists were Katie Veglahn (state winner), 12, 6th grade, Liv Small (state honorable mention), 12, 6th grade, Kiera Dulek (local honoree), 11, 5th grade, and Tucker McCabe (local honoree), 10, 4th grade. All nominees attend Crucifixion School in La Crescent.

Students were asked to assume the role of mayor for a single day, voicing concerns and improvements on behalf of the city.

“I think [the council] worried about some of the bigger stuff in La Crescent,” Veglahn said, “but it’s kind of nice to have a smaller view.”

La Crescent City Councilor Teresa O'Donnell-Ebner, who became aware of the contest and partnered with La Crescent Public Library Director Jess Witkins to host and help co-facilitate the event. A reception in City Hall on March 16<sup>th</sup> aimed to prepare the essayists to help led the March 27<sup>th</sup> city council meeting. The goal is to engage students in local government.

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The contest was created in 2013 as a way to promote civic engagement amongst young people, and to provide an opportunity for students to learn about how cities work and the role of a mayor,” said Julie Liew, communications manager for the League of Minnesota Cities. “2022 marked the 10th year of the contest and it was our highest turnout ever. We had nearly 560 entries from students in all corners of the state.”

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“The contest is a great way to encourage students to think about ways to celebrate and improve their communities,” Liew said. “We have received thousands of essays over the years, and it is always gratifying to see all of the thoughtful and creative ideas for how students would choose to spend their day as mayor.”

Helping the homeless, protecting the environment, and rescuing animals are among some of the common themes state-wide from this year's essays, She said. Students from Edina, Glencoe, La Crescent, and Medina were selected as winners, according to the League. Judges also selected four honorable mention essayists from Elk River, Inver Grove Heights, La Crescent, and Pierz.

"We always look for ways we can engage kids in global citizenship," Witkins said. "A library is one of the last hubs of the community. This is a place where we can come to see ourselves and learn about others. So, this was just a perfect thing that aligned with our mission."

La Crescent Mayor Mike Poellinger was pleased with the turnout, as well as what it might mean for the future.

"I think it's great that we can look forward to new people coming into government," Poellinger said. "This is the first time we've done this. Maybe it will catch on."

## Bill Waller

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**From:** Ryan Stotts <ryanmstotts@gmail.com>  
**Sent:** Tuesday, April 25, 2023 10:50 AM  
**To:** Bill Waller; Angie Boettcher  
**Subject:** Mayor for a Day NEWSPAPER RELEASE version

### La Crescent Youth Honored by State and Local Government as Mayor for a Day

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Students were asked to assume the role of mayor for a single day, voicing concerns and improvements on behalf of the city. Winners received \$150 and a name plaque.

“I think [the council] worried about some of the bigger stuff in La Crescent,” Veglahn said, “but it’s kind of nice to have a smaller view.”

La Crescent City Councilor Teresa O'Donnell-Ebner, who became aware of the contest and partnered with La Crescent Public Library Director Jess Witkins to host and help co-facilitate the event. A reception in City Hall on March 16 aimed to prepare the essayists to help lead the March 27 city council meeting. The goal is to engage students in local government.

“This is our little corner of the world,” O'Donnell-Ebner said, “and where we help make decisions.”

According to the League of Minnesota Cities, the contest was created in 2013 as a way to promote civic engagement amongst young people, providing an opportunity for students in fourth, fifth, and sixth grades to learn about how cities and mayors work.

Five hundred and 60 entries were submitted by students from across the state, with La Crescent, Edina, Glencoe, and Medina selected as winners. Four honorable mentions were also given to La Crescent, Elk River, Inver Grove Heights, and Pierz.

“We always look for ways we can engage kids in global citizenship,” Witkins said. “A library is one of the last hubs of the community. This is a place where we can come to see ourselves and learn about others. So, this was just a perfect thing that aligned with our mission.”

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#312



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: May 18, 2023  
RE: Authorize Expenditure – WIFI in City Parks

We have been working with Acentek to provide WIFI in City parks. To date, this service is only available at Frank J. Kistler Memorial Park. Expanding WIFI in City parks is one of the recommendations included in the City's updated Comprehensive Park and Recreation Plan.

We are suggesting that the City Council authorize the installation of WIFI at Abnet Field, Old Hickory Park, and Wieser Park. The work will be completed by Acentek.

There is not presently fiber available at Old Hickory Park and Wieser Park. The total cost to the City to extend fiber to these parks is \$6,600. Acentek is splitting the cost with the City, and donating \$6,600 towards the project.

The cost to provide and install the wireless network at Abnet Field, Old Hickory Park and Wiser Park is \$1,578 per park.

We are suggesting that the city Council authorize spending \$11,334 in American Rescue Plan funding that the City has received to install WIFI in the three City parks. Expenditures for broadband infrastructure are a recognized use of American Rescue Plan funds.



#6.1



**La Crosse County Convention & Visitors Bureau  
In-Person Board Meeting  
Explore La Crosse Office  
123 7<sup>th</sup> Street South  
Tuesday, May 16th, 2023  
8:00 a.m.**

Board of Directors: Dave Ring, President; Jen Burch, Vice President; Chris Roderique, Treasurer; Stephen Cohen, Secretary; Pete Boese, Pat Stephens, Ryan Johnson, Nathan Franklin, Patrick Barlow, Dan Stevens, Barb Janssen, Cherryl Jostad, Dan Wick, Kalynn Kruger, Jay Patel, Ashley Santolin, Cassandra Hanan, Val Erickson, Vicki Markussen, Pamela Maas & Lynn Zielke  
Ad Hoc: Terry Bauer/Mary Larson (DMI), Beth Franklin (La Crosse Chamber), Jay Odegard (City of La Crosse Parks and Rec), Elizabeth Poh (La Crosse Center), Brian Meeter (La Crescent Chamber)  
Executive Director: A.J. Frels

AGENDA

- 1. Call to Order**
- 2. Introductions**
  - a. Barb Janssen – City of La Crosse
- 3. Community Partners Update**
  - a. DMI
  - b. La Crosse Chamber
  - c. La Crescent Chamber
- 4. Board Minutes**
  - a. April 2023
- 5. Financial Committee – Chris Roderique**
  - a. Minutes – May 2023
  - b. Statements – April 2023
- 6. Executive Director's Report – A.J. Frels**
- 7. Committees**
  - a. Membership - Pat Stephens
  - b. Grants - Pat Stephens
  - c. Convention/Sales - Dan Wick
  - d. Marketing/Media - Jay Patel

**8. Tourism Department Presentation**

- a. Carey Hegge

**9. Old Business**

- a. Beer Wine & Cheese Recap – Jeremiah Burish & Carey Hegge
- b. Community Sales Training Program
- c. Discover Wisconsin Premier
- d. Mississippi River Sign in Riverside Park

**10. New Business**

- a. BAM Recap
- b. TCMC
- c. Airport
- d. Annual Meeting Date

**11. Event Center Updates**

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

**12. Community Updates**

- a. Town of Campbell
- b. Village of Holmen
- c. City of La Crescent
- d. City of La Crosse
- e. City of Onalaska
- f. Village of West Salem

**13. Adjournment**

**Next board meeting** – Tuesday, June 20<sup>th</sup>, 2023 at 8:00 a.m. at the LCCVB Office at 123 7<sup>th</sup> Street South, La Crosse.

**LA CROSSE COUNTY CONVENTION & VISITORS BUREAU****BOARD MEETING****April 18, 2023– 8:00 a.m.**

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**Board Members:**

**Present:** Dave Ring, Dan Wick, Chris Roderique, Ryan Johnson, Ashley Santolin, Kalynn Kruger, Pat Stephens, Lynn Zielke, Dan Stevens, Jen Burch, Mary Larson, Beth Franklin, Nathan Franklin, Jay Patel, Stephen Cohen, Patrick Barlow, Pamela Maas, Vicki Markussen, Elizabeth Poh

**Excused:** Cherryl Jostad, Pete Boese, Neal Zygarlicke, Jay Odegaard, Brian Meeter

**Absent:** Valerie Erickson, Cassandra Hanan, Scott Neumeister

**Others present:**

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

**PROCEEDINGS:**

Dave Ring brought the meeting to order at 8:04 a.m.

**Introductions**

-Welcome Mary Larson, Executive Director of DMI & Kourtnei Alcock, La Crosse Center

**Community Partners Update**

-DMI: Spring Event to be held this Friday, and a Classic Car Show will be held in June.

-La Crosse Chamber of Commerce: Recently held a successful Annual Meeting in March, and Fourth Fridays are set to start in June.

**MOTION:** To approve the March 2023 Board minutes. (P. Stephens, D. Wick) Carried.

**FINANCE COMMITTEE:**

**MOTION:** To approve March 2023 financials and April 2023 minutes (P. Boese, D. Wick) Carried.

**MOTION:** To approve adjusting the 2023 budget to increase depreciation expense from \$20,000 to \$40,000. (J. Burch, V. Markussen) Carried.

**EXECUTIVE DIRECTOR REPORT:**

- World Atlas recently named La Crosse as one of the Seven Most Charming Town in the State of Wisconsin.

-The announcement was made at the recent Council meeting that the La Crosse Center/Wisconsin Department of Tourism video target date for having the videos on the Travel Wisconsin website is June 2023.

-AJ was nominated and voted in to serve as Vice Chair for the Wisconsin Department of Tourism Council.

-Haleigh created the Meetings and Conventions FAM Tour marketing sheet/image for the invitations. The Tour will take place on June 8<sup>th</sup>.

-As part of our relationship with UWL, Jeremiah and Haleigh met with UWL-Rec students to assist with their sustainability project.

-We now have new signatures for all staff emails that match up with our Name Your Niche campaign.

**COMMITTEE REPORTS:**

**Membership-** Reports were distributed. Revenue for the month of March was at \$12,377.25 budgeted for \$14,100.

**Grants-** Reports were distributed. The committee received 13 applications, and approved 12 of the requests. The next meeting is scheduled for June 22nd.

**Convention/Sales**-No meeting held to report on this month.

**Marketing/Media**-The next meeting is scheduled to be held on May 9<sup>th</sup>.

**OLD BUSINESS:**

- Board Retreat Update: The 2023 Strategic Plan was included in the meeting packet for review.
- Community Sales Training Program: The first class is scheduled to be held on May 16<sup>th</sup>. At this time there are six people signed up to participate in the class.
- Mississippi River Sign in Riverside Park: The graphics are finished and the Parks Department is taking the design of the sign to their Board for approval.
- Q1 Zartico Report: The January and February report was included in the meeting packet for review.

**NEW BUSINESS:**

- Discover Wisconsin Premier: the showing will be held on May 3<sup>rd</sup> at 5:00pm at the Radisson Ballroom.
- Beer, Wine & Cheese Update: As of 4/14, we are at 2,782 tickets sold, and 87 vendors.
- Scott Neumeister's LCCVB Board Seat: with Scott no longer on the La Crosse City Council, AJ has been in contact with Mayor Reynold's to find a replacement for board seat.

**Marketing Presentation** by Haleigh Doyle, Director of Media and Marketing for Explore La Crosse.

**Event Center Updates:**

- La Crescent Area Event Center: A busy time of year with holding weddings and graduation parties.
- La Crosse Center: Several events recently held including; Stansfield Pool, Performance Group Food Show, WTC Graduation, NASA Banquet.
- Omni Center: Upcoming events including; AAU Gymnastics Meet, Mississippi Mayhem, and the Onalaska Jazz Festival.

**Community Updates:**

- Village of Holmen: Patrick Barlow has been re-elected for another 2 year term. NASA will be holding a fundraiser for the Remington Hills All-Abilities Park.
- City of Onalaska: Cabin Fever & the Craft Show held at the Omni Center was a success, and the date of the grand opening of Five Guys was delayed briefly due staffing issues.
- West Salem: the Village Wide Clean-up day will be held this Saturday, and the Bike Rodeo will be held in May.

**MOTION:** Moved to Adjourn at 9:00 am (D. Wick, R. Johnson) Carried.

Respectfully submitted, Michelle Hoch



# 6.2



# La Crescent LIVE

✦ FREE OUTDOOR PERFORMANCE SERIES 2023 ✦

# La Crescent LIVE

## ◆ HELP BRING LIVE MUSIC TO LA CRESCENT THIS SUMMER ◆

We need your help bringing family-friendly fun to several locations around La Crescent this summer! The La Crescent Lions Club will present free live outdoor performance series on select evenings, but they can't do it alone.

### PERFORMANCE SERIES DATES AND LOCATIONS

#### TUGG

May 30 | 5 p.m.  
Veterans Park

#### Ryan Howe | Full Capacity

June 21 | 6 p.m.  
Downtown

#### Salsa Del Sol

July 28 | 5 p.m.  
Behind the Library

#### The TravAce Trio

August 18 | 7 p.m.  
Veterans Park

### SPONSORSHIP TIERS

#### HALL OF FAME \$1000+

Logo and name placement on main stage-front banner.

Logo and name placement on social media and email promotions.

Live announcement of sponsor name before each concert.

Printed event poster.

#### GRANDSTAND \$500+

Logo and name placement on social media and email promotions.

Live announcement of sponsor name before each concert.

Printed event poster.

#### MUSIC FAN \$250+

Logo and name placement on social media and email promotions.

Printed event poster.

### FOR MORE INFORMATION, PLEASE CONTACT:

La Crescent Live  
CO: La Crescent Lions Club  
PO Box 123 La Crescent, MN 55947  
Email: [friendsoflcopv@gmail.com](mailto:friendsoflcopv@gmail.com)

Creating Community Connections through Enjoyment of the Arts.





♦ YES! ♦

I WOULD LIKE TO HELP BRING  
LIVE MUSIC TO LA CRESCENT.

DONOR NAME: \_\_\_\_\_

TYPE OF DONOR:

*Circle one.*

*Company/corporate*

*Individual/family*

CONTACT PERSON: \_\_\_\_\_

*(If company/corporate)*

STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

DONATION DATE: \_\_\_\_\_

DONATION AMOUNT: \_\_\_\_\_

♦ THANK YOU FOR SUPPORTING LA CRESCENT LIVE! ♦

*This donation is given with the understanding that any funds remaining at the conclusion of the La Crescent Live 2023 Outdoor Performance Series will be used in the planning, promotion, design, and construction of an outdoor performance venue in a public space in the City of La Crescent, MN.*

#6.3

# *Celebrate* **World Migratory Bird Day** **in La Crescent on May 20th**

Enjoy bird banding demonstrations from 7—10 A.M.  
at Vetsch Park in La Crescent.



**LaCrescent**  
MINNESOTA

## **World Migratory Bird Day Event in La Crescent Scheduled for Saturday, May 20, 2023**

A celebration of World Migratory Bird Day will be held Saturday, May 20, in La Crescent at Vetsch Park from 7:00-10:00 AM with a song bird banding demonstration by biologists from the U.S. Fish and Wildlife Service.

The theme of this year's World Migratory Bird Day is "Water: Sustaining Bird Life". The event is open to all ages.

Co-sponsors include the City of La Crescent's Natural Resource Advisory Group and the U.S. Fish and Wildlife Service Biologists' Banding Demonstration Team.

In the event of rain, the event will be canceled with no rain date.

For more information, contact Jim Nissen at [rnissen@acegroup.cc](mailto:rnissen@acegroup.cc)



*Suggested photo caption: Pat Heglund, U.S. Fish and Wildlife Service biologist, about to release a banded cedar waxwing. Photo credit: Ruth Nissen*



#6.4

## Natural Resource Advisory Group

### 5.9.2023 Minutes

**Present:** Betsy Knowles, Marge Loch-Wouters, Jason Ludwigson, Ruth Nissen, Randy Urich, Bill Waller

#### I. Old Business

##### A. Minutes from 4/20/2023 Approved

##### B. Garlic Mustard Volunteer Events

1. Pull dates of 4/22, 5/1 and 5/4 - almost blooming at last date
2. Nine volunteers worked for a total of 26 volunteer hours
3. Ideas for next year include: initially setting multiple sequential dates and times to pull, focus around Earth Week, see if volunteers are available through Scouts, high school groups, United Way. Explore the possibility of using public transit to transport school age volunteers.

##### C. Migratory bird day update - May 20, 7:00-10:00 a.m. Vetsch Park

1. Ruth has written news release and will update flier
2. News release and photos will go to Bill (City posting), Marge (La Crescent Together posting), Betsy (Tribune/HCN)

##### D. Tree Ordinance

1. Jason presented a draft ordinance which he has compiled as well as sources which have been referenced, which include existing ordinances, zoning, and national sources.
2. Discussed specific questions which he presented (using MN Tree Care Program standards, using NRAG as Tree Board).
3. Members will review and send comments directly to Jason as soon as possible so that a revised version can be reviewed before our next meeting.
4. Interest was expressed in running another Tree Steward Training in the fall of 2023.

E. Kistler Park cleanup and sign

1. The gardens were cleaned of dead material on May 2 and May 6
2. There is some plant loss, and the sites are being evaluated for replacements. A city resident has offered seedlings of liatris, meadow blazing star, butterfly milkweed, purple coneflower and showy goldenrod. Diane Waller also has native plants available for filling in.
3. The power lines in the Veterans planting need to be marked.
4. Once the plants have been removed/replaced, additional mulch is needed.
5. The identification sign has reached the final design and will be made.

F. Work plan and trail maintenance meeting notes

1. The trail maintenance meeting notes were discussed and unanimously approved. They are attached at the end of the minutes.
2. The trail maintenance notes will be part of the June agenda for Parks Commission.

II. New Business

A. Proposed dog park off South 7<sup>th</sup> Street

1. Discussed the project size, removal of trees and impact to vegetation.etc.
2. NRAG will meet onsite at 3:45 on May 23 to evaluate.

B. Other

1. Val Green suggested late summer or early fall for forest habitat evaluation.
2. Bill noted that the west boundary of Vetsch has been surveyed.

Next meeting: [May 23 at 3:45 pm at dog park location on S 7th St.](#)  
[No June meeting, July meeting date TBD](#)

## **Attachment - Trail Maintenance Meeting notes 4/3/23**

Present: Jason Ludwigson (City Sustainability Coordinator), Pat Wilson (Friends of the Blufflands), Ruth Nissen (Natural Resource Advisory Group), Marge Loch-Wouters (Park & Rec Commission/Natural Resource Advisory Group), Theresa O'Donnel-Ebner (City Council/Park & Rec Commission), Amelia Meiner (Houston County Environmental Services), Bill Waller (City Administrator), Betsy Knowles (Natural Resource Advisory Group)

**Defining Trail Maintenance:** Many aspects of maintenance have been identified, including:

1. Clearing fallen trees off trails
2. Mitigating erosion
3. Maintaining trail width (addressing encroachment)
4. Invasive species control
5. Maintain overlooks
6. Maintain goat prairies
7. Improving sight lines
8. Developing and maintaining signage

### **Clearing fallen trees off trails:**

City maintenance crew.

Process: Anyone can report a downed tree/dangerously leaning tree impacting trail use in our bluffland parks directly to city admin Bill Waller (preferably with GPS location). Call 507 895-4668 or email him at [bwaller@cityoflakescent-mn.gov](mailto:bwaller@cityoflakescent-mn.gov) to report blocked trails.

### **Maintaining trail width; Mitigating erosion; Improving sight lines:**

City led volunteer group

Process: Trail volunteers, together with Jason Ludwigson, develop proposals for specific projects, which include a detailed description of work to be completed and location on map. The proposal is reviewed by the Natural Resources Advisory Group (NRAG), and needs approval by NRAG and the city before implementation. NRAG will guide maintenance in a way that preserves the resource for all types of users, and in accordance with the Parks Plan. The trail work will be done by crews of volunteers under the direct supervision of city staffer Jason Ludwigson (Sustainability Coordinator). All volunteers must have a waiver on file with the City and it must be updated every 6 months.



### **Invasive Species Control; Maintenance of overlooks; Maintenance of goat prairies**

Natural Resource Advisory Group

Process: Projects are identified by NRAG which are reflective of the Group's Council approved work plan. The work is completed by members of the NRAG, and/or city employees, and/or volunteers (as long as they have a waiver on file with the City.)

### **Developing and maintaining signage**

Responsibility and process was not defined

Project work focus for 2023

Trail work will focus on cutting back encroaching vegetation along trails (like the nettles crowding out the path on Eagle Bluffs' Red Apple Rocks Trail)

Invasive species control in Vetsch Park will focus on spring garlic mustard pull and fall buckthorn control. Sweet white clover on Stoney Point will be addressed in a similar fashion as in 2022.

May 4, 2023

City of La Crescent  
Attn: Jason Ludwigson, Sustainability Coordinator  
315 Main Street, La Crescent, MN 55947  
Delivered via email to jludwigson@cityoflacrescent-mn.gov

RE: FY 2023 Lease of Electric Vehicle Police Cruiser with Carbon Reduction Program funds  
Jurisdiction implementing project: City of La Crescent  
Location: 315 Main Street, La Crescent, Houston County  
State Project Number: **236-080-004** - updated on 5/3/2023

Project Description: \*\*CRP\*\* CITY OF LA CRESCENT: LEASE 1 ELECTRIC VEHICLE TO REPLACE POLICE CRUISER

Dear City of La Crescent,

I am pleased to inform you that the above referenced project has been selected by the La Crosse Area Planning Committee, and reviewed and approved as eligible to be funded under the Carbon Reduction Program by the Minnesota Department of Transportation (MnDOT). This project will be amended into the 2023-2026 State Transportation Improvement Program (STIP), which will be submitted to FHWA and FTA for approval.

The project will be funded with \$12,000 Carbon Reduction Program funds not to exceed 80% of the project budget.

The next step is to incorporate the project into the STIP and work with MnDOT District State Aid Engineer, Fausto Cabral, and MnDOT Central Office State Aid Project Development Engineer, Rachel Broughton, to walk through the next steps to ensure federal project eligibility. Please do not publicly share information about this project until an agreement has been executed to administer this project.

If you have any questions, please contact Fausto Cabral, the State Aid Engineer for District 6, at 507-251-1930, [fausto.cabral@state.mn.us](mailto:fausto.cabral@state.mn.us), or Anna Pierce, 651-366-3793, [anna.m.pierce@state.mn.us](mailto:anna.m.pierce@state.mn.us).

Sincerely,

**Anna Pierce**

Anna Pierce

Carbon Reduction Program Coordinator

Phone: 651-366-3793

[Anna.m.pierce@state.mn.us](mailto:Anna.m.pierce@state.mn.us)

Digitally signed by Anna Pierce  
Date: 2023.05.04 08:10:39 -05'00'

CC: Mark Schoenfelder, MnDOT District 6 Engineer  
Kurt Wayne, MnDOT Acting District 6 Planner  
Fausto Cabral, MnDOT District 6 State Aid Engineer  
John Kahoun, MnDOT District 6 CHIMES Coordinator  
Rachel Broughton, MnDOT State Aid Project Development Engineer  
Amber Dallman, MnDOT Office of Sustainability and Public Health Director  
Siri Simons, MnDOT Office of Sustainability and Public Health Sustainability Program Supervisor  
Bobbi Retzlaff, FHWA MN Division  
Peter Fletcher, La Crosse Area Planning Committee