

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
June 8, 2026
5:00 P.M.

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

1. CONSENT AGENDA

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

- 1.1 MINUTES – MAY 26, 2026
- 1.2 BILLS PAYABLE THROUGH June 5, 2026

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 FEE SCHEDULE AMENDMENT
- 3.2 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.3 WAIVER & RELEASE OF LIABILITY AGREEMENT FOR USE OF WEIGHT ROOM EQUIPMENT LOCATED ON CITY PROPERTY
- 3.4 DEPUTY CITY CLERK POSITION DESCRIPTION
- 3.5 EXPENDITURE REQUEST-FIRE DEPARTMENT THERMAL IMAGING CAMERAS
- 3.6 GAMBLING PERMIT APPLICATION-CASA FOR KIDS, INC.
- 3.7 APPLEFEST REQUESTS
- 3.8 FIRE DEPARTMENT FEMA APPLICATION AND ESTABLISHMENT OF RESERVE FUND FOR FUTURE CAPITAL NEEDS
- 3.9 WALKING TOUR-WALNUT STREET PROJECT (Public Works Director Tyler Benish will present on the upcoming Walnut St. reconstruction project. The City Council will then recess for 10 minutes and reconvene at the corner of S. 1st. St. and Elm St. The walking tour will conclude at N. 1st. St. and Elm St.) *No official action will be taken during this time.*
- 3.10

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336 SOUTH FIRST STREET
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3.11

4. UNFINISHED BUSINESS

4.1

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 EXPLORE LA CROSSE-APRIL 2026 MINUTES

6.2 EXPLORE LA CROSSE-MAY 2026 AGENDA

6.3

7. CORRESPONDENCE

7.1

8. HOUSTON COUNTY

8.1

9. CHAMBER OF COMMERCE

9.1

10. ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
MAY 26, 2026

Pursuant to due call and notice thereof, the second 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 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Tuesday, May 26, 2026.

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

ITEM 1 – CONSENT AGENDA

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

- 1.1 MINUTES – MAY 11, 2026
- 1.2 BILLS PAYABLE THROUGH – MAY 22, 2026
- 1.3 CASH BALANCE/ACTIVITY REPORT – APRIL 2026
- 1.4 LIBRARY REPORT – APRIL 2026

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

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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

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

ITEM 3.1 – ADDENDUM TO PURCHASE AGREEMENT FOR 421 WALNUT PLACE

City Administrator Hanan and City Attorney Wieser reviewed with City Council a proposed Amendment to the Purchase Agreement between the City of La Crescent (“Buyer”) and Matthew A. Olson (“Seller”) for the property located at 421 Walnut Place North. The amendment makes several clarifications and adjustments to the original agreement to support a smooth closing and transition of the property. Attorney Wieser provided the following potential findings to support the purchase of 421 Walnut Place:

1. The proposed acquisition of the subject property is consistent with the goals and policies of the City’s Comprehensive Plan, which identifies the importance of guiding redevelopment, public investment, and land use decisions in a manner that promotes orderly growth, redevelopment, and community vitality.
2. The City Council finds that acquisition of the property supports implementation of the Comprehensive Plan objective to increase the frequency of successful infill and redevelopment projects that add value and increase the use of existing City parcels, particularly where public participation may be necessary to facilitate redevelopment or future public purposes.
3. The City Council further finds that public acquisition of strategically located property may be necessary where redevelopment or coordinated planning is unlikely to occur solely through private action.
4. The City Council finds that acquisition of the property will promote the public health, safety, and welfare by allowing the City to preserve, assemble, redevelop, or improve land in a manner consistent with the City’s adopted vision for efficient development.
5. The City Council finds that acquisition of the property supports the Comprehensive Plan policy of coordinating land use decisions with existing and planned public infrastructure, thereby promoting efficient delivery of municipal services and reducing the long-term cost of public improvements.
6. The City Council finds that public ownership of the property will provide flexibility for future implementation of Comprehensive Plan priorities, including economic development objectives.
7. The proposed purchase is in the best interest of the City because it provides the City with the ability to proactively plan for future municipal, redevelopment, economic development, transportation, housing, or other public purposes identified within the Comprehensive Plan and related planning documents.

It was recommended that City Council approve the Amendment to the purchase agreement, approve the recommended findings, authorize the Mayor and City Administrator to sign the closing documents with a closing date of June 4, 2026, contingent on Planning Commission approval. Following discussion, Member O’Donnell-Ebner made a motion seconded by Member Langen as follows:

MOTION TO APPROVE THE AMENDMENT TO THE PURCHASE AGREEMENT BETWEEN THE CITY OF LA CRESCENT (“BUYER) AND MATTHEW A. OLSON (“SELLER”) FOR THE PROPERTY LOCATED AT 421 WALNUT PLACE NORTH, APPROVE THE FINDINGS, AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE CLOSING DOCUMENTS WITH A CLOSING DATE OF JUNE 4, 2026, CONTINGENT ON PLANNING COMMISSION APPROVAL.

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

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

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

ITEM 3.2 – PERSONNEL COMMITTEE RECOMMENDATION

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

1. That the City Council accept the resignations of Officer Darin Daveau, Eileen Krenz, and Dave Krenz from the Heart Safe Committee and appoint Officer Bryce Helke, Beth Theede (school district), and Brent Thesing (fire department). Following discussion, Member Langen made a motion, seconded by Member Jostad as follows:

MOTION TO ACCEPT THE RESIGNATIONS OF OFFICER DARIN DAVEAU, EILEEN KRENZ, AND DAVE KRENZ FROM THE HEART SAFE COMMITTEE AND APPOINT OFFICER BRYCE HELKE, BETH THEEDE (SCHOOL DISTRICT), AND BRENT THESING (FIRE DEPARTMENT).

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

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

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

2. That the City Council accept the resignation of City Clerk Angie Boettcher effective November 30, 2026. The City Administrator and Finance Director will work to update the job description and will bring a recommendation back to the City Council for posting the position. Budget adjustments may be necessary to allow time for training and replacement. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO ACCEPT THE RESIGNATION OF CITY CLERK ANGIE BOETTCHER EFFECTIVE NOVEMBER 30, 2026, AND APPROVE CITY ADMINISTRATOR HANAN AND FINANCE DIRECTOR TARRENCE TO UPDATE THE CITY CLERK JOB DESCRIPTION AND BRING BACK TO COUNCIL FOR APPROVAL.

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

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

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

3. That the City Council accept the resignation of Investigator Tanner Weinfurtnner effective June 5, 2026, and advertise for a full-time police officer. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO ACCEPT THE RESIGNATION OF INVESTIGATOR TANNER WEINFURTNER EFFECTIVE JUNE 5, 2026, AND APPROVE THE ADVERTISING FOR A FULL-TIME POLICE OFFICER.

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

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

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

ITEM 3.3 – AMENDMENT TO CHAPTER 121 OF THE CODE OF ORDINANCES (CANNABIS BUSINESS REGULATIONS) RELATED TO LOW POTENCY HEMP

City Attorney Wieser reviewed an amendment to Ordinance No. 587 with City Council. The Ordinance was adopted by the City Council in December 2024 in response to the legalization of adult use cannabis in Minnesota. Prior to the enactment of Minnesota Adult Use Cannabis law, Low Potency Hemp Edibles (LPHEs) were regulated through a registration system headed by the Minnesota Board of Pharmacy. This has now switched to the Minnesota Office of Cannabis Management (OCM). Effective May 1, 2026, businesses selling LPHEs require to obtain a license issued by OCM under Minnesota Chapter 342 and also the City.

Changes include:

1. Cities cannot prohibit LPHE businesses or limit the number of retail registrations for LPHEs. This is different from the registration for cannabis retailers.
2. The City is required to do annual compliance checks.
3. The retail registration fee is \$125.00 per registration.

The amendment addresses the location of LPHEs by zoning district and imposes age and storage restrictions. Following discussion, Member O’Donnell-Ebner introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 601

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING ORDINANCE NO. 587 REGULATING CANNABIS BUSINESSES IN THE CITY OF LA CRESCENT, MINNESOTA AND AUTHORIZING THE CONSECUTIVE RENUMBERING OF SUBSEQUENT SUBSECTIONS

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

SECTION I – PURPOSE. The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes City of La Crescent to protect the public health, safety, welfare of City of La Crescent residents by regulating cannabis businesses within the legal boundaries of City of La Crescent.

SECTION II – Ordinance No. 587 adopted on December 9, 2024, and titled “AN ORDINANCE OF THE CITY OF LA CRESCENT TO REGULATE CANNABIS BUSINESSES” is hereby amended to include and read as follows:

SECTION 5 LOWER-POTENCY HEMP EDIBLES

Section 5.1 Sale of Low Potency Hemp Edibles

The sale of Low-Potency Edibles is permitted, subject to the conditions within this Section.

Section 5.2 Zoning Districts

Low-Potency Edibles businesses are permitted as a permitted business in the following zoning districts:

- C-1, Commercial District
- CBD-1 and CBD-2, Central Business District
- Commercial-Planned Development Overlay, if Waiver is granted, or as explicitly identified within the Planned Development Agreement.

Section 5.3 Age Requirements

The sale of Low-Potency Edibles is permitted only in places that admit persons 21 years of age or older

Section 5.4 Beverages

The sale of Low-Potency Edibles Hemp Beverages is permitted in places that meet requirements of this section.

Section 5.5 Storage of Product

Low-Potency Edibles shall be sold behind a counter and stored in a locked case.

SECTION III – AUTHORIZATION TO RENUMBER. The City Clerk is hereby authorized to make numerical, alphabetical, and formatting changes including the correction and cross reference as may be necessary to integrate this amendment.

SECTION V – EFFECTIVE DATE. Ordinance No. 587, an ordinance regulating cannabis businesses dated December 9, 2024, is hereby amended upon this ordinance becoming effective.

PASSED AND ENACTED this _____ day of _____, 2026.

Mayor

ATTEST:

City Administrator

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

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

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

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 601 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR.

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

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

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

ITEM 3.4 – UPDATE ON PENDING LAWSUIT: Gregory M. Meinertz, Rebecca M. Wolf v. Town of La Crescent a/k/a La Crescent Township, a Minnesota Municipal Corporation, City of La Crescent, a Minnesota Municipal Corporation, Houston County Case No. 28-CV-24-518

City Attorney Wieser provided City Council with an update on the pending lawsuit. This item was informational only. No action was required.

ITEM 3.5 – CONSIDERATION OF FOUTS FIRE 2000 GALLON TANKER TRUCK PURCHASE

La Crescent Fire Chief Tarrence was in attendance and reviewed with City Council a request from the La Crescent Fire Department to purchase a FOUTS Fire 2000-Gallon Tanker. The current truck the Fire Department uses is a 1996 International with an 1800-gallon stainless steel water tank. It does not have the capabilities of pumping water, only hauling water. The FOUTS Fire 2000-gallon tanker is fitted with an

onboard Hale 100-gallon per minute pump. The truck is being sold by Fire Safety USA in Rochester, Minnesota for \$394,500. Included for City Council review were photos of the current truck, specifications for the proposed truck, and a proposed payment agreement of \$94,680 with the La Crescent Township. It was recommended that City Council approve the purchase of the FOUTS Fire 2000-gallon tanker for \$394,500. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO AUTHORIZE THE PURCHASE OF THE FOUTS FIRE 2000-GALLON TANKER FOR \$394,500 FROM FIRE SAFETY USA IN ROCHESTER, MINNESOTA, CONTINGENT ON THE TOWNSHIPS CONTRIBUTION OF \$94,680.

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

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

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

ITEM 3.6 – PLANNING COMMISSION RECOMMENDATIONS-TWO CONSIDERATIONS:

1. CONSIDERATION OF FINAL PLAT-COULEE REGION PROPERTY

Coulee Region Property Management has submitted the Final Plat application for three parcels located at 318 South Walnut Street, 309 South Oak Street, and an unaddressed parcel in between. This is in regards to the Preliminary Plat that was approved during the February 9th, 2026, regular City Council meeting. The Planning Commission is recommending to the City Council, the approval of the Final Plat with the following Conditions of Approval and Findings:

Conditions of Approval:

1. Grading, Drainage, and Erosion Control Plan approved by the City Engineer.
2. Stormwater Pollution Prevention Plan approved by the City Engineer. Drainage calculations need to be submitted to meet city and state requirements.
3. Developer enters into a Development Agreement with the City to be approved by the City Attorney and City Council prior to the final plat. Development Agreement will address the following:
 - a. Incorporating all representations of applicant/developer contained in December 17, 2025 application to the City including, but not limited to:
 - i. Removal of all nonconforming features prior to October 31, 2026;

- ii. Amending the grading and construction plan to remove the bituminous parking on City owned property;
 - iii. Address canopy removal prior to October 31, 2026;
 - iv. Access road will be aligned to modify with this intersection of South 4th Street and Oak Street.
 - b. All mortgagee(s) of record will join in execution of the plat.
 - c. All easements of record being clearly identified on the plat.
 - d. Developer installing a sidewalk as contained in their application no later than November 2026.
 - e. All items identified by WHKS in correspondence dated January 26, 2026.
 - f. The City will allow a curb cut at 401 South Oak Street. Any utility relocation will be at applicant's expense.
4. The applicant will submit plat to MNDOT for review and comment before approval of final plat.
 5. The applicant/developer will abide by all representations made by the applicant/developer or their agents made during the permitting process, to the extent those representations were not negated by the Planning Commission or City Council and to the extent they are not inconsistent with the spirit or explicit conditions of the conditional use permit.
 6. That the applicant/developer comply with all applicable federal, state, and local regulations.
 7. Additional easements required by private utility companies, if any, should be platted. All proposed utility conduit crossings must be shown on the final plans. All related private utility fees shall be paid by the Developer.
 8. No sitework will begin until approval and reordering of the final plat.

Findings:

1. The property owner proposes to use the property in a reasonable manner permitted by the Zoning Ordinance
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. The basic layout is acceptable.
4. The proposed development is consistent with the general vision for the city.
5. 401 Oak Street South was rezoned commercial by the city in 2010.

- 6. The access road design is compliant with Minnesota Fire Code. Applicant has conducted a traffic study by a licensed engineer. The traffic study has been reviewed and approved by the city engineer.

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

MOTION TO APPROVE THE COULEE REGION PROPERTY MANAGEMENT FINAL PLAT FOR THREE PARCELS LOCATED AT 318 SOUTH WALNUT STREET, 309 SOUTH OAK STREET, AND AN UNADDRESSED PARCEL WITH THE CONDITIONS OF APPROVAL AND FINDINGS AS STATED.

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

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

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

City Attorney Wieser reviewed with City Council three changes to the Development Contract with Coulee Region Property Management made after the submission of the council packet as follows:

- 1. Delete the term "Owners"
- 2. Identify in section 1.12 that the Developer has to make the obligations contained in Article 3
- 3. Addition of paragraph 8.14, Expiration of Agreement

It was recommended that City Council approve the changes. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE THREE CHANGES TO THE DEVELOPMENT CONTRACT WITH COULEE REGION PROPERTY MANAGEMENT AS STATED.

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

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

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

2. CONSIDERATION OF ADMINISTRATIVE SUBDIVISION – 404/408 BACKSTRETCH COURT

An application for an Administrative Subdivision was submitted by Barbara Olson for the two abutting properties, she owns, located at 404 and 408 Backstretch Court. She is seeking approval to move the rear property pin 15 feet from 408 Backstretch Court towards 404 Backstretch Court. The Planning Commission recommends approval with the following Conditions of Approval and Findings:

Conditions of Approval:

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

Findings of fact:

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

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

MOTION TO APPROVE THE ADMINISTRATION SUBDIVISION FOR 404/408 BACKSTRETCH COURT WITH THE CONDITIONS AND FINDINGS AS STATED.

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

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

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

ITEM 3.7 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations made to the City for the Month of May. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption.

RESOLUTION NO. 05-26-11

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT IN MAY 2026**

WHEREAS, the following donations were made to the City of La Crescent in the month of May 2026:

1. James and Kathryn Rozovics wish to donate \$250.00 to the La Crescent Fire Department.
2. Lions Club of La Crescent wishes to donate \$3,406.91 for four folding picnic tables purchased from Lifetime and two memorial benches purchased from EFA to the La Crescent City parks in Memory of Ron McKelvey and Phil Dahlen.

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

ADOPTED this 26th Day of May 2026.

SIGNED:

Mayor

ATTEST:

City Clerk

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

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

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

**ITEM 3.8 – REQUEST FOR APPROVAL OF THE ALL-SCHOOL REUNION TO BE HELD
JULY 18, 2026**

City Council reviewed a request from Lancer Alumni Association representative Sarah Dohnalik to hold an All School Reunion on Saturday, July 18, 2026, at the La Crescent Community Arena from 2:00 pm to 10:00 pm. Requests include:

- Approval of the use of the La Crescent Community Arena.
- Approval to allow licensed food vendors at the arena.
- Approval of a beverage license to sell beer and wine at the event.

It was recommended that City Council approve the event request. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE LANCER ALUMNI ASSOCIATION TO HOLD AN ALL SCHOOL REUNION ON SATURDAY, JULY 18, 2026, AT THE LA CRESCENT COMMUNITY ARENA FROM 2:00 PM TO 10:00 PM AND REQUESTS AS STATED.

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

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

Mayor Poellinger Yes

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

ITEM 3.9 – RENEWAL OF CANNABIS RETAIL BUSINESS LICENSE – DO BE KIND

City Council reviewed a memo from City Administrative Assistant Chris Fortsch regarding a renewal of registration from Max Weber, owner of Do Be Kind. The application appears to be in order, and it was recommended that City Council approve the renewal. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE REGISTRATION RENEWAL APPLICATION FROM MAX WEBER FOR DO BE KIND.

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

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

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

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:01 P.M.

APPROVAL DATE:

SIGNED:

Mayor

ATTEST:

City Administrator



TO: Honorable Mayor and City Council Members
FROM: Cassie Hanan, City Administrator
DATE: June 5, 2026
RE: Bills payable

Attached for review and consideration by the City Council are the bills payable for the period ending June 5, 2026. We would suggest that the City Council approve the payment of the bills payable as presented.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A1 PRECISION PUMPING INC						
14583	UNPLUG SEWER BY LIBRARY	05/08/2026	400.00	.00		
Total 9080:			400.00	.00		
ACENTEK						
5/26 STMT	STREETS PHONE CHARGES	05/31/2026	43.85	.00		
5/26 STMT	ARENA PHONE CHARGES	05/31/2026	310.03	.00		
5/26 STMT	GOLF COURSE PHONE CHARGES	05/31/2026	452.38	.00		
5/26 STMT	WATER DEPT PHONE CHARGES	05/31/2026	154.57	.00		
5/26 STMT	POLICE DEPT PHONE CHARGES	05/31/2026	315.77	.00		
5/26 STMT	LIBRARY PHONE CHARGES	05/31/2026	138.09	.00		
5/26 STMT	PARKS PHONE CHARGES	05/31/2026	164.90	.00		
5/26 STMT	SEWER DEPT PHONE CHARGES	05/31/2026	125.16	.00		
5/26 STMT	BLDG/ZNG PHONE CHARGES	05/31/2026	91.48	.00		
5/26 STMT	FIRE DEPT PHONE CHARGES	05/31/2026	477.26	.00		
5/26 STMT	POOL PHONE CHARGES	05/31/2026	173.66	.00		
5/26 STMT	LIC BUR PHONE CHARGES	05/31/2026	170.43	.00		
5/26 STMT	PUBLIC WORKS PHONE CHARGES	05/31/2026	91.48	.00		
5/26 STMT	CITY HALL PHONE CHARGES	05/31/2026	411.66	.00		
Total 24:			3,120.72	.00		
AFLAC						
5/26 STMT	INSURANCE PREMIUMS	06/01/2026	42.00	.00		
Total 72:			42.00	.00		
AFSCME						
5/26 DUES	PAYROLL DEDUCTED UNION DUES	06/01/2026	570.24	.00		
Total 25:			570.24	.00		
AMAZON CAPITAL SERVICES						
13VV-R3K1-1P33	PARKS - EQUIPMENT REPAIR	05/26/2026	31.98	.00		
14DM-RT7W-6Q	LIBRARY - BOOKS	06/04/2026	15.00	.00		
14P1-3VYG-N69	MAINT - OFFICE SUPPLIES	06/03/2026	167.67	.00		
14QF-7YM9-6TN	POOL - BUILDING MAINT	05/20/2026	29.79	.00		
19PG-Y414-GW	LIBRARY - BOOKS GRANT FUNDED	05/28/2026	30.74	.00		
19PG-Y414-GW	LIBRARY - BOOKS	05/28/2026	10.04	.00		
1DVD-G3KD-DN	POOL - CHEMICAL TESTING	06/04/2026	43.50	.00		
1JJ1-FHW3-D1W	LIBRARY - BOOKS	05/31/2026	44.19	.00		
1JK6-C74R-NHC	LIBRARY - BOOKS	05/29/2026	11.39	.00		
1LYC-FRV9-9JLX	LIBRARY - BOOKS GRANT FUNDED	05/31/2026	19.25	.00		
1LYC-FRV9-9JLX	LIBRARY - BOOKS	05/31/2026	35.73	.00		
1MD4-YLW9-FFF	LIBRARY - OFFICE SUPPLIES	06/04/2026	78.96	.00		
1N1D-HLMR-PM	POOL - CONCESSIONS	05/29/2026	39.76	.00		
1N1D-HLMR-PM	POOL - OFFICE SUPPLIES	05/29/2026	132.62	.00		
1N3T-3G3J-FR9	POLICE DEPT - OFFICE SUPPLIES	05/26/2026	59.96	.00		
1QG4-X6XV-Y49	LIBRARY - BOOKS GRANT FUNDED	05/26/2026	181.55	.00		
1QTK-1YLC-NW	LIBRARY - BOOKS GRANT FUNDED	05/27/2026	26.16	.00		
1RLG-JJK1-VYD	LIBRARY - BOOKS GRANT FUNDED	05/24/2026	72.92	.00		
1WJ4-HMVD-1H	POLICE DEPT - OFFICE SUPPLIES	06/03/2026	191.19	.00		
1WJ4-HMVD-1H	CITY HALL - OFFICE SUPPLIES	06/03/2026	66.24	.00		
1WRF-QNF3-TL	FIRE DEPT - CLEANING SUPPLIES	05/27/2026	37.98	.00		
1YPC-VCJH-RN	POLICE DEPT - CLEANING SUPPLIES	06/03/2026	111.04	.00		
1YPC-VCJH-RN	PARKS - CLEANING SUPPLIES	06/03/2026	47.96	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1YPC-VCJH-RN	CITY HALL - OFFICE SUPPLIES	06/03/2026	20.91	.00		
Total 9956:			1,506.53	.00		
AUTO VALUE LA CROSSE						
516570255	GC - FILTER FOR MOWER	05/21/2026	81.29	.00		
Total 2106:			81.29	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
6/26 STMT	EMPLOYER PAID DENTAL -PARKS	06/03/2026	10.02	10.02	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -PD	06/03/2026	272.68	272.68	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -REC	06/03/2026	5.52	5.52	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -SEWER	06/03/2026	43.31	43.31	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -STREETS	06/03/2026	64.66	64.66	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -WATER	06/03/2026	61.36	61.36	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -CLERK	06/03/2026	131.06	131.06	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -LICENSE BUREAU	06/03/2026	172.46	172.46	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -LIBRARY	06/03/2026	50.11	50.11	06/03/2026	
6/26 STMT	EMPLOYER PAID DENTAL -FD	06/03/2026	6.90	6.90	06/03/2026	
6/26 STMT	DENTAL INSURANCE WITHHELD	06/03/2026	567.49	567.49	06/03/2026	
6/26 STMT	A/R DENTAL- ROSE ALBRECHT	06/03/2026	50.11	50.11	06/03/2026	
6/26 STMT	A/R DENTAL- PHYLLIS FEIOCK	06/03/2026	50.11	50.11	06/03/2026	
6/26 STMT	A/R DENTAL- PAUL KENAGA	06/03/2026	100.26	100.26	06/03/2026	
6/26 STMT	A/R DENTAL- DEB OLIVER	06/03/2026	50.11	50.11	06/03/2026	
6/26 STMT	A/R DENTAL- BARB GILE	06/03/2026	100.26	100.26	06/03/2026	
Total 9858:			1,736.42	1,736.42		
BKC CONSTRUCTION LLC						
7688	WATER MAIN BREAK 113 N HILL ST	05/21/2026	18,189.33	.00		
Total 10339:			18,189.33	.00		
CITY OF LA CRESCENT						
5/26 ANIMAL RE	WATER/SEWER UTIL - ANIMAL RESCUE	05/31/2026	345.29	.00		
5/26 OLD HICKO	WATER/SEWER UTIL.-OLD HICKORY PARK SHELTER	05/31/2026	47.48	.00		
Total 196:			392.77	.00		
CMI, INC.						
8081082	POLICE DEPT. - CYLANDERS FOR BREATH TEST	05/22/2026	408.56	.00		
Total 443:			408.56	.00		
CORKY'S PIZZA & ICE CREAM						
6/2/26	PD - TRAINING	06/02/2026	77.60	.00		
Total 241:			77.60	.00		
CULLIGAN WATER CONDITIONING						
285X22421907	MAINT - WATER COOLER RENTAL	06/01/2026	39.95	.00		
285X22421907	PD - WATER COOLER RENTAL	06/01/2026	39.95	.00		
285X22421907	CITY HALL - WATER COOLER RENTAL	06/01/2026	39.95	.00		
285X22441806	FD - WATER COOLER RENTAL	06/01/2026	39.95	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 231:			159.80	.00		
CUSTOM ALARM						
638841	GC - MONTHLY ALARM MONITORING SYSTEM	06/01/2026	46.89	.00		
Total 290:			46.89	.00		
DAVY LABORATORIES						
26E0319	WATER TESTING	05/27/2026	120.00	.00		
26E0347	WATER TESTING	05/28/2026	120.00	.00		
Total 312:			240.00	.00		
DEBOER, JOSH						
5/26 REIMB	PD - REIMBURSE MEALS FOR TRAINING	05/21/2026	39.55	.00		
Total 10190:			39.55	.00		
DENSTAD, RICK						
5753	SAND - WIESER PARK	05/17/2026	285.00	.00		
Total 8972:			285.00	.00		
DEPT OF NATURAL RESOURCES						
5/19/26-5/26/26	WEEKLY RECREATIONAL VEH. REGIST.	05/26/2026	3,612.87	3,612.87	06/01/2026	
5/27/26-6/1/26	WEEKLY RECREATIONAL VEH. REGIST.	06/01/2026	3,555.11	3,555.11	06/05/2026	
Total 318:			7,167.98	7,167.98		
DOBECK, RHODA						
5/26 LIBRARY	LIBRARY- CLEANING	05/31/2026	193.75	.00		
Total 10098:			193.75	.00		
EARL F ANDERSEN INC						
0142782-IN	MEMORIAL BENCHES	05/20/2026	1,966.95	.00		
Total 404:			1,966.95	.00		
ECM PUBLISHERS, INC.						
1099979	AD - SUMMARY OF ORD #600	05/20/2026	42.75	.00		
1099980	AD FOR REDWOOD STORM SEWER BID	05/20/2026	237.50	.00		
Total 8062:			280.25	.00		
ECO THRIVE, LLC						
5/26 REIMB	MILEAGE REIMBURSEMENT	05/27/2026	242.15	.00		
Total 9632:			242.15	.00		
EFTPS - ELECTRONIC FEDERAL TAX						
5/22/26 P/R	FED/FICA/MEDICARE	05/27/2026	24,257.87	24,257.87	05/27/2026	
Total 1127:			24,257.87	24,257.87		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FARRELL EQUIPMENT & SUPPLY CO.						
316495	PARKS - SAW BLADE	05/28/2026	109.99	.00		
Total 8459:			109.99	.00		
FIRST SUPPLY LLC - LA CROSSE						
15146931-00	WATER PLANT - CHEMICAL VALVE REPAIR	05/29/2026	240.19	.00		
15148712-00	WATER PLANT - CHEMICAL FEED VALVE	05/11/2026	2,117.00	.00		
15154684-00	POOL - REPAIR SUCTION LINE	05/14/2026	84.92	.00		
15167363-00	POOL - BATHROOM REPAIR	05/27/2026	8.75	.00		
15168527-00	POOL - BATHROOM REPAIR	05/27/2026	17.00	.00		
15169238-00	POOL - BATHROOM REPAIR	05/27/2026	15.18	.00		
Total 557:			2,483.04	.00		
GOPHER STATE ONE-CALL						
6050522	WATER - LOCATE	05/31/2026	76.27	.00		
6050522	SEWER - LOCATE	05/31/2026	76.28	.00		
Total 620:			152.55	.00		
HAWKINS INC.						
7433252	WATER TREATMENT PLANT - CHEMICAL PUMP	05/20/2026	3,295.98	.00		
7441040	WATER PLANT - CHEMICALS	05/28/2026	7,489.13	.00		
7441944	POOL - CHEMICALS	05/28/2026	2,750.90	.00		
Total 512:			13,536.01	.00		
HILLTOPPER REFUSE & RCYL SRVC						
5/26 BAGS	MONTHLY REFUSE P/U	05/31/2026	6,612.00	.00		
5/26 GOLF	RECYCLING & REFUSE P/U GOLF COURSE	05/31/2026	255.07	.00		
5/26 STMT	RECYCLING P/U FIRE DEPT	05/31/2026	16.48	.00		
5/26 STMT	REFUSE P/U MAINT SHOP	05/31/2026	230.71	.00		
5/26 STMT	CITYWIDE RECYCLING P/U	05/31/2026	7,801.10	.00		
5/26 STMT	REFUSE P/U CITY HALL	05/31/2026	67.89	.00		
5/26 STMT	REFUSE P/U ARENA	05/31/2026	160.00	.00		
5/26 STMT	REFUSE P/U ANIMAL RESCUE	05/31/2026	76.53	.00		
5/26 STMT	REFUSE P/U LIBRARY	05/31/2026	10.45	.00		
5/26 STMT	REFUSE P/U FIRE DEPT	05/31/2026	26.11	.00		
5/26 STMT	REFUSE P/U PARKS	05/31/2026	405.37	.00		
Total 9233:			15,661.71	.00		
HOKAH CO-OP OIL ASSOCIATION						
288118	PARKS - GRASS SEED FOR DOG PARK & WIESER PARK	05/14/2026	1,142.40	.00		
Total 715:			1,142.40	.00		
HOUSTON CNTY TREASURER						
25.1021.000	RECORDING OF VARIANCE	06/04/2026	46.00	.00		
Total 721:			46.00	.00		
3132	PD - TRAINING ANNUAL IN-SERVICE	05/26/2026	225.00	.00		
Total 751:			225.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
INGRAM LIBRARY SERVICES LLC						
96854373	LIBRARY - BOOKS GRANT FUNDED	05/27/2026	20.19	.00		
96884027	LIBRARY - BOOKS	05/28/2026	20.49	.00		
96884028	LIBRARY - BOOKS	05/28/2026	11.51	.00		
96884029	LIBRARY - BOOKS	05/28/2026	168.13	.00		
96954366	LIBRARY - BOOKS	06/01/2026	35.15	.00		
97025872	LIBRARY - BOOKS	06/03/2026	19.68	.00		
97025873	LIBRARY - BOOKS	06/03/2026	39.16	.00		
Total 10337:			314.31	.00		
INTERNATIONAL UNION OF						
5/26 DUES	GC - UNION DUES WITHHELD	06/01/2026	350.00	.00		
Total 8293:			350.00	.00		
J & K OF LA CROSSE, INC.						
74132	CLEANING SERVICE - WIESER PAVILION	06/01/2026	505.00	.00		
74169	WINDOW CLEANING - WIESER PAVILION	06/04/2026	345.00	.00		
Total 10265:			850.00	.00		
JE & SM ENTERPRISES						
2078	POOL - CONCESSIONS	05/17/2026	352.00	.00		
2090	POOL - CONCESSIONS	05/25/2026	704.00	.00		
Total 10358:			1,056.00	.00		
KANSAS CITY LIFE INSURANCE CO.						
6/26 STMT	EMPLOYER PAID INS. -CLERK	06/02/2026	24.05	24.05	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -LIBRARY	06/02/2026	27.86	27.86	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -PD	06/02/2026	56.35	56.35	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -REC	06/02/2026	1.82	1.82	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -SEWER	06/02/2026	11.01	11.01	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -STREET	06/02/2026	21.73	21.73	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -WATER	06/02/2026	13.80	13.80	06/02/2026	
6/26 STMT	P/R DEDUCTIONS	06/02/2026	397.55	397.55	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -FD	06/02/2026	1.27	1.27	06/02/2026	
6/26 STMT	EMPLOYER PAID INS. -PARKS	06/02/2026	3.45	3.45	06/02/2026	
Total 8915:			558.89	558.89		
KARIN ANDERSON GRANTWRITING						
5/27/26 FEMA G	FD - GRANTWRITING ASSISTANCE	05/27/2026	1,300.00	1,300.00	05/27/2026	
Total 10357:			1,300.00	1,300.00		
KWIK TRIP INC						
5/26 STMT	FD - FUEL	05/31/2026	142.42	.00		
5/26 STMT	POOL - CONCESSIONS	05/31/2026	41.41	.00		
5/26 STMT	SEWER - FUEL	05/31/2026	92.12	.00		
5/26 STMT	B&Z - CAR WASH	05/31/2026	9.93	.00		
5/26 STMT	B&Z - FUEL	05/31/2026	62.05	.00		
5/26 STMT	PD - WASHER FLUID	05/31/2026	5.78	.00		
5/26 STMT	PD - FUEL	05/31/2026	2,371.05	.00		
5/26 STMT	STREETS - FUEL	05/31/2026	761.81	.00		
5/26 STMT	WATER - FUEL	05/31/2026	92.12	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5/26 STMT	PARKS - FUEL	05/31/2026	995.84	.00		
Total 1014:			4,574.53	.00		
LA CRESCENT AUTO REPAIR, INC						
36668	PD - P21 REPLACE WATER PUMP	05/20/2026	681.93	.00		
36798	STREETS - 1 TON FRONT END REPAIR	05/20/2026	3,600.53	.00		
36906	PD - P19 VEHICLE MAINTENANCE	05/20/2026	79.82	.00		
37152	PD - P19 REPLACE RADIATOR	05/20/2026	1,843.67	.00		
37175	STREETS - 2023 SILVERADO REPAIR	05/20/2026	302.40	.00		
37192	PD - P21 VEHICLE MAINTENANCE	05/20/2026	51.76	.00		
37268	PD - P17 VEHICLE REPAIR	05/20/2026	217.32	.00		
Total 8168:			6,777.43	.00		
LA CRESCENT CHAMBER OF COMMERCE						
280	GC - AD IN VISITORS GUIDE	04/22/2026	320.00	.00		
Total 1142:			320.00	.00		
LA CRESCENT ROCK PRODUCTS INC						
26-167	STREETS - ROCK FOR SHOP	05/31/2026	205.05	.00		
26-167	ROCK FOR WATER MAIN BREAK - N HILL	05/31/2026	194.40	.00		
26-167	PARKS - SCREENINGS	05/31/2026	139.28	.00		
Total 1121:			538.73	.00		
LA CROSSE COUNTY TREASURER						
MPO006 (2026)	LAPC LOCAL SHARE DUES - 2026	06/01/2026	3,963.36	.00		
Total 1098:			3,963.36	.00		
LAPHAM'S CLEANING LLC						
43	CITY HALL - CLEANING	05/24/2026	1,500.00	.00		
Total 10121:			1,500.00	.00		
LAW ENFORCEMENT LABOR SERVICES						
5/26 DUES	PD - PAYROLL DEDUCTED UNION DUES	06/01/2026	584.00	.00		
Total 1134:			584.00	.00		
LAXPRINT.COM						
11120	ELECTION PRECINCT MAPS	05/21/2026	80.00	.00		
Total 9554:			80.00	.00		
LEASE SERVICING CENTER, INC.						
52827	PD TESLA - LEASE PYMT PRINCIPAL	06/01/2026	1,069.01	1,069.01	06/01/2026	
52827	PD TESLA - LEASE PYMT INTEREST	06/01/2026	198.31	198.31	06/01/2026	
52827	EQUINOX - LEASE PYMT PRINCIPAL	06/01/2026	1,426.26	1,426.26	06/01/2026	
52827	EQUINOX - LEASE PYMT INTEREST	06/01/2026	240.41	240.41	06/01/2026	
Total 10152:			2,933.99	2,933.99		
MENARDS-LA CROSSE						
27629	POOL - EQUIP REPAIR	05/15/2026	14.64	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
28009	POOL - CHEMICALS	05/23/2026	74.85	.00		
28143	PARKS - OLD HICKORY RESTROOM MAIN	05/27/2026	39.97	.00		
Total 1352:			129.46	.00		
MIDWEST TAPE						
508892811	LIBRARY- MOVIES GRANT FUNDED	05/21/2026	26.99	.00		
Total 9851:			26.99	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
5/22/26P/R00156	MN CHILD SUPPORT	05/27/2026	525.14	525.14	05/27/2026	
Total 9597:			525.14	525.14		
MINNESOTA DEPARTMENT OF HEALTH						
2ND QTR 2026	QTRLY STATE WATER CONNECTION FEE	06/03/2026	7,971.48	7,971.48	06/03/2026	
3RD QTR 2025	QTRLY STATE WATER CONNECTION FEE	01/01/2026	5,090.85	5,090.85	05/28/2026	
Total 1396:			13,062.33	13,062.33		
MINNESOTA DEPT OF REVENUE						
5/22/26 P/R	MN STATE WHT	05/28/2026	4,941.00	4,941.00	05/28/2026	
Total 227:			4,941.00	4,941.00		
MN DEPT OF TRANSPORTATION						
P00021221	BRIDGE INSPECTION	05/19/2026	710.32	.00		
Total 1364:			710.32	.00		
MN FIRE SERVICE CERT. BOARD						
15746	FD - FF1 CERTIFICATION EXAM B. THESING	05/27/2026	131.00	.00		
Total 1270:			131.00	.00		
MORRIS ELECTRONICS INC.						
20263	CLERK - G1 LICENSES	05/26/2026	99.80	.00		
20263	POOL - G3 LICENSES	05/26/2026	24.80	.00		
20263	GOLF COURSE - G1 LICENSES	05/26/2026	9.98	.00		
20263	POLICE DEPT - G1 LICENSES	05/26/2026	79.84	.00		
20263	CLERK - G3 LICENSES	05/26/2026	99.20	.00		
20263	WATER - G3 LICENSES	05/26/2026	24.80	.00		
20263	CONTRACTED - G1 LICENSES	05/26/2026	19.96	.00		
20263	B&Z - G1 LICENSES	05/26/2026	9.98	.00		
20263	PARKS - G1 LICENSES	05/26/2026	9.98	.00		
20263	PUBLIC WORKS - G1 LICENSES	05/26/2026	9.98	.00		
20263	POLICE DEPT - G3 LICENSES	05/26/2026	49.60	.00		
20263	B&Z - G3 LICENSES	05/26/2026	12.40	.00		
20263	COUNCIL - G1 LICENSES	05/26/2026	49.90	.00		
20263	FIRE DEPT - G1 LICENSES	05/26/2026	69.86	.00		
20263	PLANNING COMMISSION - G1 LICENSES	05/26/2026	69.86	.00		
20263	FIRE DEPT - G3 LICENSES	05/26/2026	12.40	.00		
20263	STREETS - G1 LICENSES	05/26/2026	19.96	.00		
Total 10081:			672.30	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MTI DISTRIBUTING INC						
1517922-00	GC - EQUIPMENT REPAIR	05/08/2026	180.95	.00		
1517922-01	GC - EQUIPMENT REPAIR	05/14/2026	140.75	.00		
1518533-00	PARKS - MOWER REPAIR	05/12/2026	47.06	.00		
Total 1330:			368.76	.00		
NCPERS GROUP LIFE INSURANCE						
5/26 STMT	LIFE INSURANCE PREMIUMS	06/01/2026	160.00	.00		
Total 1619:			160.00	.00		
NORTHERN BEVERAGE DISTRIBUTING						
1682219	GC - BEER FOR RESALE	05/28/2026	657.60	.00		
1685958	GC - BEER FOR RESALE	06/04/2026	431.80	.00		
Total 2311:			1,089.40	.00		
NORTHLAND TRUST SERVICES, INC.						
5/26 SERIES 202	PAYING AGENT FEE - 2021A	05/26/2026	495.00	495.00	05/26/2026	
5/26 SERIES 202	BOND PRINCIPAL- 2021A	05/26/2026	2,786.25	2,786.25	05/26/2026	
Total 8772:			3,281.25	3,281.25		
NUTRIEN AG SOLUTIONS, INC.						
903218966	PARKS - WEED KILLER	05/18/2026	538.98	.00		
Total 9812:			538.98	.00		
OFFICE OF MNIT SERVICES						
26040668	SERVER & CONTROL EQUIP - MONTHLY CROWDSTRIKE	05/18/2026	18.67	.00		
26040668	FIRE DEPT - MONTHLY CROWDSTRIKE ANTIVIRUS MONI	05/18/2026	13.33	.00		
26040668	POLICE DEPT - MONTHLY CROWDSTRIKE ANTIVIRUS M	05/18/2026	37.33	.00		
26040668	LIC BUR - MONTHLY CROWDSTRIKE ANTIVIRUS MONITO	05/18/2026	7.99	.00		
26040668	GOLF COURSE - MONTHLY CROWDSTRIKE ANTIVIRUS M	05/18/2026	2.67	.00		
26040668	CITY HALL - MONTHLY CROWDSTRIKE ANTIVIRUS MONI	05/18/2026	26.67	.00		
26040668	PUBLIC WORKS - MONTHLY CROWDSTRIKE ANTIVIRUS	05/18/2026	2.67	.00		
26040668	FINANCE - MONTHLY CROWDSTRIKE ANTIVIRUS MONIT	05/18/2026	10.67	.00		
26040668	B&Z - MONTHLY CROWDSTRIKE ANTIVIRUS MONITORIN	05/18/2026	10.67	.00		
Total 10332:			130.67	.00		
PALE BLUE DOT LLC						
1575	PROGRESS PAYMENT - LOCAL CLIMATE ACTION GRANT	05/27/2026	5,600.00	.00		
Total 10309:			5,600.00	.00		
PEPSI-COLA BOTTLING COMPANY						
9107558	POOL - 2025 PEPSI REBATE RECEIVED AS CREDIT	05/01/2026	156.00-	.00		
9122392	GC - POP FOR RESALE	05/06/2026	606.50	.00		
9123212	GC - POP FOR RESALE	05/12/2026	420.00	.00		
9124730	POOL - CONCESSIONS	05/20/2026	1,889.00	.00		
9125674	GC - POP FOR RESALE	05/27/2026	588.00	.00		
Total 1615:			3,347.50	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PERFORMANCE FOODSERVICE						
327818	GC - FOOD FOR RESALE	05/06/2026	583.45	.00		
333560	GC - KITCHEN SUPPLIES	05/13/2026	29.69	.00		
333560	GC - CHIPS, SNACKS, NUTS	05/13/2026	66.89	.00		
333560	GC - FOOD FOR RESALE	05/13/2026	334.11	.00		
338923	GC - CHIPS, SNACKS, NUTS	05/20/2026	53.36	.00		
338923	GC - FOOD FOR RESALE	05/20/2026	570.29	.00		
346048	GC - CLEANING SUPPLIES	05/27/2026	45.51	.00		
346048	GC - FOOD FOR RESALE	05/27/2026	322.02	.00		
Total 10087:			2,005.32	.00		
POINT C						
5/27/26 K. TARR	MEDICAL REIMB P/R DEDUCTED- K. TARRENCE	05/29/2026	70.00	70.00	05/29/2026	
Total 10202:			70.00	70.00		
PROLOGUE PLANNING GROUP						
5/1/26 - 5/31/26	ECONOMIC DEVELOPMENT SERVICES	05/31/2026	2,433.08	.00		
Total 10006:			2,433.08	.00		
PUBLIC EMPLOYEES RETIREMENT						
5/22/26 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	05/28/2026	19,744.26	19,744.26	05/28/2026	
Total 1612:			19,744.26	19,744.26		
QUADIENT FINANCE USA, INC						
5/26 STMT	Postage Meter Postage- Arena	05/15/2026	3.00	3.00	06/01/2026	
5/26 STMT	Postage Meter Postage- B&Z	05/15/2026	21.00	21.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Clerk	05/15/2026	45.00	45.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Fire Dept	05/15/2026	12.00	12.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Library	05/15/2026	9.00	9.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Lic Bur	05/15/2026	30.00	30.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Golf Course	05/15/2026	9.00	9.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Police	05/15/2026	21.00	21.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Pool	05/15/2026	6.00	6.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Public works	05/15/2026	15.00	15.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Sewer	05/15/2026	63.00	63.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Water	05/15/2026	63.00	63.00	06/01/2026	
5/26 STMT	Postage Meter Postage- Animal Rescue	05/15/2026	3.00	3.00	06/01/2026	
Total 9799:			300.00	300.00		
QUALITY POOL & SPA						
37843	POOL - CHEMICALS	05/26/2026	731.94	.00		
38016	POOL - CHEMICALS	06/02/2026	18.79	.00		
Total 1596:			750.73	.00		
QUILLINS LA CRESCENT						
5/26 STMT	POOL - CONCESSIONS	05/31/2026	21.30	.00		
5/26 STMT	GC - FOOD FOR RESALE	05/31/2026	12.76	.00		
5/26 STMT	GC - FOOD FOR RESALE	05/31/2026	5.58	.00		
5/26 STMT	GC - FOOD FOR RESALE	05/31/2026	15.96	.00		
5/26 STMT	LIBRARY - CLEANING SUPPLIES	05/31/2026	3.99	.00		
5/26 STMT	GC - FOOD FOR RESALE	05/31/2026	26.34	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5/26 STMT	POOL - CONCESSIONS	05/31/2026	33.99	.00		
5/26 STMT	GC - FOOD FOR RESALE	05/31/2026	10.98	.00		
5/26 STMT	FOOD FOR TREE STEWARD TRAINING	05/31/2026	12.67	.00		
Total 1707:			143.57	.00		
R & R PRODUCTS INC						
CD3157715	GC - MOWER REPAIR	05/28/2026	370.91	.00		
Total 1833:			370.91	.00		
SAM'S CLUB						
5/26 STMT	CITY HALL - CLEANING SUPPLIES	05/31/2026	20.93	20.93	06/01/2026	
5/26 STMT	CITY HALL - OFFICE SUPPLIES	05/31/2026	65.96	65.96	06/01/2026	
5/26 STMT	MAINT - CLEANING SUPPLIES	05/31/2026	62.79	62.79	06/01/2026	
5/26 STMT	POOL - CLEANING SUPPLIES	05/31/2026	158.92	158.92	06/01/2026	
5/26 STMT	CITY HALL - CLEANING SUPPLIES	05/31/2026	60.54	60.54	06/01/2026	
5/26 STMT	PARKS - GARBAGE BAGS	05/31/2026	257.76	257.76	06/01/2026	
5/26 STMT	POOL - CONCESSION FOOD RESALE	05/31/2026	916.43	916.43	06/01/2026	
Total 1861:			1,543.33	1,543.33		
SOLAR CONNECTION INC.						
9500005033	FINAL PAYMENT - SOLAR PV SYSTEM - WIESER PAVILIO	05/28/2026	24,900.00	.00		
Total 10264:			24,900.00	.00		
SOUTHEAST LIBRARIES COOP						
054320	LIBRARY- ILS PACKAGE AND PC SUPPORT	06/01/2026	821.74	.00		
Total 1962:			821.74	.00		
STAVENAU, DOUG						
2026 BOOT	2026 BOOT REIMBURSEMENT	05/27/2026	102.30	.00		
Total 1875:			102.30	.00		
TAFT STETTINIUS & HOLLISTER LLP						
7114222	2026A BOND PROFESSIONAL SERVICES	05/28/2026	18,500.00	.00		
Total 9905:			18,500.00	.00		
TRI-STATE BUSINESS MACHINES IN						
653832	LIBRARY - COPY/PRINTER	05/12/2026	98.00	.00		
654204	WATER - COPY/PRINTER	05/18/2026	65.76	.00		
654204	B&Z - COPY/PRINTER	05/18/2026	98.64	.00		
654204	PUBLIC WORKS - COPY/PRINTER	05/18/2026	164.40	.00		
654204	GOLF COURSE - COPY/PRINTER	05/18/2026	29.44	.00		
654204	PD - COPY/PRINTER	05/18/2026	162.23	.00		
654204	MOTOR VEHICLE - COPY/PRINTER	05/18/2026	83.73	.00		
654204	SEWER - COPY/PRINTER	05/18/2026	65.76	.00		
654204	CLERK - COPY/PRINTER	05/18/2026	164.41	.00		
654204	FD - COPY/PRINTER	05/18/2026	22.70	.00		
Total 2024:			955.07	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
US POSTAL SERVICE						
6/26 CYCLE 1 BI	POSTAGE - WATER/SEWER BILL	06/02/2026	210.15	210.15	06/02/2026	
6/26 CYCLE 1 BI	POSTAGE - WATER/SEWER BILL	06/02/2026	210.14	210.14	06/02/2026	
PO BOX RENEW	PO BOX RENEWAL FEE	06/01/2026	126.00	.00		
Total 2102:			546.29	420.29		
VISA						
5/26 STMT	PARKS - APPLE TREES FOR VETSCH PARK	05/31/2026	229.75	.00		
5/26 STMT	PD - INTERNET PEOPLE SEARCH	05/31/2026	100.00	.00		
5/26 STMT	LIBRARY - PROGRAM SUPPLIES	05/31/2026	21.30	.00		
5/26 STMT	POOL - SPINE BOARD STRAPS	05/31/2026	43.44	.00		
5/26 STMT	GC - MEAL ALLOWANCE	05/31/2026	69.05	.00		
5/26 STMT	FD - HOTEL & MEALS FOR TRAINING	05/31/2026	99.79	.00		
5/26 STMT	MEDIATION LUNCH	05/31/2026	85.87	.00		
5/26 STMT	PARKS - SOD CUTTER RENTAL	05/31/2026	316.50	.00		
5/26 STMT	POOL - LIFEGUARD SUITS	05/31/2026	2,240.50	.00		
5/26 STMT	POOL - PUMP RENTAL FOR CLEAN UP	05/31/2026	860.56	.00		
5/26 STMT	PD - HOTEL FOR TRAINING	05/31/2026	54.94	.00		
5/26 STMT	EV HOLSTERFOR 339 S 1ST	05/31/2026	141.08	.00		
5/26 STMT	GC - TRAILER RENTAL FOR MOWER PICKUP	05/31/2026	389.00	.00		
5/26 STMT	NEWSLETTER WEBSITE EMAIL	05/31/2026	26.50	.00		
5/26 STMT	PARKS - TREE PRUNING TOOLS	05/31/2026	404.56	.00		
5/26 STMT	PARKS - SOD CUTTER RENTAL CREDIT	05/31/2026	105.50	.00		
5/26 STMT	PD - CAR WASH	05/31/2026	10.55	.00		
Total 2208:			4,987.89	.00		
VOYA INSTITUTIONAL TRUST COMPANY						
5/22/26 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	05/28/2026	3,840.50	3,840.50	05/28/2026	
Total 10290:			3,840.50	3,840.50		
WIESER LAW OFFICE PC						
5/26 CITY	COUNCIL - LEGAL FEES	05/31/2026	3,363.43	.00		
5/26 CITY	SEWER DEPT - LEGAL FEES	05/31/2026	1,681.72	.00		
5/26 CITY	CLERK - LEGAL FEES	05/31/2026	3,363.43	.00		
5/26 CITY	WATER DEPT - LEGAL FEES	05/31/2026	1,681.72	.00		
5/26 CITY	BLDG/ZNG - LEGAL FEES	05/31/2026	3,363.43	.00		
5/26 POLICE	PD - LEGAL FEES	05/31/2026	5,043.70	.00		
Total 2361:			18,497.43	.00		
WIESER LAW TRUST ACCOUNT						
421 WALNUT CL	421 WALNUT PL - CLOSING	06/03/2026	235,977.56	235,977.56	06/03/2026	
Total 9616:			235,977.56	235,977.56		
WOODY'S TREE SERVICE						
5/20/26	GC - CUT & REMOVAL OF TREES ON COURSE	05/20/2026	750.00	.00		
5/26	GC - CUT & REMOVAL OF TREES ON COURSE	05/13/2026	750.00	.00		
Total 10170:			1,500.00	.00		
WORKFORCE DEVELOPMENT, INC						
6/2/26	BLUFF COUNTRY COLLABORATIVE	06/02/2026	100.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10359:			100.00	.00		
Grand Totals:			493,268.67	321,660.81		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



TO: Honorable Mayor and City Council Members
FROM: Cassie Hanan, City Administrator
DATE: June 5, 2026
RE: Fee Schedule Amendment

At the May 26, 2026 City Council meeting, the Council adopted Ordinance 601, amending Ordinance No. 587 regulating cannabis businesses in the City to allow for the sale of low potency hemp products. The retail registration fee per Minnesota Chapter 342 is \$125.00. We are recommending the Council amend the fee schedule to reflect the retail registration fee of \$125.00 for the sale of low potency hemp.

SUMMARY OF ORDINANCE NO. 602

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT

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

The full text of Ordinance No. 602

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

Passed and enacted this 8th day of June, 2026.

APPROVED:
Mikel Poellinger, Mayor

ATTEST:
Angie Boettcher, City Clerk



TO: Honorable Mayor and City Council Members
FROM: Cassie Hanan, City Administrator
DATE: June 5, 2026
RE: Personnel Committee Recommendations

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

1. On June 24, 2026, Bill Kreibich will have completed his 12-month probationary period as assistant chief with the La Crescent Fire Department. The Personnel Committee is recommending that effective June 24, 2026, Mr. Kreibich’s probationary status be removed and that he be classified as a regular City of La Crescent employee. A letter from the Fire Chief to support this recommendation is included.

2. On July 1, 2026, Tyler Benish will have completed his third year of employment as the City’s Public Works Director. Mr. Benish continues to demonstrate strong leadership, dependable management of the City’s infrastructure projects, and dedication to the community. Based on his performance, it is recommended that effective July 1, 2026, Mr. Benish be moved from step 4 to step 5 on the Public Works Director salary schedule.



To: Personnel Committee
Honorable Mayor and City Council Members
Cassie Hanan – City Administrator

From: Chief Josh Tarrence

Date: June 3rd, 2026

RE: Assistant Chief Bill Kreibich

Assistant Chief Bill Kreibich will complete his one- year probation at the rank of Assistant Chief on June 24th, 2026. I respectfully request that Assistant Chief Bill Kreibich be moved from probation to full active status effective June 24th, 2026.

Thank you for your consideration and support.

Respectfully,

A handwritten signature in black ink, appearing to be "JT", with a long horizontal line extending to the right.

Josh Tarrence- Fire Chief
La Crescent Fire Department

DEPARTMENT HEAD SALARY SCHEDULE

Effective 4/1/2026

4% over 2025

PUBLIC WORKS DIRECTOR

POINT VALUES 350-380

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
\$89,356.80	\$92,123.20	\$94,972.80	\$97,905.60	\$100,942.40	\$104,062.40	\$107,286.40

EQUATED TO HOURLY RATE

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
\$42.96	\$44.29	\$45.66	\$47.07	\$48.53	\$50.03	\$51.58

Insurance Effective 4/1/2026: City Contribution for Family = \$2,800 and Single = \$1,200

Insurance Opt Out Effective 4/1/26: Family = \$1200 and Single = \$700 (No new hire after 4/1/26 is eligible for opt out)

Approved at the 03/23/2026 Council Meeting



TO: Honorable Mayor and City Council Members
FROM: Cassie Hanan, City Administrator
DATE: June 5, 2026
RE: Weight Room Liability Waiver

This memo provides a brief overview of the Weight Room Waiver and Release of Liability Agreement for users of exercise equipment located on City property.

The agreement requires users to accept full responsibility for any injuries or damages and to waive all claims against the City, its employees, officials, agents, and insurers, including those arising from City negligence. Users also agree to indemnify the City and acknowledge that the facility is unsupervised and carries inherent risks. Use of the equipment is voluntary, not considered work time, and not compensable.

Rules for use include limiting access to current Police and Fire Department employees who sign the waiver, restricting equipment time when others are waiting, wiping down equipment, wearing proper attire, and prohibiting photos, video, and external music without headphones.

This agreement protects the City legally while establishing expectations for safe equipment use. We recommend that the City Council approve the agreement.

WAIVER AND RELEASE OF LIABILITY AGREEMENT

1. In consideration of my use of the exercise equipment and facilities provided by the City of La Crescent (City), I waive any and all right of action against the City and its insurers, employees, officials and agents, for any injury or damage that I might suffer on or about the premises, or as a result of the use of the equipment or facilities, regardless of whether such injuries or damages result, in whole or in part, from the negligence of the City.
2. I accept and assume full responsibility for any and all injuries, damages (both economic and non-economic) and losses of any type that may occur to me, and I hereby fully and forever release and discharge the City, its insurers, employees, officials and agents, from any and all claims, demands, damages, rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated or unanticipated, resulting from or arising out the use of said equipment and facilities.
3. I expressly agree to indemnify and hold the City harmless against any and all claims, demands, damages, rights of action, or causes of action, of any person or entity, that may arise from injuries or damages sustained by me.
4. I agree to be solely responsible for my safety and wellbeing. I understand that the City does not provide supervision, instruction or assistance for the use of the facilities and equipment.
5. I agree to comply with all rules imposed by the City regarding the use of the facilities and equipment.
6. I agree to conduct myself in a controlled and reasonable manner at all times, and to refrain from using any equipment in a manner inconsistent with its intended design and purpose.
7. I understand and acknowledge that the use of exercise equipment involves risk of serious injury, including permanent disability and death.
8. I understand and agree that the City is not responsible for property that is lost, stolen or damaged while in, on, or about the premises.
9. I understand and agree that my use of the facilities and equipment is only to be undertaken on my own personal time, not work time. Use of the facilities and equipment is not assigned work and is not compensable as work. My use of the facilities and equipment is not within the course or scope of my employment.
10. I agree that if any part of this Waiver and Release of Liability Agreement is deemed unenforceable, the remainder will remain binding and enforceable.
11. It is my express intent that this Waiver and Release of Liability Agreement shall bind the members of my family, if I am alive, and my heirs, assigns and personal representatives if I am deceased.

I HAVE READ THE FOREGOING WAIVER AND RELEASE OF LIABILITY AGREEMENT AND AM VOLUNTARILY EXECUTING IT WITH FULL KNOWLEDGE OF ITS CONTENT.

Date

Signature

Rules for Use of City Owned Exercise Equipment

- Only current City of La Crescent Police Department and Fire Department employees are eligible to utilize the exercise equipment and must read and sign the liability waiver.
- When other employees are waiting, please restrict use of any equipment or station to 30 minutes or less.
- Wipe down all touch points on the cardiovascular and weight equipment after use. Disinfecting wipes will be located throughout the center.
- Return all equipment to the location where it was stored before use.
- Appropriate exercise attire and shoes must be worn at all times.
- Open-toed footwear is not permitted in all exercise areas.
- No taking pictures of or video in the fitness center.
- You must use headphones with all personal music devices.

TO: Honorable Mayor and City Council Members
FROM: Cassie Hanan, City Administrator
DATE: June 5, 2026
RE: Deputy Clerk Position Description and Posting

At the May 26, 2026, City Council meeting, the Council accepted the resignation of City Clerk Angie Boettcher effective November 30, 2026, and authorized the position description to be amended and brought back to the Council. Attached is the proposed position description and wage scale. We believe posting for a Deputy Clerk will bring a wider array of applicants, as the process to become a Certified Minnesota Municipal Clerk takes 3 years. This position would not have any supervisory duties.

With this change, the Deputy Clerk will report to the Finance Director. Employees previously reporting to the City Clerk would report to the Finance Director effective December 1, 2026.

We are recommending the position be posted as soon as possible to ensure adequate training with the City Clerk. Below is a tentative schedule for the recruitment:

6/9/2026 Position Posted
7/2/2026 Position Closes
Week of July 6 Review Applicants & Schedule Interviews
Week of July 13 Interviews
7/27/2026 Recommendation to City Council
Mid-to Late August Start

There is adequate funding in the budget to cover this training period. We plan to bring budget figures to the July 27, 2026 City Council meeting for a formal budget amendment.



Job Description

JOB TITLE: Deputy City Clerk		DEPARTMENT: Finance
REPORTS TO: Finance Director	SUPERVISES: None	FLSA STATUS: Hourly

DESCRIPTION OF WORK:

General Statement of Duties: Performs professional work as outlined in Minnesota Statute 412.151. Assists City Administrator, Public Works Director and Finance Director.

Supervision Received: Works under the general and technical supervision of the Finance Director.

TYPICAL DUTIES PERFORMED:

The listed examples may not include all duties performed by all positions in this class. Duties may vary somewhat from position to position within a class.

City Council:

- Attends meetings of the City Council; arranges and publishes notices of meetings and ordinances as required by law; records minutes of all proceedings and maintains accurate and complete records of all actions.
- Administer oaths and affirmations. Takes and certifies acknowledgments as required.
- Responsible for technological needs for all Council and Commission meetings as needed.
- Organizes the yearly Board of Review meeting in accordance with State statute.
Attests the Mayor's signature on all official documents wherever required or sanctioned by law.

Assists the Finance Director with:

- Year-end reporting to the State and County including the Lobbyist Expenditure report, PERA Annual Leave report, and OSHA 300 Summary report.
- PERA Fire Department/Police Department Certification report.
- Annual audit.
- Compiling information for Quarterly Billing of the Police Reserves.
- Monitoring and checking all City staff required certifications.
- Sewer connection fees.

Payroll/Human Resources

- Assists with the distribution, review, and data entry of employee packets for newly hired seasonal staff.
- Performs bi-weekly payroll duties including but not limited to: reviewing time sheets for accuracy and in accordance with City employee policies and union contracts, entering data necessary to generate payroll amounts, and uploading files to bank for direct deposit to employee bank accounts.
- Assists with maintaining and updating employee records related to pay and deductions.
- Assists with maintaining vacation and sick leave schedules for all employees.
- Assists with quarterly and year-end reports and W-2s.
- Performs ESST tracking for seasonal employees.

Elections

- Attends educational sessions related to changes in election laws.
- Hire election judges and assign them to precincts.
- Administer health care facility absentee voting.
- Handles election budget.
- Works closely with Houston County Auditors Office during election proceedings.
- Conducts City elections in accordance with state and county requirements and applicable laws.
- Acts as the local authority for municipal elections.
- Responsible to notify the State of changes to regular City elections and precinct boundaries.
- Responsible for polling places, election judges, required judges training, campaign finance reports, and all posting and publications required.
- Responsible for ensuring ballots and voting equipment are returned to the County at the end of election day.

Other duties:

- Maintains official copies of City Resolutions and the City Code of Ordinances.
- Provides Notary Public services for City legal requirements, residents, staff, and the general public.
- Receives requests, complaints, and information from the public and transmits to the City Administrator.
- Provides certified copies of proceedings and records of the City upon request.
- Responsible for City corporate seal.
- Creates and distributes the bi-annual City Newsletter.
- Responsible for coordination of information between the City and the U.S. Census Bureau.
- Responsible for making sure the Marketing and Promotional Agreements are renewed annually. Monitors compliance on a quarterly basis and provides

updates to the City Council.

- Develops, maintains, and oversees a City-wide records retention/management system including policies, procedures, and schedules in accordance with state laws and guidelines; and prepares related reports to the State.
- Responsible for maintenance of the City's website.
- Responsible for developing and maintaining City promotional materials.
- Assists as needed to allow for continuity of operation at City Hall.
- Assists with Golf Course reports and end-of-year inventory.
- Responsible for annual certification requirements to maintain Tree City USA, Bird City, and Heart Safe Community designations.

PREFERRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Thorough knowledge of City operations.
- Considerable knowledge of state and federal laws, City ordinances, and policies and regulations applicable to City government, and general governmental operation.
- Considerable knowledge of election procedures.
- Ability to communicate effectively, both orally and in writing, with City staff, elected local officials, state and county officials, and the general public.
- Considerable ability to organize work and complete multiple tasks at the same time.
- Experience with Microsoft Office Suite.
- Payroll processing experience.

MINIMUM QUALIFICATIONS:

- Two-year Associate's degree in business or related field, with 2 years minimum experience in business or municipal government.
- Ability to obtain Minnesota Municipal Clerk Certification within four years of appointment.



To: Honorable Mayor and City Council Members
Cassie Hanan – City Administrator

From: Chief Josh Tarrence

Date: June 3rd, 2026

RE: Request to replace two Thermal Imaging Cameras

The Fire Department is currently utilizing two Bullard Thermal Imaging Cameras (TIC) that were purchased prior to 2015. These cameras are old technology and have very limited run time as the batteries do not hold a charge. I'm requesting approval to purchase two new Seek AttackPRO Thermal Imaging Cameras. Seek's current promotion, for each AttackPRO Camera purchased, Seek will send you an AttackPRO truck charger, \$724.00 value, at no charge. Attached to this memo is a quote for the purchase of two new Seek cameras. \$5,000.00 of the purchase would come from the C.O.- Fire Department Equipment line item of the Fire Department budget with the remaining coming from the Small Tools & Minor Equipment line item of the Fire Department budget. Thermal Imaging Cameras are a vital tool for firefighter safety and effective fire suppression.

Thank you for your consideration and support.







Respectfully,

Josh Tarrence
Fire Chief
La Crescent Fire Department

AttackPRO S

EVERYTHING YOU LOVE ABOUT ATTACKPRO,
NOW WITH SURVEY MODE.

KEY CAMERA SPECS

	Resolution	320 x 240
	Field of View	57° x 42°
	Durability	IP67 waterproof, 2 meter drop
	Detection	-4°F to 1022°F (-20°C to 550°C)
	Imaging	Mixed Gain with SV1
	Flashlight	300 Lumen LED

Seek
thermal

thermal.com



AttackPRO S Kit: FQ-PASX
5yr Enhanced Warranty: WA-5USATTACKPRO

Designed with firefighters, for firefighters, the AttackPRO™ S is the newest addition to the AttackPRO Series. It builds on the proven image quality, durability, and affordability of the original AttackPRO, with one key upgrade: **Survey Mode**—a powerful feature that enhances visibility during size-up and overhaul operations.

With high-resolution, mixed-gain pixel technology, AttackPRO S ensures clear detail across both high-heat and cooler scenes, helping you see fire and crew in a single, detailed image.

Each kit includes the camera, two batteries, and a charging dock—everything you need, ready to go.

Designed and Manufactured in the USA with Global Components.
Thermal sensor designed and manufactured by Seek in Santa Barbara, CA USA



KEY FEATURES

Mixed Gain with SV1 Image Optimization

See the hottest and coolest regions of the scene simultaneously without freezing or switching gain modes; details enhanced with SV1

Survey Mode

Survey Mode is optimized for lower temperature scenes to help identify hot spots and hidden threats during size-up and overhaul.

Durable, Waterproof Design

Durable and reliable design built with IP67 rating and 2 meter drop resistance

Wide, 57-Degree Field of View

Easily scan a large area to identify hazards or victims in seconds

Long-Lasting Rechargeable Battery

Greater than 6 hours of continuous thermal imaging

BENEFITS

Decision Making on Command

Direct Firefighters, water, and resources with expedited tactical precision

Robust Decision Making TIC

Equip every commanding officer with the first affordable decision making TIC

300 Lumen Integrated Flashlight

LED flashlight available at the touch of a button

Search and Rescue

Find victims and self-rescue faster with a reliable personal TIC

Execute 360 Size-ups & Overhaul Faster

When seconds count, a Seek decision-making TIC saves time and lives

TECHNICAL SUMMARY

SPECIFICATIONS	DESCRIPTION
Thermal Sensor	320 x 240 (76,800 pixels)
Detection Distance	12 inches to 1,000 feet
Field of View	57° HFOV, 42° VFOV
Temperature Range	4 to 1022°F (-20 to 550°C)
Operating Temp:	4 to 131°F (-20 to 55°C) – no time limit up to 302°F (150°C) – max 8 min up to 500°F (260°C) – max 5 min
Frame Rate	> 25 Hz Fast Frame
IP Rating	IP67 Waterproof
Flashlight	500 Lumen LED
Display	3.5" Color with Corning® Gorilla® Glass
Thermal Sensitivity	< 35 mK with SVI
User Interface	On device 2 tactile button operation
Temp. Display Scale	Fahrenheit or Celsius
Image modes	FIRE (TI Basic & TI Basic+) and SURVEY
Storage Media	NA
Battery	>6 Hours Thermal Imaging (w/o flashlight) >3hrs (with thermal AND flashlight)

For support and user guides visit thermal.com

300 LUMEN LED LIGHT



Seek AttackPRO S combines powerful thermal insight and a bright LED flashlight in an intuitive, two button interface.

MODES



TI BASIC

Maintain your situational awareness with a simple and decluttered display showing grayscale and colorized regions.



TI BASIC+

Enhance your tactics with a spot temp readout while still maintaining grayscale and colorized regions.



SURVEY MODE

Investigative mode with early colorization at 65C (150F) ideal for size up, smells & bells, and overhaul.

THERMAL APPLICATIONS



360 SIZE UP



FIRE ATTACK



OVERHAUL



Seek more at thermal.com

6300 Hollister Ave, Santa Barbara, CA 93117

Seek Thermal engineers, designs and manufactures high quality thermal imaging products and core platforms for consumer, commercial, and heat sensing IoT data applications. With headquarters in Santa Barbara, California, the global hub of thermal-imaging innovation, the company has developed breakthrough thermal imaging camera series that will enable a range of affordable products for search and rescue, law enforcement, and fire departments, and thermal cams and follow focus thermal sensors for professional and consumer markets. Follow Seek Thermal on Instagram and Facebook for more information.

SKU: FD-SAA



TECHNICAL SUMMARY

SPECIFICATIONS	DESCRIPTION
AC INPUT	100-240 VAC, 50/60 HZ, 0.5 A
SUPPLY VOLTAGE	5VDC
POWER RATING	10W
ENVIRONMENTAL	INTENDED FOR INDOOR USE
CHARGE TIME	6 HOURS
INCLUDED IN THE BOX	DESKTOP CHARGER CRADLE POWER SUPPLY INCLUDING AC PLUGS FOR US, EU, UK

For support and user guides visit thermal.com

Seek more at thermal.com

6300 Hollister Ave. Santa Barbara, CA 93117

SeeK Thermal engineers, designs and manufactures high-quality thermal imaging products and core platforms for aerospace, commercial, and industrial IoT data applications. With headquarters in Santa Barbara, California, the global hub of thermal imaging innovation, the company has developed breakthrough thermal imaging camera cores that will enable a range of affordable products for use at home, work and play. For more information visit thermal.com and follow #seekthermal on Instagram and @seekthermal on Twitter.

SKU: FA-BAA



TECHNICAL SUMMARY

SPECIFICATIONS	DESCRIPTION
BATTERY MATERIAL	LITHIUM ION
NOMINAL VOLTAGE	3.63 V
NOMINAL CAPACITY	4900 mAh
OPERATING TEMPERATURE RANGE	DURING DISCHARGE: 20°C TO 60°C DURING CHARGING: 0°C TO 45°C
WEIGHT	115g
SIZE	170 X 45 X 43 mm
COMPATIBLE WITH	EQ PPAX EQ PPNX EQ PAVX EQ PPSX

For support and user guides visit thermal.com

Seek more at thermal.com

6300 Hollister Ave, Santa Barbara, CA 93117

Seek Thermal produces rugged and reliable, high quality thermal imaging products and core platforms for consumer, commercial, and law enforcement applications. With headquarters in Santa Barbara, California, the global hub of thermal imaging innovation, the company has developed breakthrough thermal imaging camera cores that will enable a range of affordable products for use in some work and play. For more information visit thermal.com and follow [#seekthermal](https://www.instagram.com/seekthermal) on Instagram and [@seekthermal](https://www.facebook.com/seekthermal) on Facebook.



Quote

(877) 637-3473

Quote # QT2066011
Date 05/04/2026
Expires 06/05/2026
Sales Rep Mehl, Shelley E
PO # SEEK AttackPRO, TRUCK CHARGER, LANYARDS
Shipping Method FedEx Ground
Customer LA CRESCENT FIRE DEPARTMENT (MN)
Customer # C32051

Bill To

LA CRESCENT FIRE DEPARTMENT
 Josh Tarrence
 315 Main Street
 La Crescent MN 55947
 United States

Ship To

LA CRESCENT FIRE DEPARTMENT
 Josh Tarrence
 315 Main Street
 La Crescent MN 55947
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
FQ-PASX			AttackPRO S, (with Survey Mode), Fast Frame 2 batteries, 1 desktop battery charger	2	\$3,699.00	\$7,398.00
FD-PAA			AttackPRO, truck charger	2	\$724.00	\$1,448.00
RT3-4504			SEEK TIC Attack Pro Gearkeeper with Aluminum Carabiner	2	\$64.99	\$129.98

Subtotal \$8,975.98

Contact: C32051 LA CRESCENT FIRE DEPARTMENT (MN) : Josh Tarrance (507) 459-4310

Shipping Cost \$0.00

Tax Total \$0.00

Total \$8,975.98

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT2066011



TO: Honorable Mayor and City Council Members

FROM: Chris Fortsch, Administrative Assistant

A handwritten signature in black ink that reads "Chris".

DATE: June 3, 2026

RE: Gambling Permit Application

The city has received the following gambling permit application:

1. CASA for Kids, Inc. – Raffle date is November 7, 2026.

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



CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



June 3, 2026

Honorable Mayor and City Council Members

City Administrator Cassandra Hanan

Subject: Applefest 2026 Agenda Requests and Parade Applications

The city has received multiple agenda requests related to the 2026 Applefest celebration, which is scheduled to take place from Thursday, September 17, 2026, through Sunday, September 20, 2026.

Included in the submissions are applications for three parade events:

- Light Up La Crescent Parade – September 17, 2026
- Kiddie Parade – September 19, 2026
- King Apple Parade – September 20, 2026

I have reviewed the parade applications and associated documentation, including the required Certificate of Liability Insurance. Based upon my review, the applications appear to be complete and in compliance with applicable City ordinances and requirements. The overall submission is consistent with those received and approved for Applefest events in previous years.

As in prior years, the Police Department will provide security, traffic control, and related public safety services for the parade events, and the event as a whole, to ensure the safety of participants and the public.

I find the submitted requests to be in order and recommend approval of the parade applications and related Applefest agenda requests.

Respectfully submitted,



La Crescent Apple Festival, Inc.

P.O. Box 65 | La Crescent, MN 55947 | (507) 895-2800 | www.applefestusa.com

To the La Crescent City Council,

Please accept this document and its attachments as our formal application for three (3) parades the Applefest Board of Directors will be hosting during Applefest weekend, to be held from September 17-20, 2026. We appreciate your collaboration and consideration, and we are happy to answer any questions.

Sincerely,
Kailey Wieser, 2026 Applefest President



2026 Applefest Parades Application

Light Up La Crescent Parade

- A. Thursday September 17, 2026 at ~7:30pm (dusk) - route attached
- B. # of Participants: about 100
- C. Contact info:
 - a. Kailey Wieser
 - b. 608-518-1789
 - c. president@applefestusa.com
- D. Safety Plan: Attached below
 - a. Additionally:
 - i. All floats will have additional lighting added
 - ii. No open flames (torches or fire performances) will be allowed
- E. Certificate of Insurance attached.
- F. This parade is typically led by Legion Post 595 Color Guard

Kiddie Parade

- A. Saturday September 19, 2026 at 12:00pm - route attached
- B. # of Participants: about 50
- C. Contact info:
 - a. Kailey Wieser
 - b. 608-518-1789
 - c. president@applefestusa.com
- D. Safety Plan: Attached below
- E. Certificate of Insurance attached
- F. This parade is typically led by LCPD

King Apple Parade

- A. Sunday September 20, 2026 at 1:00pm - route attached
- B. # of Participants: about 100
- C. Contact Info:
 - a. Kailey Wieser
 - b. 608-518-1789
 - c. president@applefestusa.com
 - d. Kevin Gittens
 - e. 608-406-0230
- D. Safety Plan: Attached below
- E. Certificate of Insurance attached
- F. This parade is typically led by Legion Post 595 Color Guard



Safety Plan for La Crescent Applefest Parades (3)

This safety plan is intended to promote the safety of parade participants, spectators, volunteers, and emergency personnel during the scheduled Applefest parades (3). Applefest and all of its volunteers will comply with all applicable City of La Crescent parade ordinances and permit requirements. This safety plan will be shared with parade volunteers, participants, and city officials as part of the parade permit process.

1. Traffic Control & Route Safety

- a. Parade route will be coordinated with LCPD and Public Works.
- b. Streets along the route will be closed prior to parade start and reopened only after the route is cleared.
- c. Barricades and traffic control points will be staffed by authorized personnel or volunteers (typically LCPD & Reserves).
- d. Emergency vehicle access lanes will remain open when possible.

2. Participant Safety

- a. All parade entries must operate at safe, slow parade speeds.
- b. Drivers must remain attentive and may not use cell phones while operating vehicles in the parade.
- c. Riders on floats must remain seated or safely positioned while vehicles are moving.
- d. No reckless driving, burnouts, or unsafe vehicle operation will be permitted.
- e. Any participant acting in an unsafe manner may be removed from the parade.

3. Candy & Item Distribution

- a. In accordance with City ordinance, candy or giveaway items may not be thrown from moving vehicles.
- b. Candy Distribution must be done by walkers traveling alongside parade units and handed directly to spectators.

4. Noise Conduct

- a. Sirens, excessively loud horns, or high-decibel noise devices are prohibited in compliance with [city ordinance](#).
- b. Participants are expected to conduct themselves respectfully and follow directions from parade officials and law enforcement.

5. Emergency Response

- a. Emergency services will have full access to the parade route if needed.
- b. Parade officials and volunteers will have communication methods available during the event.
- c. Any medical emergency, safety concern, or suspicious activity should immediately be reported to law enforcement or emergency personnel.

6. Crowd & Spectator Safety

- a. Spectators are encouraged to remain on sidewalks or designated viewing areas.
- b. Children should be supervised by parents or guardians at all times.



La Crescent Apple Festival, Inc.

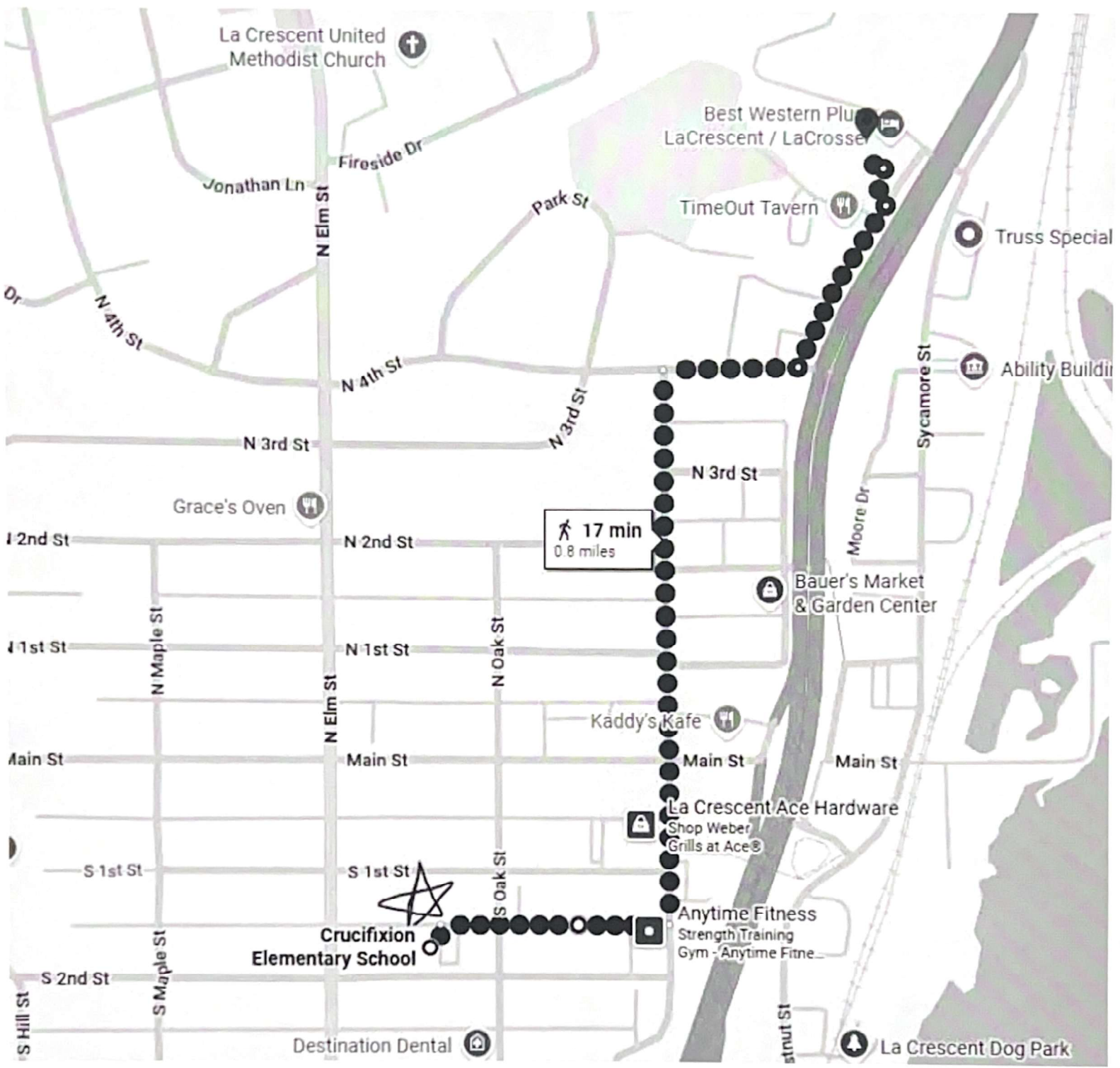
P.O. Box 65 | La Crescent, MN 55947 | (507) 895-2800 | www.applefestusa.com

7. Weather & Cancellation Procedures

- a. Parade organizers will monitor weather conditions leading up to and during the event.
- b. In the event of severe weather or unsafe conditions, the organizers may delay, shorten, or cancel the parade in coordination with public safety officials.

8. Cleanup

- a. Volunteers and organizers will inspect the parade route following the event for litter or hazards.
- b. All parade participants are responsible for removing materials and debris with their entries.

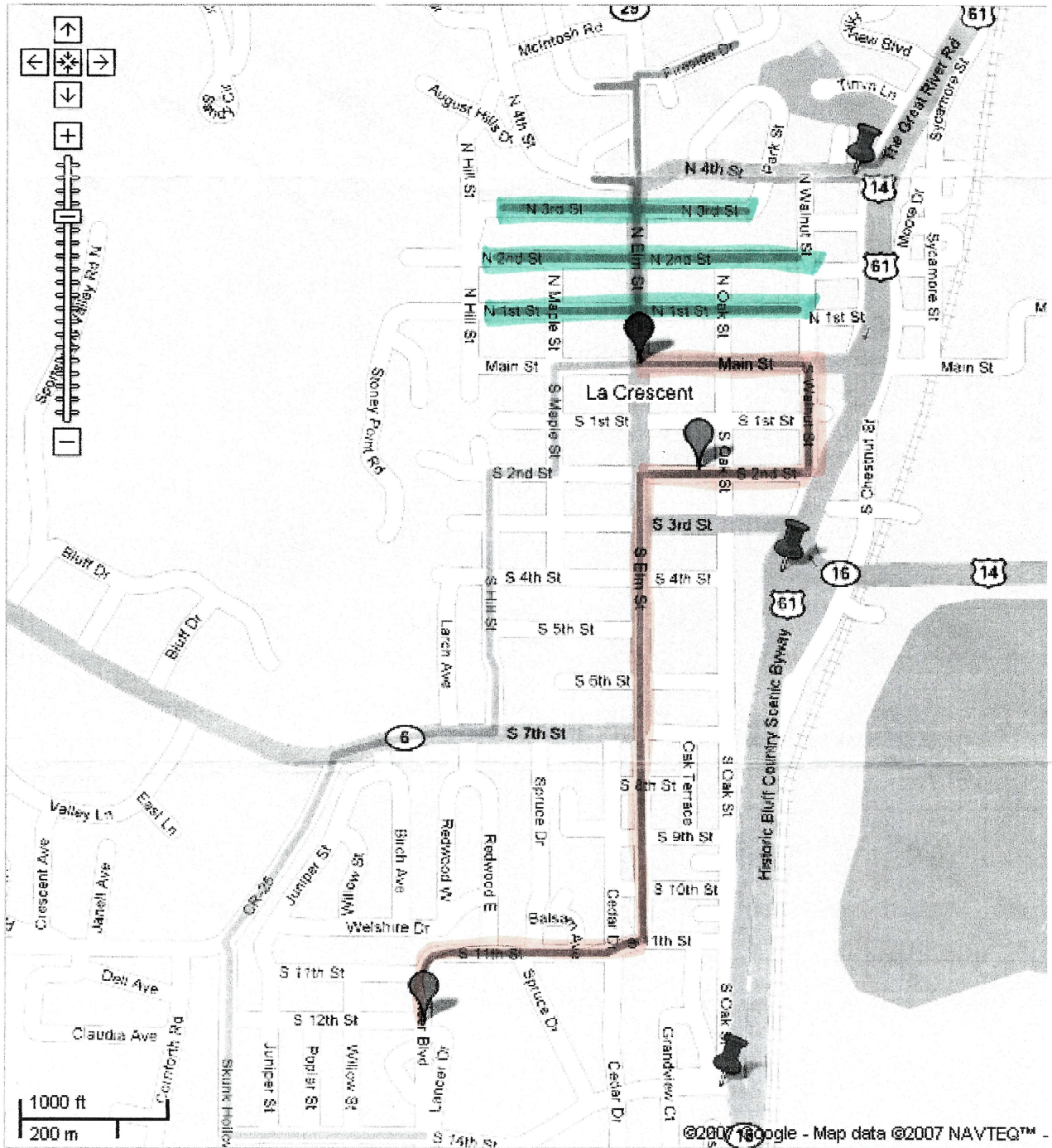


*lineup on cruxifixion school lot



Parade Route
Line UP

Notes



on Back
Kiddie parade

* Kiddie Parade

start at Crucifixion and go around the block
of the Church.



La Crescent Apple Festival, Inc.

P.O. Box 65 | La Crescent, MN 55947 | (507) 895-2800 | www.applefestusa.com

City Request from La Crescent Applefest

To the La Crescent City Council,

Please accept this document and its attachments as our formal, bulk request for use of city staff, parks, facilities, and resources to execute the 2026 La Crescent Apple Festival, to be held from September 18-20, 2026 with a few events before the festival. Requests remain identical to previous years. We appreciate your collaboration and consideration, and we are happy to answer any questions.

Sincerely,
Kailey Wieser, 2026 Applefest President

Parades

Thursday, September 17

Requesting permission to host the "Light Up La Crescent" parade at dusk (approx. 7:30pm). This will be the 3rd official year hosting it, as it was cancelled in 2024. The parade out will be the same as 2025, attached for your convenience. This parade is typically led by the Post 595 Color Guard.

Saturday, September 19

Requesting permission to host the Kiddie Parade at 12pm. Same route as previous years, right around the block of Crucifixion School. This parade is typically led by LCPD.

Sunday, September 20

Requesting permission to host the King Apple Parade at 1:00pm. This will be the 78th year that we have hosted this parade. Parade line-up and route attached. No changes from previous years.

Parks / Other Facilities

Abnet Field - September 14-21 (Festgrounds & Carnival Midway)

Wieser Pavilion - September 17, 10:00am-5:00pm (Euchre Tournament)

Event Center Parking Lot nearest Timeout Tavern - September 17 (Post-parade parking)

Wieser Pavilion - September 18, 12:00pm-5:00pm (BUNCO)

Temporary Liquor Licenses

King Apple Tent - September 18-20

City Staff / Resources

- Request to have at least 8 (but as many as possible) picnic tables delivered to the fest grounds in the morning of Thursday, September 17 and picked up the morning of Monday, September 21.
- Request of assistance from city staff to prepare the carnival area, install signs, stakes, fencing, a water line for the King Apple Tent, the use of city garbage cans, picnic tables, and trailer, help with barricading the stage, installing signs on the route for King Apple Parade, and use of eight golf carts for the preparation of the parade. (ALL OF THESE REQUESTS ARE THE SAME AS IN PREVIOUS YEARS).



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Date organized Tax exempt number
La Crescent Applefest USA 1949 41-6125453

Organization Address City State Zip Code
PO Box 65 LaCrescent MN 55947

Name of person making application Business phone Home phone
Heather Stokely - 2026 treasurer 608-385-0695

Date(s) of event Type of organization Microdistillery Small Brewer
September 18-20, 2026 Club Charitable Religious Other non-profit

Organization officer's name City State Zip Code
Kailey Wicser - President LaCrescent MN 55947

Organization officer's name City State Zip Code
Ryan Diecher - Vice President LaCrescent MN 55947

Organization officer's name City State Zip Code
Angie Rudert - Secretary LaCrescent MN 55947

Location where permit will be used. If an outdoor area, describe.
 Abnet Field
 1148 Cedar Drive LaCrescent, MN 55947

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 West Bend Mutual Insurance Company 1,000,000/3,000,000

APPROVAL
 APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



TO: Honorable Mayor and City Council Members
FROM: Cassie Hanan, City Administrator
DATE: June 5, 2026
RE: Fire Department FEMA application

The Fire Department is in the process of applying for a FEMA grant for new SCBAs (Self Contained Breathing Apparatus). As part of the application process, FEMA reviews the amount of funds available in unreserved accounts. The fire department reserve balance is currently above the threshold that would make the City eligible to apply for the grant.

There has been discussion and understanding with the Council over the years that a portion of the Fire Department unreserved account is being set aside for future capital expenditures for the Fire Department. We recommend that the Council formalize the dedication of those funds to a future capital expenditure account and reduce the balance in the unreserved account. This would allow the City to move forward with the grant application and memorialize the intentions of the Council to set those current unreserved funds for future capital expenses.



TO: Honorable Mayor and City Council Members
FROM: Tyler Benish, Public Works Director
DATE: June 4, 2026
RE: Walking Tour-Walnut Street project

The City Council has approved the plans and specifications on March 23, 2026. The plans have been submitted to MNDOT for state aid review and WHKS has addressed their comments. The plans are included in the packet for reference. The project has had delays outside of the city's control and city staff is continuing to work with outside agencies to move the project forward.

The delays may force the city to divide the project into phases. The phases will be finalized after the bid is awarded and a contractor is selected. WHKS and City Staff have been working to identify phases that will minimize disruption to the businesses and residents. Several of the phases shown in the plans may be under various stages of construction at one time. The general intent is that the contractor will complete the underground work in one phase before moving to the next phase while completing the surface work on the first phase. This will progress through the phases. Access to locations on the east side of Walnut Street will be defined and coordinated by the contractor. Considerations for phases will include underground utility work, path/sidewalk construction, curb and gutter modifications.

**LA CROSSE COUNTY CONVENTION & VISITORS BUREAU****BOARD MEETING****April 21, 2026– 8:00 a.m.****Board Members:**

Present: Jen Burch, Austin Wells, Debbie Hosch, Brody Meier, Shawna Bortz, Michelle Hoskins, Nathan Franklin, Chris Roderique, Ryan Johnson, Patrick Barlow, Cheryl Jostad, Kathleen Pielhop, Ashley Santolin, Pete Boese, Lauren Harris, Vicki Markussen, Kalynn Krueger, Jay Patel, Dave Ring, Dan Wick, Dan Kapanke, Kourtnei Alcock, Shamawyah Curtis, Barb Janssen, Kapena Faitau

Excused: Stephanie Pope, David Pierce, Jay Odegaard

Absent: Mike Mielke

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

PROCEEDINGS:

J. Burch brought the meeting to order at 8:02 a.m.

Consent Items:

MOTION: to approve the Board minutes-March 2026, Finance Minutes-April 2026, Statements-March 2026, (P. Boese, D. Wick) Carried.

EXECUTIVE DIRECTOR REPORT:

-The First Pitch ticket kick-off for the Explore La Crosse Day with the Brewers was a success. Attendance and tickets sales were up over last year. Explore La Crosse Day is on Thursday, June 18th.

-On April 10-12 the La Crosse Center hosted the ACL Cornhole tournament. They had a great turnout and Jeremiah reported that ESPN Plus covered the event.

-With some help from Dan Kapanke, our Mobile Visitor Center will be at the Field of Dreams on July 7&8 for the Northwoods League All-Star Festival.

-AJ spoke at the La Crosse County Planning, Resources & Development public hearing on April 6 to share the economic impact of Country Boom.

-AJ, Sam from the La Crosse Chamber, and partners from the higher education facilities are moving forward with a plan to retain college students in the La Crosse Region. Plan is to have a social event where young professionals can speak about why they stay in the region, followed by a fun activity such as a Loggers or Steam game, and with a trolley tour of the region.

-We are dealing with some trolley maintenance issues. Carey has connected with a mechanic who is helping us out so that we are ready for the trolley season.

Community Partner and Event Center Updates:

DMI: downtown clean up is scheduled for April 22nd, Sunday Market launches on May 31st.

La Crosse Chamber: New website is live, Government Relations Forum held at the La Crosse Center.

La Crosse Center: Midwest Country Music Organization Awards on May 2nd, six graduations starting this weekend, and expect to hear entertainment announcements coming up in the next few weeks.

Onni Center: AAU gymnastics this weekend, Build My Future event next week will bring 40 high schools to the Onni Center for a day.

LADCO: the DOT virtual meeting on Hwy 53 improvements is on April 22nd. Vibrant Space project on Caledonia Street starts this summer, wayfinding signs going up on the northside.

La Crescent Event Center: Swing Bridge patio opens this weekend, outdoor farmers market starts in May.

COMMITTEE REPORTS:

Membership - Reports were distributed. Revenue for March was at \$12,894.25 with budgeted amount of \$15,500.

Grants- Reports were distributed. YTD Total awarded is \$21,600.00

Convention/Sales- the WIAA State Wrestling first night set a record with 4700 tickets sold, this was the first time La Crosse hosted the event. Playeasy generated 137 reservations, Jeremiah will be attending Sports

ETA in Las Vegas April 20-24th.

Marketing/Media- wrapping up the JEM grant winter campaign, working to build a 2026 creator writer plan based on JEM results, exploring searchable YouTube presence, new photo and video shoot planned for 2027.

Belonging and Mattering Committee- The last meeting was canceled. Next meeting scheduled for July. Nominating Committee-

MOTION: to nominate Kalynn Kruger as chair for the Membership & Grants Committee. (C. Jostad, J. Patel) Carried.

OLD BUSINESS:

- Foundation-Tim Jacobson has agreed to fulfill the role of attorney on the foundation. In return, AJ has agreed to sit on the Stainable Driftless board.

-WIAA Sponsorships-with the assistance of Pete, JAMP Hotels have signed on as a new \$5000 WIAA sponsor. AJ is also pursuing Geronimo Hospitality to help offset the \$20,000 shortfall from the Weber group.

-Grants & Membership Position:

NEW BUSINESS:

- 2025 Audit-the audit will take place on April 27 & 28 by Hawkins, Ash CPA's

-Beverages & Bites: event will be held this Saturday, April 25th. As of April 20th 1730 tickets have been sold, this is up from 167 from last year.

-Explore La Crosse 2030 Road Construction Plan: AJ drafted a preliminary plan for ideas on how to prepare with a focus on keeping visitors and customers connected to storefronts during the disruption. AJ plans to send the draft to the Chamber, DMI and LADCO.

-90 Day Report: document included in the meeting packet for review.

- CD Renewal-review of the maturity dates and discussion of plan to roll each on as they mature.

MOTION: to approve rolling the three CD's with Edward Jones on three month terms as they mature throughout 2026. (B. Meier, D. Wick) Carried

Meeting adjourned at 8:57am

Next Board Meeting: May 26, 2026 at 8:00am.

Respectfully submitted, Michelle Hoch



**La Crosse County Convention & Visitors Bureau
Board Meeting
Explore La Crosse Office
123 7th Street South
Tuesday, May 26, 2026
8:00 a.m.
WiFi
GuestLax21!**

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

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

Executive Director: A.J. Frels

Vision Statement:

A destination that inspires exploration and elevates celebrations.

Mission Statement:

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

AGENDA

1. Call to Order

2. Acknowledgment & Introductions– Carey Hegge & Emily Johnson, Between the Bluffs Event; Perrin Iacopino, Membership Grants Manager; Cassie Hanan, City of La Crescent Administrator

3. Consent Items

a. Board Minutes

April 2026

b. Financial Committee

Minutes

May 2026

Statements
April 2025

c. **Municipality Updates**

4. **Executive Director's Report** – A.J. Frels
5. **Presentation** - Ben Morgan, Director of Group Sales and Sports Servicing
6. **Community Partners Update**
 - a. DMI – Kathleen Pielhop
 - b. La Crescent Chamber - Michelle Hoskins
 - c. La Crosse Chamber – Lauren Harris
 - d. LADCO – Vicki Markussen
7. **Event Center Updates**
 - a. La Crescent Area Event Center – Debbie Hosch
 - b. La Crosse Center – Kourtni Alcock
 - c. Omni Center – Dan Wick
8. **Committees**
 - a. Membership & Grants – Kalynn Krueger
 - b. Conventions/Sales – Shawna Bortz
 - c. Marketing/Media - Jay Patel
 - d. Belonging and Mattering Committee – Jen Burch
9. **Old Business**
 - a. Explore La Crosse Day
 - b. Mobile Visitor Center at Riverside Park
 - c. Trolley Repairs
 - d. WIAA Sponsorship 2026
10. **New Business**
 - a. Discovery Center
 - b. Bridge Lighting Project & Committee
 - c. Milwaukee Bus Ad
 - d. Billy's Celebration of Life – August 29, from noon to evening. At Castle La Crosse.
 - e. 90-Day Report
 - f. Open Discussion

11. Adjournment

The Next Board Meeting is scheduled for June 16, starting at 8:00 a.m., at the LCCVB Office, 123 7th Street South, La Crosse.

Celebrating Staff Birthdays

Ben 6/19

Explore La Crosse Employment Anniversaries

A.J.	6/1/2016	10 Years
Erik	6/13/2022	4 Years