

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
SEPTEMBER 9, 2024
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 – AUGUST 26, 2024
- 1.2 BILLS PAYABLE THROUGH SEPTEMBER 6, 2024

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 ADA ACCESS AUDIT/TRANSITION PLAN
- 3.2 AUTHORIZE EXPENDITURE – WATER SYSTEM EVALUATION
- 3.3 SOLAR RFP – AQUATIC CENTER
- 3.4 LEASE AGREEMENT – READY BUS COMPANY
- 3.5 CALL FOR SPECIAL CITY COUNCIL MEETING – 9/26/2024
- 3.6 Mn PUBLIC UTILITIES COMMISSION DECISION-SOLAR GARDEN SUBSCRIPTION AGREEMENT
- 3.7 FEE SCHEDULE AMENDMENT
- 3.8 DONATION RESOLUTION
- 3.9
- 3.10

4. UNFINISHED BUSINESS

- 4.1

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
SEPTEMBER 9, 2024
5:00 P.M.

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

- 6.1 EXPLORE LA CROSSE
- 6.2
- 6.3
- 6.4
- 6.5

7. CORRESPONDENCE

- 7.1
- 7.2
- 7.3

8. CHAMBER OF COMMERCE

- 8.1

9. ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
AUGUST 26, 2024

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of August was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, August 26, 2024.

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

Also in attendance were Police Chief Luke Ahlschlager, and Police Officers Josh DeBoer, and Tanner Weinlartner.

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 AUGUST 12, 2024
- 1.2 BILLS PAYABLE THROUGH AUGUST 23, 2024

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – LA CRESCENT POLICE OFFICERS – OATH OF HONOR

La Crescent Police Chief Luke Ahlschlager administered the oath of honor to the La Crescent Police Department's newest police officers, Josh DeBoer and Tanner Weinfurter.

ITEM 3.2 – AUTHORIZE ORDINANCE – PROHIBIT CAMPING IN PUBLIC PLACES

Police Chief Luke Ahlschlager addressed City Council with increased concerns regarding a potential influx of unsheltered individuals into neighboring communities, including the City of La Crescent as a result of the City of La Crosse passing a new ordinance banning camping on all city-owned property to be enforced on August 28, 2024. Chief Ahlschlager requested that City Council authorize the City Attorney to draft an ordinance prohibiting camping in all city parks and on city-owned rights of way, with appropriate penalties for non-compliance. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION TO AUTHORIZE THE CITY ATTORNEY TO DRAFT AN ORDINANCE PROHIBITING CAMPING IN ALL CITY PARKS AND ON CITY-OWNED RIGHTS OF WAY, WITH APPROPRIATE PENALTIES FOR NON-COMPLIANCE, AND BRING BACK THE DRAFT ORDINANCE TO A FUTURE COUNCIL MEETING.

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

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

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

ITEM 3.3 – AUTHORIZE EXPENDITURE – ICE ARENA

City Administrator Bill Waller reviewed with City Council proposals from Rucker Painting, Inc. for \$72,364 and Villand & Son, Inc. for \$75,558 to paint the exterior walls and doors of the La Crescent Community Ice Arena. Lancer Youth Hockey has agreed to pay 50% of the project costs, and the City's 2024 general fund budget includes funds necessary to cover the City's 50% contribution to the project. It was recommended that the City Council accept the proposal submitted by Rucker Painting, Inc. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO ACCEPT THE PROPOSAL BY RUCKER PAINTING, INC. FOR \$72,364 TO PAINT THE EXTERIOR WALLS AND DOORS OF THE LA CRESCENT COMMUNITY ICE ARENA WITH LANCER YOUTH HOCKEY PAYING 50% OF THE COST AND THE CITY PAYING 50% OF THE COST WITH FUNDS FROM THE 2024 GENERAL FUND BUDGET.

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

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

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

ITEM 3.4 – LEASE AGREEMENT – READY BUS COMPANY

City Administrator Bill Waller reviewed with City Council an interest from Ready Bus Line to lease space at the City maintenance facility to store buses used to service their contract with the La Crescent-Hokah School District. Site plans of the area intended to be leased were included. As proposed, Ready Bus Line would lease the property from the City for \$1,500 per month. In addition, Ready Bus Line would be responsible for all site improvements related to their area use. The City-owned property is zoned industrial, and the proposed use of the property is consistent with the permitted uses identified in the City's Zoning Ordinance. It was recommended that the City Council approve in concept a one-year lease agreement between the City and Ready Bus Line. The formal lease agreement will be brought back to a future City Council meeting for approval. Ready Bus Service will use the site between now and the adoption of the formal lease agreement as the 2024/2025 school season begins. Representatives from Ready Bus Line were in attendance to answer questions. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE IN CONCEPT A ONE-YEAR LEASE AGREEMENT BETWEEN READY BUS LINE AND THE CITY OF LA CRESCENT TO LEASE SPACE AT THE CITY MAINTENANCE FACILITY TO STORE BUSES USED TO SERVICE THEIR CONTRACT WITH THE LA CRESCENT-HOKAH SCHOOL DISTRICT FOR \$1,500 PER MONTH WITH A FORMAL LEASE AGREEMENT BEING BROUGHT BACK TO A FUTURE CITY COUNCIL MEETING FOR APPROVAL.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes

Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poeflinger	Yes

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

ITEM 3.5 – UPDATE – BLANDIN GRANT/OVERLOOK PLAZA PROJECT

Community Development Director Larry Kirch introduced summer scholar Jules Marzec from the University of Minnesota's Resilient Communities Project (RCP) who presented City Council (via Zoom) with an update on the development of the Indigenous History Project at Overlook Plaza. Mike Greco, Program Director from the University of Minnesota, RCP also attended via Zoom. This was informational only, no action required.

ITEM 3.6 – DONATION RESOLUTION

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

RESOLUTION NO. 08-24-28

RESOLUTION ACCEPTING A DONATION MADE TO THE CITY OF LA CRESCENT IN AUGUST 2024

WHEREAS, the following donations were made to the City of La Crescent in the month of August 2024:

1. Bluff Country Family Resources wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
2. Laverne Jones wishes to donate \$10.00 to the LCPD/Neighbor's Night Out.
3. Doris and Jerry Bertilson wish to donate \$2000.00 to the La Crescent Fire Department.
4. La Crescent Area Healthy Community Partnership wishes to donate \$100.00 to the La Crescent Fire Department.
5. Jim and Carole Gehrig wish to donate \$50.00 to the La Crescent Fire Department in memory of Greg Schild.

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 August 2024.

SIGNED:

Mayor _____

ATTEST:

City Clerk _____

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

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

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

ITEM 3.7 – AUTHORIZE EXPENDITURE – AEDS

Community Development Director Larry Kirch addressed City Council with information that the city applied for and was awarded a \$2,000 grant from the Wisconsin Public Services (WPS) Foundation to install an AED in the Fire Station-Community Center Building. As part of the grant, the city will place a story and picture of the AED and grant information on the city website and include the WPS Foundation in the news story. The city will also issue a press release about the grant and AED placement and the Heart Safe Community initiative with a press conference when the AED is unveiled. In addition, Police Chief Ahlschlager applied to Houston County Health and Human Services Department for several AEDs that are part of county funds received from Opioid settlements. The city will receive three AEDs. One AED will be installed at the Wieser Park Pavilion. It was recommended that City Council authorize the purchase of the cabinets. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

MOTION TO AUTHORIZE THE PURCHASE OF CABINETS FOR AEDS TO BE INSTALLED AT THE COMMUNITY BUILDING AND THE WIESER PARK PAVILION.

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

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

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

ITEM 3.8 – PERSONNEL COMMITTEE RECOMMENDATION

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

1. That the City Council approve the promotion of Vernon D. Bridwell Jr. to the Training/Safety Officer position in the Fire Department. A letter from the Fire Chief regarding this recommendation was included. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE PROMOTION OF VERNON D. BRIDWELL JR. TO THE TRAINING/SAFETY OFFICER POSITION IN THE FIRE DEPARTMENT.

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

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

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

2. That the City Council accept Mark Abraham's retirement/resignation as the City's Baseball Director. A copy of Mr. Abraham's letter was included. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

MOTION TO ACCEPT MARK ABRAHAM'S RETIREMENT/RESIGNATION AS THE CITY'S BASEBALL DIRECTOR.

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

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

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

ITEM 3.9 – REVIEW CANNABIS MORATORIUM ORDINANCE

City Attorney Skip Wieser provided City Council with a review of options and alternatives to the minimum buffer requirements and limits on the location of a cannabis business within the City. It was the consensus of the council that Attorney Wieser draft a regulatory cannabis ordinance and bring it back to the September 23, 2024, City Council meeting.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1. DEVELOPMENT COMMISSION MINUTES

City Council reviewed the July 8, 2024, Development Commission Minutes.

6.2

7. HOUSTON COUNTY

Houston County Commissioner Dewey Severson was in attendance and provided an update.

8. CHAMBER OF COMMERCE

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

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member Hutchinson 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;

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

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

6:20 P.M.

APPROVAL DATE: _____.

SIGNED:

Mayor

ATTEST:

City Administrator

#1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 6, 2024
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending August 23, 2024. We would suggest that the City Council approve the payment of the bills payable as presented.

The bills payable include reimbursement to lifeguards at the aquatic center that worked a minimum of 150 hours during the summer of 2024 and provided receipts for their training and certifications.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ACENTEK						
8/24 STMT	ARENA PHONE CHARGES	08/31/2024	208.91	.00		
8/24 STMT	WATER PHONE CHARGES	08/31/2024	153.45	.00		
8/24 STMT	FIRE DEPT PHONE CHARGES	08/31/2024	474.85	.00		
8/24 STMT	PUBLIC WORKS PHONE CHARGES	08/31/2024	90.94	.00		
8/24 STMT	GOLF COURSE PHONE CHARGES	08/31/2024	440.31	.00		
8/24 STMT	PARKS PHONE CHARGES	08/31/2024	164.90	.00		
8/24 STMT	LIC BUR PHONE CHARGES	08/31/2024	169.32	.00		
8/24 STMT	SEWER PHONE CHARGES	08/31/2024	124.85	.00		
8/24 STMT	CITY HALL PHONE CHARGES	08/31/2024	409.32	.00		
8/24 STMT	POLICE DEPT PHONE CHARGES	08/31/2024	313.92	.00		
8/24 STMT	BLDG/ZNG PHONE CHARGES	08/31/2024	90.94	.00		
8/24 STMT	STREET PHONE CHARGES	08/31/2024	44.74	.00		
8/24 STMT	POOL PHONE CHARGES	08/31/2024	133.29	.00		
8/24 STMT	LIBRARY PHONE CHARGES	08/31/2024	135.73	.00		
Total 24:			3,045.47	.00		
ADVANCED FIRST AID INC.						
0824-630	AED FOR COMMUNITY ROOM-\$2,000 GRANT FUNDED	08/29/2024	2,431.86	.00		
Total 10210:			2,431.86	.00		
AFLAC						
8/24 STMT	INSURANCE PREMIUMS	09/01/2024	42.00	.00		
Total 72:			42.00	.00		
AFSCME						
8/24 DUES	PAYROLL DEDUCTED UNION DUES	09/01/2024	722.40	.00		
Total 25:			722.40	.00		
AHLSCHLAGER, BRYCEN						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION B. AHLSCHLAGER	09/01/2024	285.00	.00		
Total 10214:			285.00	.00		
AMAZON CAPITAL SERVICES						
13DH-DCLJ-676	LIBRARY - BOOKS	09/02/2024	12.99	.00		
14FW-JHGN-RF	LIBRARY - BOOKS	09/01/2024	7.99	.00		
16DT-KWPC-LFJ	CITY HALL - OFFICE SUPPLIES	08/18/2024	85.21	.00		
16DT-KWPC-LFJ	B&Z - OFFICE SUPPLIES	08/18/2024	49.96	.00		
16DT-KWPC-LFJ	CITY HALL - CLEANING SUPPLIES	08/18/2024	11.91	.00		
1F3L-9TYC-M37	CITY HALL - OFFICE SUPPLIES	08/18/2024	17.22	.00		
1JLH-6TRP-47TT	LIBRARY - BOOKS GRANT FUNDED	08/27/2024	29.27	.00		
1KDJ-Q74L-4MF	LIBRARY - BOOKS	09/02/2024	38.25	.00		
1PQV-H7NR-F66	PD - OFFICE SUPPLIES	08/31/2024	38.97	.00		
1QKH-CQLD-CX	CITY HALL - OFFICE SUPPLIES	08/30/2024	100.58	.00		
1QKH-CQLD-CX	CITY HALL - CLEANING SUPPLIES	08/30/2024	54.99	.00		
1QKH-CQLD-CX	CITY HALL - BLDG MAINT	08/30/2024	157.94	.00		
1R7L-JWK1-14N	ELECTION SUPPLIES	08/14/2024	59.99	.00		
1W6N-HRLX-HP	LIBRARY - BOOKS	08/26/2024	27.14	.00		
1X13-1L34-V9H	ELECTION SUPPLIES	08/25/2024	26.45	.00		
1X13-1L34-V9H	PARKS - SMALL TOOLS	08/25/2024	57.57	.00		
1X13-1L34-V9H	CITY HALL - OFFICE SUPPLIES	08/25/2024	98.45	.00		
1X13-1L34-V9H	PARKS - CLEANING SUPPLIES	08/25/2024	131.04	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1XYC-LL9H-94X	PD - OFFICE SUPPLIES	08/02/2024	262.32	.00		
1YV7-Y1X4-DR6	LIBRARY - BOOKS CREDIT	08/28/2024	3.14	.00		
Total 9956:			1,265.10	.00		
AUTO VALUE LA CROSSE						
516501484	CASE LOADER FILTER	08/06/2024	80.39	.00		
516501924	BRAKE CLEANER	08/09/2024	95.77	.00		
516502551	FILTERS FOR EQUIPMENT	08/15/2024	187.78	.00		
Total 2106:			363.94	.00		
B & T TECHNICAL SERVICES, LLC						
1582	COMM BLDG - SOLAR ELECTRICAL SERVICE	07/31/2024	582.54	.00		
Total 9680:			582.54	.00		
BAUMGARTNER, DAVE						
279534	TREE REMOVAL - 519 OAK ST.	09/03/2024	1,100.00	.00		
Total 8714:			1,100.00	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
9/24 STMT	A/R - DENTAL -BARB GILE	09/05/2024	85.36	85.36	09/05/2024	
9/24 STMT	A/R - DENTAL -DEB OLIVER	09/05/2024	85.36	85.36	09/05/2024	
9/24 STMT	A/R - DENTAL -PAUL KENAGA	09/05/2024	85.36	85.36	09/05/2024	
9/24 STMT	A/R - DENTAL -PHYLLIS FEIOCK	09/05/2024	42.67	42.67	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -LIBRARY	09/05/2024	42.67	42.67	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -PARKS	09/05/2024	34.15	34.15	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -PD	09/05/2024	336.33	336.33	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -FD	09/05/2024	5.87	5.87	09/05/2024	
9/24 STMT	A/R - DENTAL -ROSE ALBRECHT	09/05/2024	42.67	42.67	09/05/2024	
9/24 STMT	DENTAL INSURANCE WITHHELD	09/05/2024	379.04	379.04	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -REC	09/05/2024	8.95	8.95	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -SEWER	09/05/2024	45.40	45.40	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -STREET	09/05/2024	93.47	93.47	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -WATER	09/05/2024	60.76	60.76	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -LICENSE BUREAU	09/05/2024	146.83	146.83	09/05/2024	
9/24 STMT	EMPLOYER PAID DENTAL -CLERK	09/05/2024	111.58	111.58	09/05/2024	
Total 9858:			1,606.47	1,606.47		
BOBCAT OF THE COULEE REGION						
01-73983	GC - RAIN SHELTER AUGER RENTAL	08/07/2024	107.38	.00		
01-74179	REPLACE TRACKS & ROLLER ON TRACK MACHINE	08/14/2024	6,479.16	.00		
01-74203	BOBCAT TRACK MACHINE REPAIR HYDRAULIC FITTING	08/15/2024	335.16	.00		
01-74204	BOBCAT - TRACK MACHINE CREDIT	08/15/2024	53.36	.00		
01-74393	DOG PARK - RENT SOIL CONDITIONER	08/22/2024	125.00	.00		
Total 216:			6,993.34	.00		
BOYER, JORI						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION J. BOYER	09/01/2024	100.00	.00		
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION K. BOYER	09/01/2024	100.00	.00		
Total 10216:			200.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CITY OF LA CRESCENT						
8/24 ANIMAL	WATER/SEWER UTIL - ANIMAL SHELTER	08/31/2024	311.70	.00		
8/24 OLD HICKO	WATER/SEWER UTIL.-OLD HICKORY PARK SHELTER	08/31/2024	203.40	.00		
Total 196:			515.10	.00		
CITY TREASURER'S OFFICE						
198217 - 7/23-12/	NEW SEWER CONNECTIONS - 7/1/23-12/31/23	08/30/2024	7,300.00	.00		
Total 1086:			7,300.00	.00		
CULLIGAN WATER CONDITIONING						
285X21509405	PD - WATER COOLER RENTAL	09/01/2024	39.95	.00		
285X21509405	MAINT - WATER COOLER RENTAL	09/01/2024	39.99	.00		
285X21509405	CITY HALL - WATER COOLER RENTAL	09/01/2024	39.95	.00		
Total 231:			119.89	.00		
CUSTOM ALARM						
586468	GC - MONTHLY ALARM MONITORING SYSTEM	09/01/2024	44.65	.00		
Total 280:			44.65	.00		
DALCO ENTERPRISES INC						
4275743	BRUSH FOR FLOOR SCRUBBER AT WIESER PAVILION	08/27/2024	187.48	.00		
Total 313:			187.48	.00		
DAVY LABORATORIES						
24G0043	WATER - TESTING	07/03/2024	562.00	.00		
24H0404	WATER - TESTING	08/28/2024	108.00	.00		
Total 312:			670.00	.00		
DEBAUCHE TRUCK & DIESEL INC						
01W11714	MNDOT INSPECTION & SERVICE - 2015 INTERNATIONAL	08/26/2024	107.76	.00		
01W11717	MNDOT INSPECTION & SERVICE - 2018 INTERNATIONAL	08/07/2024	430.97	.00		
01W11727	MNDOT INSPECTION & SERVICE - 2007 INTERNAIONAL	08/26/2024	211.52	.00		
Total 297:			750.25	.00		
DEBOER, JOSH						
8/24 REIMB	PD - REIMBURSE MEALS FOR TRAINING	08/29/2024	51.23	.00		
Total 10190:			51.23	.00		
DENSTAD, RICK						
4700	GC - SAND FOR COURSE	08/26/2024	475.00	.00		
Total 8972:			475.00	.00		
DEPT OF NATURAL RESOURCES						
8/20/24-8/26/24	WEEKLY RECREATIONAL VEH. REGIST.	08/26/2024	353.40	353.40	08/30/2024	
Total 318:			353.40	353.40		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
DOBECK, RHODA						
8/24 LIBRARY	LIBRARY- CLEANING	08/31/2024	187.50	.00		
Total 10098:			187.50	.00		
E O JOHNSON CO INC - LEASE						
37294122	B&Z - COPY MACHINE MAINT	08/20/2024	114.05	.00		
37294122	CITY HALL - COPY MACHINE MAINT	08/20/2024	190.08	.00		
37294122	FIRE DEPT - COPY MACHINE MAINT	08/20/2024	76.02	.00		
37294122	POLICE - COPY MACHINE MAINT	08/20/2024	114.05	.00		
37294122	PUBLIC WORKS - COPY MACHINE MAINT	08/20/2024	114.05	.00		
37294122	SEWER DEPT - COPY MACHINE MAINT	08/20/2024	76.03	.00		
37294122	WATER DEPT - COPY MACHINE MAINT	08/20/2024	76.03	.00		
Total 9397:			760.31	.00		
EFTPS - ELECTRONIC FEDERAL TAX						
8/30/24 P/R	FED/FICA/MEDICARE	09/06/2024	22,326.14	22,326.14	09/06/2024	
Total 1127:			22,326.14	22,326.14		
ESS BROTHERS & SONS INC						
EE6716	MANHOLE - PROTECTION RINGS	08/26/2024	1,175.00	.00		
Total 9518:			1,175.00	.00		
FIVE STAR TELECOM INC						
50605	CAMERA REPAIR - HWY 16	08/28/2024	154.00	.00		
Total 9587:			154.00	.00		
FLAGSHIP RECREATION						
F22981	NEW SURFACE CHIPS AT VETERANS PARK & OLD HICKO	08/22/2024	5,850.00	.00		
Total 9160:			5,850.00	.00		
GILE, CHARLEE						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION C. GILE	09/01/2024	255.00	.00		
Total 10213:			255.00	.00		
GOPHER STATE ONE-CALL						
4080517	WATER - LOCATE	08/31/2024	34.43	.00		
4080517	SEWER - LOCATE	08/31/2024	34.42	.00		
Total 620:			68.85	.00		
GREATER MN PARKS & TRAILS						
2024 MEMBERS	2024 MEMBERSHIP DUES	08/30/2024	165.00	.00		
Total 9395:			165.00	.00		
HAACK, LORI						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION L. HAACK	09/01/2024	125.00	.00		
Total 10216:			125.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
HAWKINS INC.						
6849351	WATER PLANT - CHEMICALS	08/27/2024	9,084.46	.00		
Total 512:			9,084.46	.00		
HILLTOPPER REFUSE & RCYL SRVC						
8/24 BAGS	MONTHLY REFUSE P/U	08/31/2024	5,977.20	.00		
8/24 GOLF	RECYCLING & REFUSE P/U GOLF COURSE	08/31/2024	214.05	.00		
8/24 STMT	REFUSE P/U CITY HALL	08/31/2024	67.89	.00		
8/24 STMT	REFUSE P/U LIBRARY	08/31/2024	10.45	.00		
8/24 STMT	CITYWIDE RECYCLING P/U	08/31/2024	7,521.93	.00		
8/24 STMT	REFUSE P/U FIRE DEPT	08/31/2024	26.11	.00		
8/24 STMT	RECYCLING P/U FIRE DEPT	08/31/2024	16.48	.00		
8/24 STMT	REFUSE P/U PARKS	08/31/2024	405.37	.00		
8/24 STMT	REFUSE P/U MAINT SHOP	08/31/2024	230.71	.00		
8/24 STMT	REFUSE P/U ARENA	08/31/2024	159.66	.00		
8/24 STMT	REFUSE P/U ANIMAL SHELTER	08/31/2024	76.42	.00		
Total 9233:			14,706.17	.00		
HOUSTON CNTY TREASURER						
1475	DWI BLOOD DRAW	07/25/2024	120.00	.00		
Total 751:			120.00	.00		
INSTY-PRINTS OF LA CROSSE INC						
160831	B&Z - INSPECTION NOTICES & CERT. OF OCCUPANCY	08/26/2024	127.54	.00		
Total 807:			127.54	.00		
INTERNATIONAL UNION OF						
8/24 DUES	GC - UNION DUES WITHHELD	09/01/2024	210.00	.00		
Total 8293:			210.00	.00		
JOHNSON LIVINGS LLC						
INV329	MAINT - SAFETY SHIRTS	08/21/2024	231.90	.00		
Total 10147:			231.90	.00		
JORGENSEN, KELLIE						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION Q. JORGENSEN	09/01/2024	285.00	.00		
Total 10211:			285.00	.00		
KABAT, MICHAEL						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION M. KABAT	09/01/2024	220.00	.00		
Total 10217:			220.00	.00		
KANSAS CITY LIFE INSURANCE CO.						
9/24 STMT	EMPLOYER PAID INS. - FD	09/04/2024	.54	.54	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - LIBRARY	09/04/2024	26.40	26.40	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - PARKS	09/04/2024	13.09	13.09	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - PD	09/04/2024	28.46	28.46	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - REC	09/04/2024	4.05	4.05	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - SEWER	09/04/2024	15.54	15.54	09/04/2024	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
9/24 STMT	EMPLOYER PAID INS. - STREET	09/04/2024	38.64	38.64	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - WATER	09/04/2024	18.24	18.24	09/04/2024	
9/24 STMT	P/R DEDUCTIONS	09/04/2024	354.90	354.90	09/04/2024	
9/24 STMT	EMPLOYER PAID INS. - CLERK	09/04/2024	10.26	10.26	09/04/2024	
Total 8915:			510.12	510.12		
KWIK TRIP INC						
8/24 STMT	PD- FUEL	08/31/2024	906.99	.00		
8/24 STMT	STREETS - FUEL	08/31/2024	763.99	.00		
8/24 STMT	PARKS - FUEL	08/31/2024	235.70	.00		
8/24 STMT	B&Z - FUEL	08/31/2024	213.62	.00		
8/24 STMT	WATER - FUEL	08/31/2024	84.78	.00		
8/24 STMT	SEWER - FUEL	08/31/2024	84.79	.00		
8/24 STMT	FD - FUEL	08/31/2024	192.01	.00		
8/24 STMT	PD - WASHER FLUID	08/31/2024	3.67	.00		
Total 1014:			2,485.55	.00		
LA CRESCENT AUTO REPAIR, INC						
30997	PD- P19 VEHICLE MAINTENANCE	08/30/2024	45.82	.00		
31009	PD- P17 VEHICLE MAINTENANCE	08/30/2024	1,766.73	.00		
31010	PD- P21 VEHICLE MAINTENANCE	08/30/2024	45.82	.00		
Total 8168:			1,878.37	.00		
LA CRESCENT ROCK PRODUCTS INC						
24-345	STREETS - ROAD ROCK	08/31/2024	644.54	.00		
Total 1121:			644.54	.00		
LA CROSSE SEED CORPORATION						
SI-2506912	PARKS - GRASS SEED FOR DOG PARK	08/19/2024	1,156.18	.00		
Total 1198:			1,156.18	.00		
LAPHAM'S CLEANING LLC						
19	CITY HALL - CLEANING	08/25/2024	1,200.00	.00		
Total 10121:			1,200.00	.00		
LAW ENFORCEMENT LABOR SERVICES						
8/24 DUES	PD - PAYROLL DEDUCTED UNION DUES	09/01/2024	423.00	.00		
Total 1134:			423.00	.00		
LEAGUE OF MN CITIES INS TRUST						
2023/2024 WC A	WC INS PREMIUMS - GENERAL FUND	09/05/2024	10,557.00	.00		
2023/2024 WC A	WC INS PREMIUMS - LIBRARY	09/05/2024	154.00	.00		
2023/2024 WC A	WC INS PREMIUMS - FIRE DEPT	09/05/2024	30.00	.00		
2023/2024 WC A	WC INS PREMIUMS - WATER	09/05/2024	1,515.00	.00		
2023/2024 WC A	WC INS PREMIUMS - SEWER	09/05/2024	107.00	.00		
2023/2024 WC A	WC INS PREMIUMS - LICENSE BUREAU	09/05/2024	173.00	.00		
2023/2024 WC A	WC INS PREMIUMS - GOLF COURSE	09/05/2024	775.00	.00		
Total 1115:			10,007.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
LEASE SERVICING CENTER, INC.						
51361	PD TESLA - LEASE PYMT INTEREST	09/01/2024	381.60	381.60	09/03/2024	
51361	PD TESLA - LEASE PYMT PRINCIPAL	09/01/2024	885.72	885.72	09/03/2024	
Total 10152:			1,267.32	1,267.32		
LUDWIGSON, JASON						
8/1/24 - 8/31/24	SUSTAINABILITY SERVICES	08/31/2024	4,560.00	.00		
8/1/24 - 8/31/24	MILEAGE	08/31/2024	13.40	.00		
Total 9632:			4,573.40	.00		
MACQUEEN EQUIPMENT INC						
W06100	FD - PUMPER REPAIR	08/19/2024	2,951.60	.00		
W06101	FD - PUMPER INSPECTION	08/19/2024	659.88	.00		
W06102	FD - PUMPER REPAIR	08/19/2024	779.82	.00		
Total 1346:			4,391.30	.00		
MENARDS-LA CROSSE						
03152	FD - SMALL TOOLS	08/27/2024	139.98	.00		
03152	MAINT - VEHICLE REPAIR	08/27/2024	22.42	.00		
03152	STREETS - GUARD REPAIR	08/27/2024	213.48	.00		
03152	SNOWFENCE FOR APPLEFEST	08/27/2024	479.00	.00		
Total 1352:			854.88	.00		
MIDWEST MACHINERY CO.						
10182504	PARKS - MOWER DECK BELT	08/26/2024	251.72	.00		
Total 9837:			251.72	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
8/30/24/PR00156	MN CHILD SUPPORT	09/03/2024	497.46	497.46	09/03/2024	
Total 9597:			497.46	497.46		
MINNESOTA DEPT OF REVENUE						
8/30/24 P/R	MN STATE WHT	09/04/2024	4,187.00	4,187.00	09/04/2024	
Total 227:			4,187.00	4,187.00		
MINNESOTA RURAL WATER ASSOC.						
10/24 - DORSCH	COLLECTION SC/SD REFRESHER- DORSCHNER	09/03/2024	300.00	.00		
10/24 - GILLET	WASTEWATER A & B REFRESHER	09/03/2024	300.00	.00		
10/24 - KOCH	COLLECTION SC/SD REFRESHER- KOCH	09/03/2024	300.00	.00		
Total 1361:			900.00	.00		
MINNESOTA STATE RETIREMENT SYS						
8/30/24 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	09/05/2024	1,067.77	1,067.77	09/05/2024	
Total 1285:			1,067.77	1,067.77		
MORKEN, ERIC						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION I. MORKEN	09/01/2024	125.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10212:			125.00	.00		
MTI DISTRIBUTING INC						
1445603-00	GC - EQUIPMENT REPAIR	08/20/2024	115.15	.00		
Total 1330:			115.15	.00		
NCPERS GROUP LIFE INSURANCE						
8/24 STMT	LIFE INSURANCE PREMIUMS	09/01/2024	160.00	.00		
Total 1619:			160.00	.00		
NORTHERN BEVERAGE DISTRIBUTING						
1355502	GC - BEER FOR RESALE	08/22/2024	689.60	.00		
1358965	GC - BEER FOR RESALE	08/29/2024	262.70	.00		
Total 2311:			952.30	.00		
PEPSI-COLA BOTTLING COMPANY						
9108446	GC - POP FOR RESALE	08/05/2024	770.50	.00		
9109730	GC - POP FOR RESALE	08/12/2024	350.00	.00		
9111128	GC - POP FOR RESALE	08/19/2024	790.00	.00		
Total 1615:			1,910.50	.00		
PERFORMANCE FOODSERVICE						
757850	GC - FOOD FOR RESALE	08/09/2024	454.10	.00		
Total 10087:			454.10	.00		
POINT C						
8/23/24 M. ERNS	MEDICAL REIMB P/R DEDUCTED- M. ERNSTER	08/27/2024	80.00	80.00	08/27/2024	
8/24 STMT PCH1	ADMIN FEE	09/05/2024	75.00	75.00	09/05/2024	
8/30/24 R. LEMK	MEDICAL REIMB P/R DEDUCTED-R. LEMKE	09/04/2024	102.40	102.40	09/04/2024	
Total 10202:			257.40	257.40		
PUBLIC EMPLOYEES RETIREMENT						
8/30/24 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	09/04/2024	16,894.81	16,894.81	09/04/2024	
Total 1612:			16,894.81	16,894.81		
R & R PRODUCTS INC						
CD2945036	GC - STAKES	08/15/2024	174.16	.00		
CD2945036	GC - EQUIPMENT REPAIR	08/15/2024	532.83	.00		
CD2945522	GC - EQUIPMENT REPAIR	08/16/2024	834.75	.00		
Total 1833:			1,541.74	.00		
RONCO ENGINEERING SALES INC						
3368644	BOBCAT REPAIR	08/15/2024	5.10	.00		
3369047	BOBCAT REPAIR	08/20/2024	66.78	.00		
Total 1813:			71.88	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SAM'S CLUB						
8/24 STMT	PARKS - SHELVES & ROLLING CABINET FOR WEISER PA	08/31/2024	329.94	.00		
8/24 STMT	FD - BATTERIES	08/31/2024	139.92	.00		
8/24 STMT	CITY HALL - OFFICE SUPPLIES	08/31/2024	18.98	.00		
8/24 STMT	CITY HALL - CLEANING SUPPLIES	08/31/2024	39.94	.00		
8/24 STMT	GC - CHIPS, SNACKS, NUTS	08/31/2024	132.85	.00		
8/24 STMT	CITY HALL - OFFICE SUPPLIES	08/31/2024	221.40	.00		
8/24 STMT	MAINT - OFFICE SUPPLIES	08/31/2024	59.52	.00		
Total 1861:			942.55	.00		
SOUTHEAST LIBRARIES COOP						
052671	LIBRARY- ILS PACKAGE AND PC SUPPORT	09/03/2024	809.32	.00		
Total 1962:			809.32	.00		
TACTICAL SOLUTIONS						
10410	PD - YEARLY RADAR CERTIFICATION	08/21/2024	279.00	.00		
10410	PD - EQUIPMENT	08/21/2024	177.00	.00		
Total 9345:			456.00	.00		
TITAN MACHINERY INC.						
SO0094433-1	MAINT - CASE LOADER REPAIR	08/01/2024	2,417.24	.00		
Total 9088:			2,417.24	.00		
TRI-STATE BUSINESS MACHINES IN						
608636	DMV - COPY/PRINTER	08/27/2024	60.00	.00		
Total 2024:			60.00	.00		
UNITED STATES POSTMASTER						
8/24 CYCLE 1 BI	POSTAGE - WATER/SEWER BILL	09/05/2024	199.08	199.08	09/05/2024	
8/24 CYCLE 1 BI	POSTAGE - WATER/SEWER BILL	09/05/2024	199.08	199.08	09/05/2024	
Total 2102:			398.16	398.16		
VERIZON WIRELESS						
9970458833	WATER DEPT - WIRELESS	07/31/2024	57.49	57.49	08/27/2024	
9970458833	SEWER DEPT - WIRELESS	07/31/2024	57.49	57.49	08/27/2024	
Total 8973:			114.98	114.98		
VISA						
8/24 STMT	PD - INTERNET PEOPLE SEARCH	08/31/2024	75.00	.00		
8/24 STMT	PD - OPERATING SUPPLIES	08/31/2024	43.80	.00		
8/24 STMT	PD - HOTEL FOR TRAINING D. DAVEAU	08/31/2024	332.42	.00		
8/24 STMT	NOTARY RENEWAL - L. OLSON	08/31/2024	120.00	.00		
8/24 STMT	PD - TRAINING FOR D. DAVEAU	08/31/2024	299.00	.00		
8/24 STMT	ZOOM SUBSCRIPTION RENEWAL	08/31/2024	299.80	.00		
8/24 STMT	NOTARY RENEWAL - A. BOETTCHER	08/31/2024	120.00	.00		
8/24 STMT	FIRE MARSHALL CONFERENCE - 2 PEOPLE	08/31/2024	350.00	.00		
8/24 STMT	B&Z - CEU SEMINAR REGISTRATION	08/31/2024	85.00	.00		
8/24 STMT	PROJECT REVIEW MEETING LUNCH	08/31/2024	49.37	.00		
8/24 STMT	OVERLOOK PLAZA - HOCHUNK YOUTH EVENT	08/31/2024	241.60	.00		
8/24 STMT	FD - SAFETY EQUIPMENT	08/31/2024	22.85	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
8/24 STMT	PD - ID CARD	08/31/2024	15.99	.00		
8/24 STMT	PD - TRAINING T. WEINFURTER	08/31/2024	100.00	.00		
8/24 STMT	WATER & COFFEE - USA GRAVEL MEETING	08/31/2024	25.84	.00		
8/24 STMT	FOOD FOR ELELECTION JUDGES	08/31/2024	217.45	.00		
8/24 STMT	FOOD FOR ELELECTION JUDGES	08/31/2024	43.40	.00		
8/24 STMT	PROJECT REVIEW MEETING LUNCH	08/31/2024	66.55	.00		
Total 2208:			2,508.07	.00		
WATER SYSTEMS CO.						
757632	LIBRARY - WATER DELIVERY	08/15/2024	46.75	.00		
765630	LIBRARY - COOLER RENTAL	08/31/2024	8.00	.00		
Total 8605:			54.75	.00		
WIESER LAW OFFICE PC						
8/24 CITY	BLDG/ZNG - LEGAL FEES	08/31/2024	1,115.05	.00		
8/24 CITY	CLERK - LEGAL FEES	08/31/2024	1,115.05	.00		
8/24 CITY	COUNCIL - LEGAL FEES	08/31/2024	1,115.05	.00		
8/24 CITY	WATER DEPT - LEGAL FEES	08/31/2024	567.53	.00		
8/24 CITY	SEWER DEPT - LEGAL FEES	08/31/2024	567.53	.00		
8/24 POLICE	PD - LEGAL FEES	08/31/2024	4,953.85	.00		
Total 2361:			9,414.06	.00		
WOLCOTT, JOSH						
REIMB - LIFEGR	REIMB - LIFEGUARD CERTIFICATION A. WOLCOTT	09/01/2024	250.00	.00		
Total 10215:			250.00	.00		
ZIEBELL'S HIAWATHA FOODS INC						
407133	GC - CLEANING SUPPLIES	08/02/2024	169.98	.00		
407133	GC - KITCHEN SUPPLIES	08/02/2024	53.58	.00		
407133	GC - FOOD FOR RESALE	08/02/2024	479.39	.00		
407133	GC - CHIPS, SNACKS, NUTS	08/02/2024	35.26	.00		
407700	GC - CHIPS, SNACKS, NUTS	08/09/2024	50.00	.00		
407700	GC - CLEANING SUPPLIES	08/09/2024	319.91	.00		
407700	GC - FOOD FOR RESALE	08/09/2024	677.26	.00		
408258	GC - FOOD FOR RESALE	08/16/2024	181.08	.00		
408294	GC - CLEANING SUPPLIES	08/16/2024	132.76	.00		
408294	GC - FOOD FOR RESALE	08/16/2024	644.29	.00		
408361	GC - FOOD FOR RESALE CREDIT	08/23/2024	40.59	.00		
408842	GC - KITCHEN SUPPLIES	08/23/2024	102.15	.00		
408842	GC - FOOD FOR RESALE	08/23/2024	667.59	.00		
408842	GC - CHIPS, SNACKS, NUTS	08/23/2024	50.00	.00		
408842	GC - CLEANING SUPPLIES	08/23/2024	402.78	.00		
409428	GC - KITCHEN SUPPLIES	08/30/2024	13.73	.00		
409428	GC - CLEANING SUPPLIES	08/30/2024	307.20	.00		
409428	GC - FOOD FOR RESALE	08/30/2024	905.76	.00		
409428	GC - CHIPS, SNACKS, NUTS	08/30/2024	50.00	.00		
Total 2417:			5,202.12	.00		
Grand Totals:			166,562.71	49,481.03		

#3.1



TO: Honorable Mayor and City Council Members

FROM: Tyler Benish, Public Works Director 

DATE: September 4th, 2024

RE: ADA access audit/transition plan

In 2023 the city selected MSA Professional Services to do an ADA facility audit of parks and recreation facilities which includes site visits, prepare a transition plan and develop a final report. Hannah Cramer from MSA will be in attendance (via ZOOM) to present the final report and answer questions.

The transition plan will be used as a guide for maintenance, yearly budgeting and future improvements. The transition plan will be a living document that will be updated as work is completed.

The Park and Rec Commission has reviewed the report and it was the consensus of the Commission to recommend that the City Council adopt the ADA Facility Audit of Parks and Recreation Facilities for the City of La Crescent.



ADA FACILITY AUDIT OF PARKS AND RECREATION FACILITIES

PARKS & RECREATION DEPARTMENT
LA CRESCENT, MINNESOTA

DRAFT | FEBRUARY 22, 2024

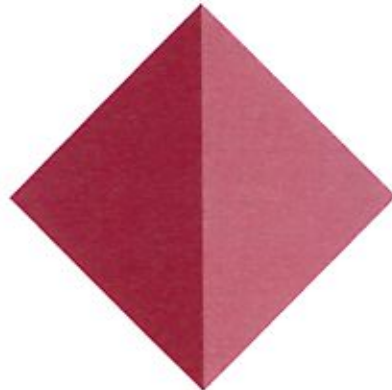




ADA FACILITY AUDIT AND TRANSITION PLAN



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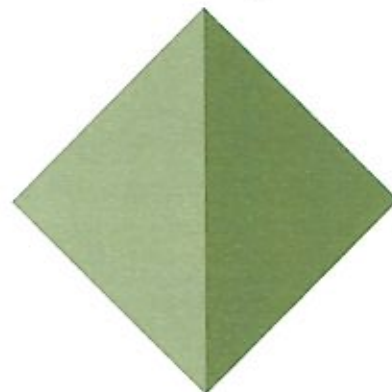


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DRAFT



PROFESSIONAL SEAL AND SIGNATURE

SECTION I - INTRODUCTION



SECTION I - INTRODUCTION

NEED AND PURPOSE

The Americans with Disabilities Act (ADA) of 1990 is a Civil Rights statute (Law), enforced through the judicial system. This law prohibits discrimination against people who have disabilities. Title II of the Act specifically addresses making public services accessible to those with disabilities and applies to municipalities. Title II requires physical accessibility assessments of all existing facilities to determine whether there are elements that create physical barriers to individuals with disabilities. In 2010, new replacement ADA standards were issued and became effective March 15, 2012. These new standards expanded to include recreational assets; playgrounds, play areas, athletic fields, sports courts, and more.

This document has been created for the City of La Crescent to specifically cover accessibility within City of La Crescent Park Facilities and does not include information on City rights-of-way, programs, practices, or building facilities not related to parks. In 2023, The City of La Crescent hired MSA Professional Services to assist with the evaluation of public park properties within the City, identified in Table 1 - Section II. Other facilities and spaces owned or operated by City are not included in this report. Section II of this report summarizes accessibility deficiencies observed at each of the sites and facilities audited. Refer to Section III of the report for additional information on the City's approach and the timeline for corrective measures, commonly referred to as the Transition Plan.

ADA AND ITS RELATIONSHIP TO OTHER LAWS

Title II of ADA is companion legislation to two previous federal statutes and regulations: the Architectural Barriers Acts of 1968 and Section 504 of the Rehabilitation Act of 1973.

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

SECTION I - INTRODUCTION



AGENCY REQUIREMENTS

Under Title II, the City of La Crescent (Parks and Recreation Department) must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and usable by individuals with disabilities (28 C.F.R. Sec. 35.150).
- May not refuse to allow a person with a disability to participate in a service, program, or activity simply because the person has a disability (28 C.F.R. Sec. 35.130 (a)).
- Must make reasonable modifications in policies, practices, and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result (28 C.F.R. Sec. 35.130(b) (7)).
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective (28 C.F.R. Sec. 35.130(b)(iv) & (d)).
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others (29 C.F.R. Sec. 35.160(a)).
- Must designate at least one responsible employee to coordinate ADA compliance [28 C.F.R. Sec. 35.107(a)]. This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals [28 C.F.R. Sec. 35.107(a)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [28 C.F.R. Sec. 35.106]. The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [28 C.F.R. Sec. 104.8(a)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [28 C.F.R. Sec. 35.107(b)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

SECTION II - EVALUATION

SECTION II - EVALUATION



METHODOLOGY

In June and July of 2023, MSA conducted accessibility audits for nine of the City of La Crescent managed parks. The team developed audit reports for each park (refer to the Appendix A), that included the following information:

- Cover page, featuring:
- Aerial photo of the building or park facility.
- Name of the building or park.
- Floor Plan (if applicable).
- Photos and description of deficiencies as identified from audits.

To complete the audits of recreational facilities, MSA referenced several existing checklist templates produced by the New England ADA Center, an Institute for Human Centered Design project, and a member of the ADA National Network. The checklists are based on the 2010 ADA Standards for Accessible Design, the Accessibility Guidelines of the Americans with Disabilities Act (ADAAG).

For audits of buildings and structures, MSA follows the American National Standard for Accessible and Usable Buildings and Facilities (ANSI A117.1). These standards are almost identical to the Americans with Disability Act Accessibility Guide (ADAAG). The primary difference between the two is that ADAAG is part of the overall ADA, which is federal civil rights legislation, while ANSI A117.1 is the accessibility standard adopted by the state of Minnesota under the Minnesota State Building Code and it is understood that this standard achieves ADA compliance.

This study does not include a review of the requirements for alarms (beyond fire alarms), telecommunications, websites, 911 communications, programs, services, employment, or transportation issues of ADA. This study reviewed all portions of the buildings and grounds listed, including public areas, and service areas.



Veteran's Park



Wieser Memorial Park



Frank J Kistler Park



SECTION II - EVALUATION

ADA Title II requires that all public programs be accessible and should not necessarily be construed to mean all portions of all public facilities. The extent of modifications required for all non-compliant items listed is contingent on the use of the area or room as part of a public program offered by the City of La Crescent Parks and Recreation Department. The burden of judgment and distinction of public areas from employment areas is the responsibility of City officials.

It is important to note that just because there is a physical barrier does not necessarily indicate program accessibility under the law. Program accessibility requires that each service, program or activity be operated "so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities" 28 C.F.R. 35.150(a), subject to the financial and administrative burdens and fundamental alterations defenses provided in 28 C.F.R. 35.150. The City of La Crescent is responsible for using this data and determining Program accessibility.

Program modifications or relocation may be implemented to resolve a physical barrier and is probably the most cost-effective way of addressing some non-compliant items. Section III, Table 1 (Transition Plan) includes the cost for items in public portions of the facilities. It should be noted for non-public areas that ADA (Title I) does have requirements for the employment portions of publicly owned facilities as well, and those associated requirements should be reviewed with the City's legal counsel.

Overall, this study is not considered the conclusion of the City's assessment of compliance with the Americans with Disabilities Act, but as a catalyst to its eventual full interpretation and ultimate implementation of required corrective measures. Further, please note the information contained in this report is not legal advice; consult Legal Counsel with any specific legal questions in regards to the City's obligations for compliance.



Crescent Valley Park



Valley South Park

SUMMARY OF EXISTING FACILITIES
Table 1

Park Name	Park Address	Acreage	Pool	Bike/Walking Trails	Park Shelter	Benches/Tables	Play Equipment	Monument/Historic Site	Basketball Court	Pickleball Court	Tennis Court	Sand Volleyball Court	Ball Fields	Soccer Field	Ice Skating Rink	Open Green Space	Sliding Hill	Restrooms	Parking Lot
Abnet Field	520 S 14th Street	10.4																	
Crescent Valley Park	Valley Lane	0.5																	
Eagles Bluff	422 Red Apple Drive	107.1																	
Frank J Kistler Memorial Park	608 S 7th Street	5.4																	
Horsetrack Meadows	Bridle Lane	38.9																	
John S Harris Park	N Elm Street	2																	
North End Park	Ambrosia Street	10																	
Old Hickory Park	1200 Jonathan Lane	17.8																	
Stoney Point	Stoney Point Road	59.6																	
Valley South Park	Jupiter Street	4																	
Veteran's Park	595 Veterans Parkway	8																	
Vetsch Park	722 N 2nd Street	25																	
Vollenweider Park	Crescent Hills Drive	18.9																	
Wieser Memorial Park	1811 County Road 6	5.9																	



SECTION II - EVALUATION

SUMMARY OF FINDINGS

Table 2 provides a broad overview of the results of the accessibility audit for each park. Major audit categories include: Approach & Entry, Play Areas, and Site Features; Buildings are differentiated and further broken down into minor audit categories. The compliance assessment summary for each minor audit category are as follows:

- ND = No Observed Deficiency
- LD = Low-Level Deficiency (few, minor, easily correctable deficiencies exist)
- HD = High-Level Deficiency (many, major, or difficulty in correcting deficiencies exist)
- NE = Not Present (feature did not exist at the park or facility)

The LD and HD categorization are subjective in nature but based on professional opinion. As an example, a restroom with an exterior door that shuts too quickly is a low-level deficiency, as adjustments to the door closing mechanism require minimal effort or cost to the City to achieve compliance. However, a restroom that lacks sufficient stall width is a high-level deficiency as remodeling interior spaces would be required to bring the restroom into compliance.

The purpose of the matrix is not to detail the extent of particular deficiencies but to provide, at a glance, a summary of how all the parks meet accessibility requirements. The summary matrix may be most beneficial in the development of the Transition Plan. For example, the City may focus future corrective actions to particular parks where only a few or low-level deficiencies exist.

NOTE: All results are based on conditions observed at the time of audit. New deficiencies could have arisen after the completion of an audit. Additionally, deficiencies may have been corrected before the release of this study.

EXAMPLES OF DEFICIENCY CATEGORIES



No Observed Deficiency
Proper route width and barrier-free access to pickleball courts provided.



Low-Level Deficiency
Add compliant signage for accessible parking stalls.



High-Level Deficiency
Add accessible route to shelter.

AUDIT DEFICIENCY SUMMARY

Table 2

Audit Deficiency Checklist:		Address	Approach & Entry			Play Areas			Site Features			Buildings			Summary				
Map #	Facility Name		Parking	Routes	Accessible Routes	Play Equipment	Ground Surfaces	Accessible Routes	Site Furnishings (Tables, Benches, etc.)	Drinking Fountains	Shelters	Restrooms	Other Building (Ice Arena, Aquatic Center, etc.)	Total ND	Total LD	Total HD			
Parks																			
1	Abnet Field	520 S 14th Street	LD	HD	NE	NE	NE	HD	ND	HD	ND	HD	HD	2	1	4			
2	Crescent Valley Park	Valley Lane	HD	HD	LD	ND	HD	HD	LD	NE	NE	NE	NE	1	2	4			
3	Eagles Bluff	422 Red Apple Drive	No Auditable Features														0	0	0
4	Frank J Kistler Memorial Park	608 S 7th Street	ND	ND	LD	ND	HD	LD	LD	HD	NE	HD	HD	3	3	3			
5	Horsetrack Meadows	Bridle Lane	No Auditable Features														0	0	0
6	John S Harris Park	N Elm Street	NE	LD	ND	ND	HD	LD	LD	NE	NE	NE	NE	2	3	1			
7	North End Park	Ambrosia Street	No Auditable Features														0	0	0
8	Old Hickory Park	1200 Jonathan Lane	HD	HD	HD	LD	ND	HD	ND	LD	LD	HD	NE	2	3	5			
9	Stoney Point	Stoney Point Road	No Auditable Features														0	0	0
10	Valley South Park	Jupiter Street	NE	HD	LD	LD	HD	LD	LD	NE	NE	NE	NE	0	4	2			
11	Veteran's Park	595 Veterans Parkway	ND	ND	LD	LD	LD	HD	LD	NE	NE	NE	NE	2	4	1			
12	Vetsch Park	722 N 2nd Street	LD	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	0	1	0			
13	Vollenweilder Park	Crescent Hills Drive	No Auditable Features														0	0	0
14	Wieser Memorial Park	1811 County Road 6	ND	ND	HD	LD	ND	LD	LD	LD	LD	HD	LD	3	5	2			

Key		
ND	No Deficiency	No observed deficiencies.
LD	Low level Deficiency	Few, minor, easily correctable deficiencies.
HD	High level Deficiency	Many, major, or difficulty in correcting deficiencies.
NE	Not Present	Feature doesn't exist.

SECTION III - TRANSITION PLAN

SECTION III - TRANSITION PLAN



OVERVIEW

The audit of City of La Crescent park facilities has identified conditions or components that form accessibility barriers. The Americans with Disabilities Act ("ADA") requires consideration by the City to address the identified barriers and bring the Parks and Recreation Programs, Policies, and Services into compliance.

With the facility assessment completed, the next step is to prioritize the recommended upgrades. The overall results, if aggregated, indicate the cost of the upgrades and repairs that will be required to bring all of the facilities into compliance. Funding for all of the upgrades may not be currently available. Thus, this Transition Plan document has been compiled to provide a priority structure for addressing needs in the system with the City's available funding and resources, as a phased approach.

The ADA, Title II, subsection 35.150, requires transition plans to be developed for local governments with 50 or more employees. The required transition plan is a planning document that denotes priorities, responsible parties, and timelines for ADA compliance in all public facilities. While not required, it is also best practice to identify cost estimates for each correct measure.

The City's Transition Plan includes the following components:

1. An overview of the City's Parks and Recreation Department's priority strategies for implementing corrective measures.
2. Contact information for the staff member designated as the ADA Coordinator and a summary of grievance procedures.
3. A table identifying deficiencies by park, including the recommended corrective action, cost estimates, target year for completion, and place to document an actual year of completion.

This Transition Plan is a guiding document intended to be continuously reviewed and updated by City staff as corrective measures are implemented or new priorities emerge. The City may identify the need to change the priority of items, convert temporary solutions to permanent, or modify approach to improvements based on budget and staff time.

DETERMINING PRIORITIES FOR CORRECTIVE MEASURES

The following section describes the City's Park and Recreation Department's strategy for developing priorities for corrective measures for existing park and recreation facilities that do not meet the 2010 Accessibility Standards. When constructing new facilities, the 2010 Accessibility Standards (or most current edition) must be followed in design and construction. When altering or improving existing facilities, the City must ensure that the part altered or improved complies with the 2010 Accessibility Standards. Those remaining deficient building or park facilities should be brought into compliance over time according to the priorities outlined below and within the Department's reasonable ability to budget for improvements.



SECTION III - TRANSITION PLAN

In determining how many facilities of a multi-site program require modifications to meet accessibility guidelines, further consideration may be applied taking into account the regional usage and unique amenity mix. In order to address the parks and amenities with the highest usage or singular amenity offering this approach will logically focus on the improvements to make the program readily accessible to and usable by individuals with disabilities accounting for such factors as:

- Size of the public entity
- Number of sites
- Particular program features offered at each site
- Geographical distance between sites
- Travel time to the sites
- Availability of public or alternative transportation to the sites
- Availability of accessible pedestrian routes to the playgrounds
- Comparable amenities and services in and surrounding the play areas
- Size of the playgrounds
- And sufficient variety of accessible play components

The City's timeline includes provisions for addressing corrective measures for deficiencies based on the availability of City resources and some of the following factors:

- A. Maintenance.** ADA deficiencies that exist due to maintenance issues, such as trash receptacles placed on an otherwise accessible path creating a barrier to access, should be immediately addressed. Other deficiencies that can be addressed by City Staff and at a relatively low cost, for example, installing grab bars in park restrooms or adjusting signage, are also considered a higher priority for scheduling corrective measures than those items that, intuitively, are more expensive to correct, such as improvements that would require structural changes to existing restroom facilities.
- B. Accessible Routes.** After maintenance issues (i.e. low hanging fruit), the City's second priority is to address parking and route of access deficiencies. The City recognizes that an otherwise accessible feature such as a piece of playground equipment is inaccessible if the access to the play equipment does not meet accessibility standards.
- C. Regional Impact.** The City's larger multi-use facilities are more used for group, community, and family functions than single use facilities. Corrective measures at smaller or single-use areas are less likely to affect the greatest number of potential users unless adjacent land uses create a higher than expected demand. Context around and programmed use of each facility may create a higher demand for accessible park facilities than for parks that lack similar uses. In addition, it is the City's objective to focus corrective measures across the City so that accessible park elements are dispersed equitably across the City, rather than concentrated in one region of the City.
- D. Major Infrastructure Replacement.** The City's fourth priority is to address deficiencies when major infrastructure needs to be renovated or replaced. The City has numerous park shelters, restrooms, playgrounds, and parking lots that have replacements scheduled as part of existing or upcoming Master Planning efforts. The associated deficiencies will be addressed when they are replaced.

SECTION III - TRANSITION PLAN



The City of La Crescent (Park and Recreation Department) should not view the factors and priorities identified on the previous page as a limit on the Department's ability to take corrective actions as deemed necessary at any time. For example, the Department may consider adjustments to the scheduling of corrective measures, which would have the effect of falling outside the priority parameters above, if there is reasonable cause to do so, such as a new documented need or request for corrective measures brought to the City's attention.

In addition, ADA C.F.R. Section 35.150 makes it clear that not necessarily every facility or site of the same type must be made accessible. For example, not every existing shelter within the City's parks needs to be accessible, and the City may provide for the delivery of services at alternate accessible sites. However, when only some of the facilities are accessible, the City will strive to maintain scheduling policies for their use to accommodate requests for accessible shelters, boating facilities, play areas, or restrooms (if provided).

In addition, ADA C.F.R. Section 35.150 does not require the City to take any action that would threaten or destroy the historical significance of a historic property or require the City to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity; or in undue financial and administrative burden; or result in a direct threat to the health or safety of others. If an action would result in such an alteration, burden, or safety issue, the Department may take any other action that would not result in such an alteration, burdens, or safety issue but would ensure that individuals with disabilities receive the benefits or services provided by the City of La Crescent.

ADA COORDINATOR

Title II of the ADA requires that one staff member be designated as ADA Coordinator. This person is responsible for receiving, review, and response to questions and concerns expressed by anyone who has a concern with disability-related access within the City of La Crescent park facilities. The designated ADA Coordinator for the City of La Crescent is Tyler Benish, Public Works Director, and his contact information can be found in the appendix of this report.

The ADA Coordinator shall refer ADA grievances to the City Council for review and recommendation in instances where an initial staff response does not resolve the grievance. Oversight for accessibility deficiency assessments, correct measures, and updates to the Transition Plan Timeline for City facilities is the responsibility of the City's ADA Coordinator.

GRIEVANCE PROCEDURE

In accordance with 28 C.F.R. 35.107(b), City of La Crescent has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances. This grievance procedure is outlined in Appendix D.

A complaint regarding accessibility of the City's park facilities and services should be in writing and contain information about the alleged discrimination such as the name of the complainant, address of the complainant, phone number of complainant, the location, date, and a description of the issue. The City of La Crescent's form for submittal of complaints can be found in the Appendix D. Alternative means of filing complaints, such as personal interviews or a recording of the complaint, will be made available for persons with disabilities upon request to the ADA Coordinator.



SECTION III – TRANSITION PLAN

TRANSITION PLAN TIMELINE

Table 3 on the following pages summarizes the observed deficiencies at each of the City's current park facilities. The information, sorted by facility name, includes a summary of the observed deficiency, target year, date of corrective measures, estimated cost, and space for tracking costs if the City desires. Each individual park audit contains a summary with description, photos of deficiencies, and potential recommendations for corrective measures (refer to Section III).

The target for completion has been identified either as a specific year range for larger capital projects or 'TBD' if that determination is yet to be determined. The City has or will identify a timeframe within which to implement corrective measures. Following completion of the audit reports, the City of La Crescent identified those deficiencies that could be reasonably addressed based on the priorities discussed in this plan and existing/anticipated City resources. While it is the City's intention to undertake most projects identified with a target completion of 2030, the City recognizes that other factors, including budgetary constraints, may not allow for the completion of all projects within the recommended timeframe.

Estimated costs have been developed for those actions which are likely to require contracted services for design and construction (e.g. new accessibility routes or restroom replacement), and limited to those corrective measures anticipated to occur within the next 10 years. The costs provided are preliminary construction estimates that were made before design or engineering considerations. The City recognizes that providing cost estimates beyond this timeframe is speculative and unpredictable and because it is the intent of the City to continually update the transition plan timeline.

Prioritization of Corrections and Improvements	
Priority	Proposed Timeframe
1*	1 - 2 years
2	3 - 5 years
3	6 - 7 years
4	8 - 10 years
5	10+ years

* - The City will provide signage directing users to accessible features until existing features are otherwise modified as part of a long-term solution.

As previously stated, this transition plan is a guiding document. As such, the transition plan timeline is intended to be amended from time to time by the City and used as a tool for assisting with the completion of annual City/Department budgeting.

The City of La Crescent's Access Audit of Park and Recreation Facilities, including Section I, II, and III shall be kept on file with the City and available for public inspection and comment. Comments regarding the transition plan shall be submitted to the ADA Coordinator.

SECTION III - TRANSITION PLAN

Item	Location of Park	Facility Name	Operational History	Grade	Dimensions	Notes	Est. Date	Current Status	Priority
A1	Urban Park	Children's Play Area	Open since 1985, regularly maintained.	1st	10m x 15m	Well-maintained, no issues.	1985	Active	1
A2	Urban Park	Senior Center	Open since 1990, used for community events.	2nd	20m x 30m	Good condition, minor repairs needed.	1990	Active	2
A3	Urban Park	Amphitheater	Open since 1995, used for performances.	3rd	30m x 40m	Excellent condition, well-maintained.	1995	Active	3
A4	Urban Park	Public Library	Open since 2000, used for books and community programs.	4th	40m x 50m	Good condition, minor repairs needed.	2000	Active	4
A5	Urban Park	Community Center	Open since 2005, used for community events and programs.	5th	50m x 60m	Excellent condition, well-maintained.	2005	Active	5
A6	Urban Park	Public Library	Open since 2010, used for books and community programs.	6th	60m x 70m	Good condition, minor repairs needed.	2010	Active	6
A7	Urban Park	Community Center	Open since 2015, used for community events and programs.	7th	70m x 80m	Excellent condition, well-maintained.	2015	Active	7
A8	Urban Park	Public Library	Open since 2020, used for books and community programs.	8th	80m x 90m	Good condition, minor repairs needed.	2020	Active	8
A9	Urban Park	Community Center	Open since 2025, used for community events and programs.	9th	90m x 100m	Excellent condition, well-maintained.	2025	Active	9
A10	Urban Park	Public Library	Open since 2030, used for books and community programs.	10th	100m x 110m	Good condition, minor repairs needed.	2030	Active	10
A11	Urban Park	Community Center	Open since 2035, used for community events and programs.	11th	110m x 120m	Excellent condition, well-maintained.	2035	Active	11
A12	Urban Park	Public Library	Open since 2040, used for books and community programs.	12th	120m x 130m	Good condition, minor repairs needed.	2040	Active	12
A13	Urban Park	Community Center	Open since 2045, used for community events and programs.	13th	130m x 140m	Excellent condition, well-maintained.	2045	Active	13
A14	Urban Park	Public Library	Open since 2050, used for books and community programs.	14th	140m x 150m	Good condition, minor repairs needed.	2050	Active	14
A15	Urban Park	Community Center	Open since 2055, used for community events and programs.	15th	150m x 160m	Excellent condition, well-maintained.	2055	Active	15
A16	Urban Park	Public Library	Open since 2060, used for books and community programs.	16th	160m x 170m	Good condition, minor repairs needed.	2060	Active	16
A17	Urban Park	Community Center	Open since 2065, used for community events and programs.	17th	170m x 180m	Excellent condition, well-maintained.	2065	Active	17
A18	Urban Park	Public Library	Open since 2070, used for books and community programs.	18th	180m x 190m	Good condition, minor repairs needed.	2070	Active	18
A19	Urban Park	Community Center	Open since 2075, used for community events and programs.	19th	190m x 200m	Excellent condition, well-maintained.	2075	Active	19
A20	Urban Park	Public Library	Open since 2080, used for books and community programs.	20th	200m x 210m	Good condition, minor repairs needed.	2080	Active	20
A21	Urban Park	Community Center	Open since 2085, used for community events and programs.	21st	210m x 220m	Excellent condition, well-maintained.	2085	Active	21
A22	Urban Park	Public Library	Open since 2090, used for books and community programs.	22nd	220m x 230m	Good condition, minor repairs needed.	2090	Active	22
A23	Urban Park	Community Center	Open since 2095, used for community events and programs.	23rd	230m x 240m	Excellent condition, well-maintained.	2095	Active	23
A24	Urban Park	Public Library	Open since 2100, used for books and community programs.	24th	240m x 250m	Good condition, minor repairs needed.	2100	Active	24
A25	Urban Park	Community Center	Open since 2105, used for community events and programs.	25th	250m x 260m	Excellent condition, well-maintained.	2105	Active	25
A26	Urban Park	Public Library	Open since 2110, used for books and community programs.	26th	260m x 270m	Good condition, minor repairs needed.	2110	Active	26
A27	Urban Park	Community Center	Open since 2115, used for community events and programs.	27th	270m x 280m	Excellent condition, well-maintained.	2115	Active	27
A28	Urban Park	Public Library	Open since 2120, used for books and community programs.	28th	280m x 290m	Good condition, minor repairs needed.	2120	Active	28
A29	Urban Park	Community Center	Open since 2125, used for community events and programs.	29th	290m x 300m	Excellent condition, well-maintained.	2125	Active	29
A30	Urban Park	Public Library	Open since 2130, used for books and community programs.	30th	300m x 310m	Good condition, minor repairs needed.	2130	Active	30

SECTION III - TRANSITION PLAN

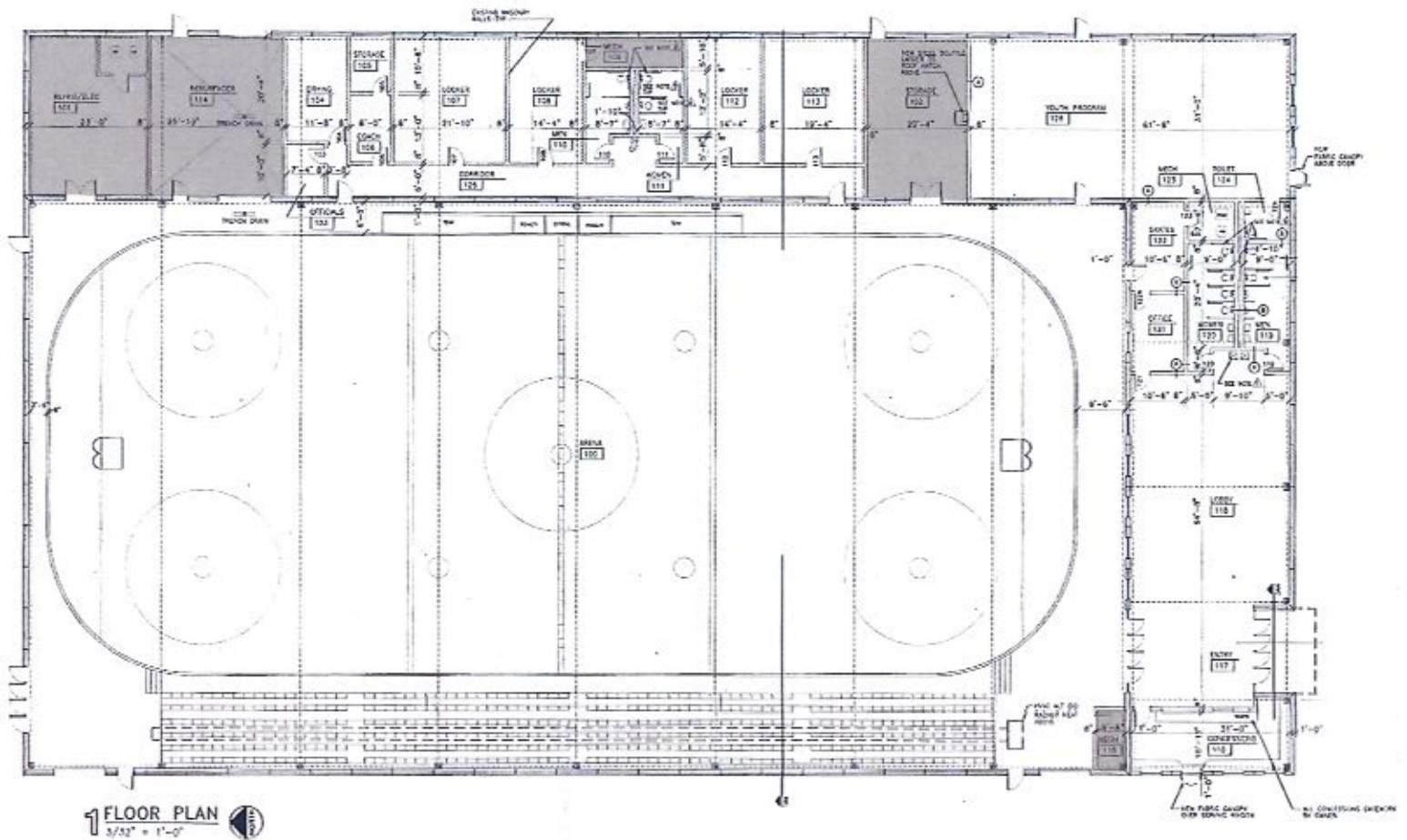
A27	Adopt Field	Ice Arena	Blackout wheelchair viewing area	Existing wheelchair viewing platform shall allow 60' turning radius, include space for companion seating, ramp shall have width of 4' minimum, viewing area shall be 4' high, and the landing of the ramp shall have a compliant tactile surface. Quantity is not adequate.			no median line; space between wheelchairs	\$5,500	2
A28	Adopt Field	Ice Arena	Team or Player Seating	All team members and coaches must have a 40x60' seat provided in front of their seating area.			See list above		4
A29	Adopt Field	Ice Arena	Press	Provide access for press through the player area and onto ice.				750	3
A30	Adopt Field	Ice Arena	Arena and Lobby Access - Seating Areas	No space for additional seating devices observed. Worst case scenario: 40x60' chairs and 40x60' chairs. Quantity is not adequate.				\$1,000	4
A31	Adopt Field	Ice Arena	Arena Managers Office	Coaches' lockers are provided above.				\$500	2
A32	Adopt Field	Ice Arena	Player Team Coaches Boxes	Access to seating - 40x60' viewing area.				\$500	2
A33	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' spacing for accessible parking stalls.	\$1,500	1
A34	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A35	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to the bar.	\$1,500	2
A36	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to seating cages.	\$1,500	2
A37	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' between drive pits are 40' or more for wheelchair to enter 20' high.	\$1,500	2
A38	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' pines are covered, to accessible route to be located 4' clear width.	\$1,500	2
A39	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A40	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A41	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A42	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A43	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A44	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A45	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A46	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A47	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A48	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A49	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A50	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A51	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A52	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A53	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A54	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A55	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A56	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A57	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A58	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A59	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A60	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A61	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A62	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A63	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A64	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A65	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A66	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A67	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A68	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A69	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2
A70	Adopt Field	Ice Arena	Automobile Parking	204, 500, 2-1			40' accessible route to 40' or seating.	\$1,500	2

20 DRAFT

**AUDIT SUMMARIES**

Park Name	Park Address
Abnet Field	520 S 14 th Street
Crescent Valley Park	Valley Lane
Eagles Bluff	422 Red Apple Drive
Frank J. Kistler Memorial Park	608 S 7 th Street
Horsetrack Meadows	Bridle Lane
John S. Harris Park	N Elm Street
North End Park	Ambrosia Street
Old Hickory Park	1200 Jonathan Lane
Stoney Point	Stoney Point Road
Valley South Park	Jupiter Street
Veteran's Park	595 Veterans Parkway
Vetsch Park	722 N 2 nd Street
Vollenweilder Park	Crescent Hills Drive
Wieser Memorial Park	1811 County Road 6

LA CRESCENT COMMUNITY ARENA AT ABNET FIELD



Note: grey boxes on the plan denote areas that were not reviewed/are not available to the public

Item #:

1

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route provided to field or seating.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

2

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route provided to shelter.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

3

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route to batting cages.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

4

Routes



Deficiency:

Accessible route has lips that exceed 1/4-inch

Notes:

Lip between gravel path and concrete for bleachers is over 1/4" high.

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302

Item #:

5

Routes



Deficiency:

Other

Notes:

If gates are closed, no accessible route to baseball fields exists.

Potential Solution:

Reconfigure

Code:

None

Item #:

A1

Restroom
Building



Feature Type:

Restroom Entrance Doors

Deficiency:

Missing wall mounted compliant room signs

Measurement:

Potential Solution:

Install signs on wall on latch side of the door

Item #:

A2

Restroom
Building



Feature Type:

Restroom Entrance Doors

Deficiency:

Round door knobs vs. lever handles

Measurement:

Potential Solution:

Replace two door latch sets

Item #:

A3

Restroom
Building



Feature Type:

Restroom Entrance Doors

Deficiency:

Exterior clearannce in front of doors is not 54"

Measurement:

Potential Solution:

If doors swing in the space is adequate

Item #:
A4

Restroom
Building



Feature Type:

Exterior Features

Deficiency:

Drinking fountain is too high and of the wrong type; also infringes on accessible route to door.

Measurement:

Potential Solution:

Locate a new high-low unit a another exterior wall

Item #:
A5

Restroom
Building



Feature Type:

Both Restrooms

Deficiency:

Waste can conflicts with accessible route, sink is too low, urinals are too close together, and there are no accessible toilet stalls.

Measurement:

Potential Solution:

Many options; base approach could be remodeling both bathrooms into family restrooms.

Item #:
A6

Ice Arena



Feature Type:

Parking Lot

Deficiency:

(2) stalls south of the bus stop and (1) east of the building do not have an accessible route.

Measurement:

Potential Solution:

Consider proper placement, add accessible routes, and restripe/adjust signage locations to accommodate.

Item #:
A7

Ice Arena



Feature Type:

Parking Lot

Deficiency:

Accessible stalls and access routes have multiple gaps and vertical transitions exceeding 1/2".

Measurement:

Potential Solution:

Repair parking lot stalls and affected routes.

Item #:

A8

Ice Arena



Feature Type:

Main Entry

Deficiency:

Entry door has concrete waste receptacle infringing on the required 60" clear maneuvering space in front of it.

Measurement:

48"

Potential Solution:

Relocate waste receptacle.

Item #:

A9

Ice Arena



Feature Type:

Main Entry

Deficiency:

The gap between the entrance stoop and adjacent sidewalk exceeds 1/2" width and depth.

Measurement:

1"

Potential Solution:

Install backer rod and self-leveling sealant.

Item #:

A10

Ice Arena



Feature Type:

Lobby service window

Deficiency:

Too high

Measurement:

41"

Potential Solution:

Lower a minimum 36" wide portion of counters to 34"-36" high.

Item #:

A11

Ice Arena



Feature Type:

Concessions Work Areas

Deficiency:

No accessible sink, limited work surfaces, service counter too high, and devices out of reach.

Measurement:

Potential Solution:

TBD

Item #:

A12

Ice Arena



Feature Type:

Lobby Defibrillator

Deficiency:

Mounted too high

Measurement:

58"

Potential Solution:

Lower so handle is at 48"

Item #:

A13

Ice Arena



Feature Type:

Lobby Drinking Fountains

Deficiency:

Located in conflict with required 42" clear floor space at both restroom entry doors.

Measurement:

32" to the left, 36" to the right

Potential Solution:

Replace with a wheelchair accessible fountain/bottle filler/cup dispenser and verify door clearances are met.

Item #:

A14

Ice Arena



Feature Type:

Lobby Restroom Signage

Deficiency:

Both signs are mounted with a projecting central fastener that disrupts the tactile raised characters.

Measurement:

Potential Solution:

Remove exposed fasteners, repair or replace sign, and remount.

Item #:

A15

Ice Arena



Feature Type:

Lobby Restroom Entry Floor Transition

Deficiency:

Bullnose floor tile transition height does not meet ADA requirements.

Measurement:

Potential Solution:

Add accessible transition strip or threshold.

Item #:

A16

Ice Arena



Feature Type:

Lobby Men's Restroom Accessible Toilet

Deficiency:

Toilet is too far from the wall--centerline beyond 18" and seat lower than 17".

Measurement:

19" centerline to wall, 15.75" height

Potential Solution:

Relocate and replace toilet.

Item #:

A17

Ice Arena



Feature Type:

Lobby Women's Restroom Accessible Toilet

Deficiency:

Toilet is too far from the wall--beyond 18".

Measurement:

19" centerline to wall

Potential Solution:

Relocate toilet.

Item #:

A18

Ice Arena



Feature Type:

Lobby Women's Restroom Accessible Route

Deficiency:

Freestanding waste receptacle conflicts with accessible clear floor space at the door.

Measurement:

Potential Solution:

Relocate.

Item #:

A19

Ice Arena



Feature Type:

Restroom Mirrors

Deficiency:

The mirrors in all (5) restrooms are mounted with their bottom reflecting surface above 40" height.

Measurement:

Potential Solution:

Lower one mirror per restroom.

Item #:

A20

Ice Arena



Feature Type:

Fitness Room Paper Towel and Hand Sanitizer Dispensers

Deficiency:

Paper towel and hand sanitizer dispensers are mounted too high.

Measurement:

54"

Potential Solution:

Lower both dispensers.

Item #:

A21

Ice Arena



Feature Type:

Restroom Sinks

Deficiency:

Supply and drain piping is missing protective insulation.

Measurement:

Potential Solution:

Add pipe insulation.

Item #:

A22

Ice Arena



Feature Type:

Toilet Paper Dispensers and Feminine Waste Receptacles

Deficiency:

Mounted out of reach zones.

Measurement:

Potential Solution:

Relocate or replace.

Item #:

A23

Ice Arena



Feature Type:

Player and Fitness Restroom Signage

Deficiency:

Accessible room signs are mounted directly on the doors.

Measurement:

Potential Solution:

Add wall mounted signs per ADA; existing signs may remain if desired.

Item #:

A24

Ice Arena



Feature Type:

Player Restroom Entry and Drinking Fountain

Deficiency:

Drinking fountain infringes on the clear floor space at adjacent doors and is lacking required higher unit or cup dispenser.

Measurement:

Potential Solution:

Relocate drinking fountain and add a cup dispenser.

Item #:

A25

Ice Arena



Feature Type:

Mats at Accessible Routes

Deficiency:

Throughout the facility there are some 3/8" resilient skate or 3/4" fitness floor mats with curled edges, making them a potential trip hazard and barrier.

Measurement:

Potential Solution:

Add accessible edge transitions for 3/4" fitness mats.

Item #:

A26

Ice Arena



Feature Type:

(5) Typical Locker Rooms: Changing Bench, Hooks, Door Pull, and Signage

Deficiency:

No accessible changing bench present, clothes hooks too high, door pull is too small, and no accessible room signs.

Measurement:

Potential Solution:

Add an accessible bench with appropriate clearances, lower some clothes hooks, and replace door pulls.

Item #:

A27

Ice Arena



Feature Type:

Elevated Wheelchair Viewing Area

Deficiency:

Elevated wheelchair viewing platform doesn't allow 60" turning radius, doesn't have a companion space, and doesn't have a compliant transition or handrails.

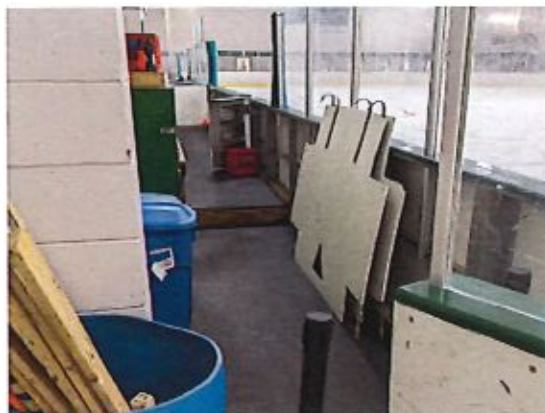
Measurement:

Potential Solution:

Provide compliant elevated wheelchair seating area.

Item #:
A28

Ice Arena



Feature Type:
Team/Player Seating

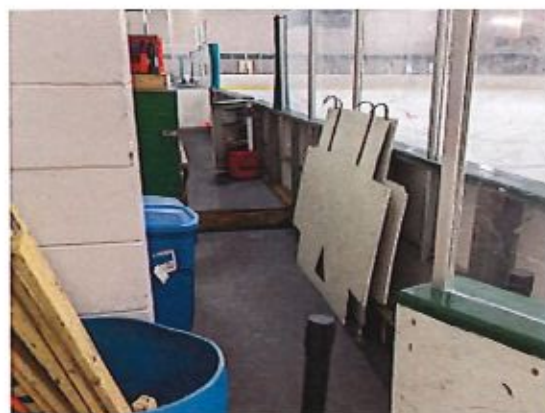
Deficiency:
No wheelchair spaces are provided within team/player seating areas.

Measurement:

Potential Solution:
Provide compliant wheelchair seating areas.

Item #:
A29

Ice Arena



Feature Type:
Court Sport Accessible Route

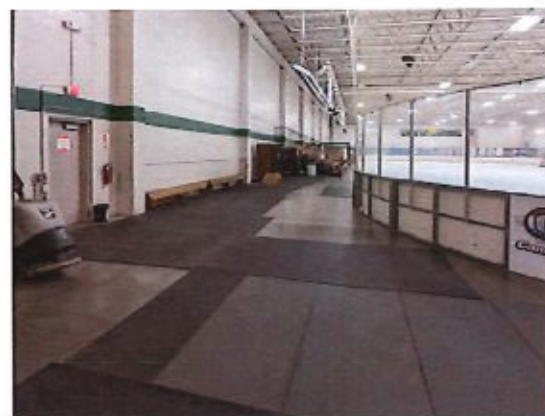
Deficiency:
No accessible route provided through player areas and onto the ice.

Measurement:

Potential Solution:
Provide ADA-compliant route onto ice.

Item #:
A30

Ice Arena



Feature Type:
Arena and Lobby Assistive Listening Devices

Deficiency:
No signage for assistive listening devices observed.

Measurement:

Potential Solution:
Assistive listening devices are required with signage if there is a PA system for spectators in the arena.

Item #:
A31

Ice Arena



Feature Type:
Arena Manager's Office

Deficiency:
Waste receptacle blocks door clearances and is lacking an ADA room sign.

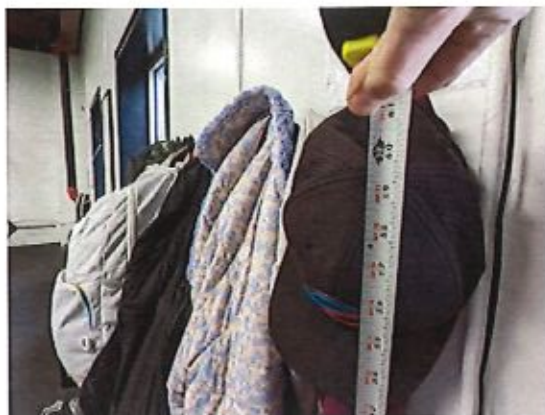
Measurement:

Potential Solution:
Move waste receptacle and add an ADA room sign.

Item #:

A32

Ice Arena



Feature Type:

Fitness Room Clothing Hooks

Deficiency:

Clothes hooks are mounted above 48".

Measurement:

Potential Solution:

Add lower hooks in proximity to accessible changing bench.

Item #:

1

Exterior
Features



Deficiency:

Accessible route missing

Notes:

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

2

Routes



Deficiency:

Accessible route missing

Notes:

Route does not extend to parking area

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

3

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route to bench/library + no companion space next to bench.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

4

Automobile
Parking



Deficiency:

Accessible parking missing or improperly located

Notes:

No accessible parking stalls marked or surfaced.

Potential Solution:

Add accessible parking stall and compliant signage

Code:

208.2-3

Item #:
5

Routes



Deficiency:

Accessible route is less than 36-inches wide

Notes:

Access route to swing does not have appropriate turning radius.

Potential Solution:

Modify or replace route (width)

Code:

206

Item #:
6

Exterior
Features



Deficiency:

Accessible type not provided

Notes:

Potential Solution:

Replace with accessible type

Code:

None

Item #:
7

Play Equipment



Deficiency:

Playground surfacing does not meet ASTM F1951-99

Notes:

Playground surfacing is pea gravel.

Potential Solution:

Modify or replace playground surfacing.

Code:

206, 240, 1008

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 Park

City of La Crescent
Houston County Minnesota





Legend



DRAFT

Item #:

1

Other Feature



Deficiency:

Accessible type not provided

Notes:

Story walk not located along accessible route or at an appropriate height.

Potential Solution:

Modify or Replace

Code:

None

Item #:

2

Exterior
Features



Deficiency:

Accessible type not provided

Notes:

Not on accessible route

Potential Solution:

Relocate to accessible route

Code:

None

Item #:

3

Exterior
Features



Deficiency:

Accessible route missing

Notes:

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

4

Play Equipment



Deficiency:

Playground surfacing does not meet ASTM F1951-99

Notes:

Playground surfacing is pea gravel; not firm or slip-resistant.

Potential Solution:

Modify or replace playground surfacing.

Code:

206, 240, 1008

Item #:
5

Routes



Deficiency:

Accessible route has lips that exceed 1/4-inch

Notes:

Pad under accessible swings has lips and gaps exceeding 1/4" + 1/2" but is otherwise compliant.

Potential Solution:

Reconfigure

Code:

206, 302

Item #:
6

Exterior
Features



Deficiency:

Accessible type not provided

Notes:

Accessible picnic table not provided + picnic tables not located along an accessible route.

Potential Solution:

Reconfigure lot

Code:

None

Item #:
7

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:
8

Routes



Deficiency:

Accessible route has gaps that exceed 1/2-inch

Notes:

Access pads near transfer platform of playground have gaps exceeding 1/2".

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302.3

Item #:

9

Doors & Gates



Deficiency:

Door or gate latch does not allow for single handed operation

Notes:

Latch slips, making it hard to open

Potential Solution:

Replace door hardware and adjust door

Code:

404

Item #:

10

Doors & Gates



Deficiency:

Door or gate is less than 32-inches wide.

Notes:

Gate catches on the ground makes it hard to open fully

Potential Solution:

Modify or Replace

Code:

404

Item #:

11

Exterior
Features



Deficiency:

Need to Verify

Notes:

Bags are mounted above 58 inches

Potential Solution:

Modify or Replace

Code:

None

Item #:

12

Other Feature



Deficiency:

Accessible route missing

Notes:

Library not located along an accessible route + outside of reach range.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

A1

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Admissions and Concession Counters

Deficiency:

Too high

Measurement:

40"

Potential Solution:

Lower four external counters to 34"-36".

Item #:

A2

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Double Drinking Fountain - Exterior freestanding

Deficiency:

Low projecting fountain too low for wheel chair

Measurement:

24"/30"

Potential Solution:

Replace with ADA compliant hi-low unit .

Item #:

A3

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Single Drinking Fountain with Bottle Filler -

Deficiency:

Mounting too low. Need high low fountain

Measurement:

36 3/8" knee space

Potential Solution:

Accept construction tolerance or raise 5/8" .

Item #:

A4

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Defibrillator

Deficiency:

Mounted too high

Measurement:

58" to door handle

Potential Solution:

Lower so handle is at 48"

Item #:

A5

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Lavatory sink alcove too narrow and/or too deep

Measurement:

36" deep x 30" deep

Potential Solution:

Add CMU masonry wall for 24" deep alcove; replace sink and mirror.

Item #:

A6

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Hand dryer is a projecting hazard and conflicting with the lavatory sink alcove

Measurement:

7" projection

Potential Solution:

Replace with 4" deep hand dryer and relocate

Item #:

A7

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Bottom edge of mirror reflecting surface too high

Measurement:

41.5"

Potential Solution:

Lower to 40"

Item #:

A8

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Shower stall configuration is not compliant (size, plumbing & grab bars)

Measurement:

59" length

Potential Solution:

Relocate shower head/controls, replace grab bars, or remodel and add CMU walls to create a 36" x 36" stall.

Item #:

A9

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Toilet too far from sidewall

Measurement:

19.5"

Potential Solution:

Relocate to 16-18" from sidewall.

Item #:

A10

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Toilet seat too high

Measurement:

19.5"

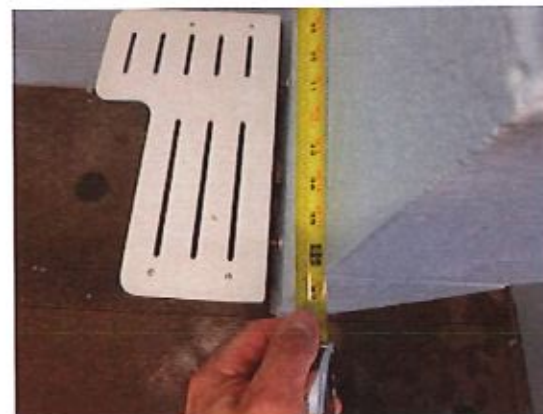
Potential Solution:

Replace seat with lower profile seat to be at no more than 19" high.

Item #:

A11

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

No accessible changing bench

Measurement:

Potential Solution:

Bench must be 20" x 42"; remodel to expand room.

Item #:

A12

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Family Toilet/Shower/Changing

Deficiency:

Towel/clothes hook is too high

Measurement:

64"

Potential Solution:

Add hook at no higher the 48"

Item #:
A13

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:
Women's Toilet/Shower/Changing

Deficiency:
Hand dryer is a projecting hazard

Measurement:
7" projection

Potential Solution:
Replace with 4" deep hand dryer

Item #:
A14

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:
Women's Toilet/Shower/Changing

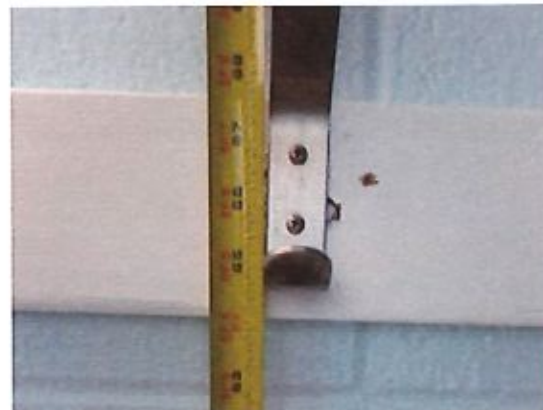
Deficiency:
Waste can conflicting with the lavatory sink alcove

Measurement:

Potential Solution:
Relocate to available floor space or consider replacing with a recessed unit.

Item #:
A15

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:
Women's Toilet/Shower/Changing

Deficiency:
Towel/clothes hooks is too high

Measurement:
64"

Potential Solution:
Added some hook at no higher the 48"

Item #:
A16

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:
Women's Toilet/Shower/Changing

Deficiency:
Bottom edge of mirror reflecting surface too high

Measurement:
42"

Potential Solution:
Lower at least one to 40"

Item #:

A17

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Women's Toilet/Shower/Changing

Deficiency:

Accessible Toilet is too far from sidewall

Measurement:

19.5"

Potential Solution:

Relocate to 16-18" from sidewall.

Item #:

A18

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Women's Toilet/Shower/Changing

Deficiency:

Lockers placed in the entry passageway, users blocking the accessible route and disabled users

Measurement:

Potential Solution:

Relocate lockers.

Item #:

A19

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Women's Toilet/Shower/Changing

Deficiency:

Privacy changing stall is lacking an accessible bench and lacking space to accommodate

Measurement:

Potential Solution:

Provide 20"x42" bench and reconfigure

Item #:

A20

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Women's Toilet/Shower/Changing

Deficiency:

Accessible shower stall is 4" too deep and the shower control wall is on the back wall vs the side

Measurement:

Potential Solution:

Relocate shower/controls; add a 4" masonry back wall with new grab bars.

Item #:

A21

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Hand dryer is a projecting hazard

Measurement:

7" projection

Potential Solution:

Replace with 4" deep hand dryer

Item #:

A22

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Waste can conflicting with the lavatory sink alcove

Measurement:

Potential Solution:

Relocate to available floor space or consider replacing with a recessed unit.

Item #:

A23

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Towel/clothes hooks is too high

Measurement:

64"

Potential Solution:

Add some hook at no higher the 48"

Item #:

A24

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Bottom edge of mirror reflecting surface too high

Measurement:

41.5"

Potential Solution:

Lower at least one to 40"

Item #:

A25

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Accessible urinal has flush controls higher than 44" and rim higher than 17".

Measurement:

47"/18"

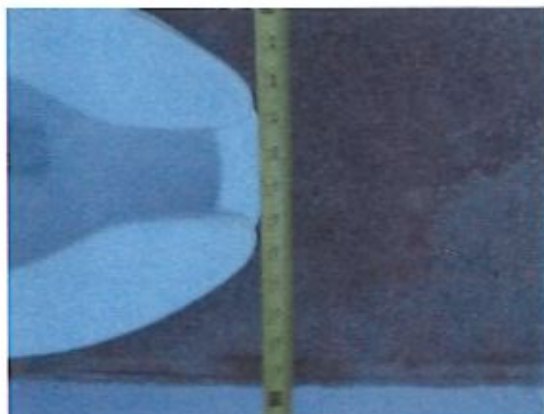
Potential Solution:

Lower urinal 1" and add sensed hands-free flush valve.

Item #:

A26

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Accessible toilet is too far from sidewall

Measurement:

19.5"

Potential Solution:

Relocate to 16-18" from sidewall

Item #:

A27

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Lockers placed in the entry passageway, users blocking the accessible route and disabled users

Measurement:

Potential Solution:

Relocate lockers.

Item #:

A28

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Privacy changing stall is lacking an accessible bench and lacking space to accommodate

Measurement:

Potential Solution:

Provide 20"x42" bench and reconfigure

Item #:

A29

Aquatic Center
& Swimming
Pool - Bath
House



Feature Type:

Men's Toilet/Shower/Changing

Deficiency:

Accessible shower stall is 4" too deep and the shower control wall is on the back wall vs the side

Measurement:

40"

Potential Solution:

Relocate controls/shower and add a 4" masonry back wall with new grab bars.

Item #:

A30

Aquatic Center
& Swimming
Pool - Pool



Feature Type:

Pool Deck Slope

Deficiency:

Areas along the south side of the pool and to the east were observed to be greater than 1/20.

Measurement:

Potential Solution:

Pool deck may need to be remodeled for accessibility.

Item #:

A31

Aquatic Center
& Swimming
Pool - Pool



Feature Type:

Pool Access

Deficiency:

Existing pool ramp is lacking a second hand rail for accessibility; (2) means of access required.

Measurement:

Potential Solution:

Provide a lift or retrofit pool to upgrade the in-pool ramp.

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Park

City of La Crescent
Houston County, Minnesota

el

DRAFT



Printed by: Paulsen, Map 9/13/2024 10:00:00 AM. The map was created using the following data: Maxar, Microsoft, La Crosse Co WI Land Info, Microsoft. The map was created using the following data: Maxar, Microsoft, La Crosse Co WI Land Info, Microsoft.

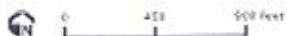


Click Source

Legend

-  Exterior Features
-  Play Equipment
-  Routes

 Park



John S Harris Park ADA Facility Audit

City of La Crescent
Houston County, Minnesota

DRAFT

Item #:

1

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

Bench is not located along an accessible route and it does not have an adjacent companion space.

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:

2

Routes



Deficiency:

Accessible route has gaps that exceed 1/2-inch

Notes:

Gap in sidewalk exceeds 1/2" width.

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302.3

Item #:

3

Exterior
Features



Deficiency:

Accessible type not provided

Notes:

Trash receptacle not located along accessible route.

Potential Solution:

Relocate to accessible route

Code:

None

Item #:

4

Play Equipment



Deficiency:

Playground surfacing does not meet ASTM F1951-99

Notes:

Playground surfacing is pea gravel—not stable, firm, or slip-resistant.

Potential Solution:

Modify or replace playground surfacing.

Code:

206, 240, 1008

Item #:
5

Routes



Deficiency:
Accessible route missing

Notes:
No accessible route to informational sign.

Potential Solution:
Add accessible route

Code:
206.2.1

Item #:
6

Exterior
Features

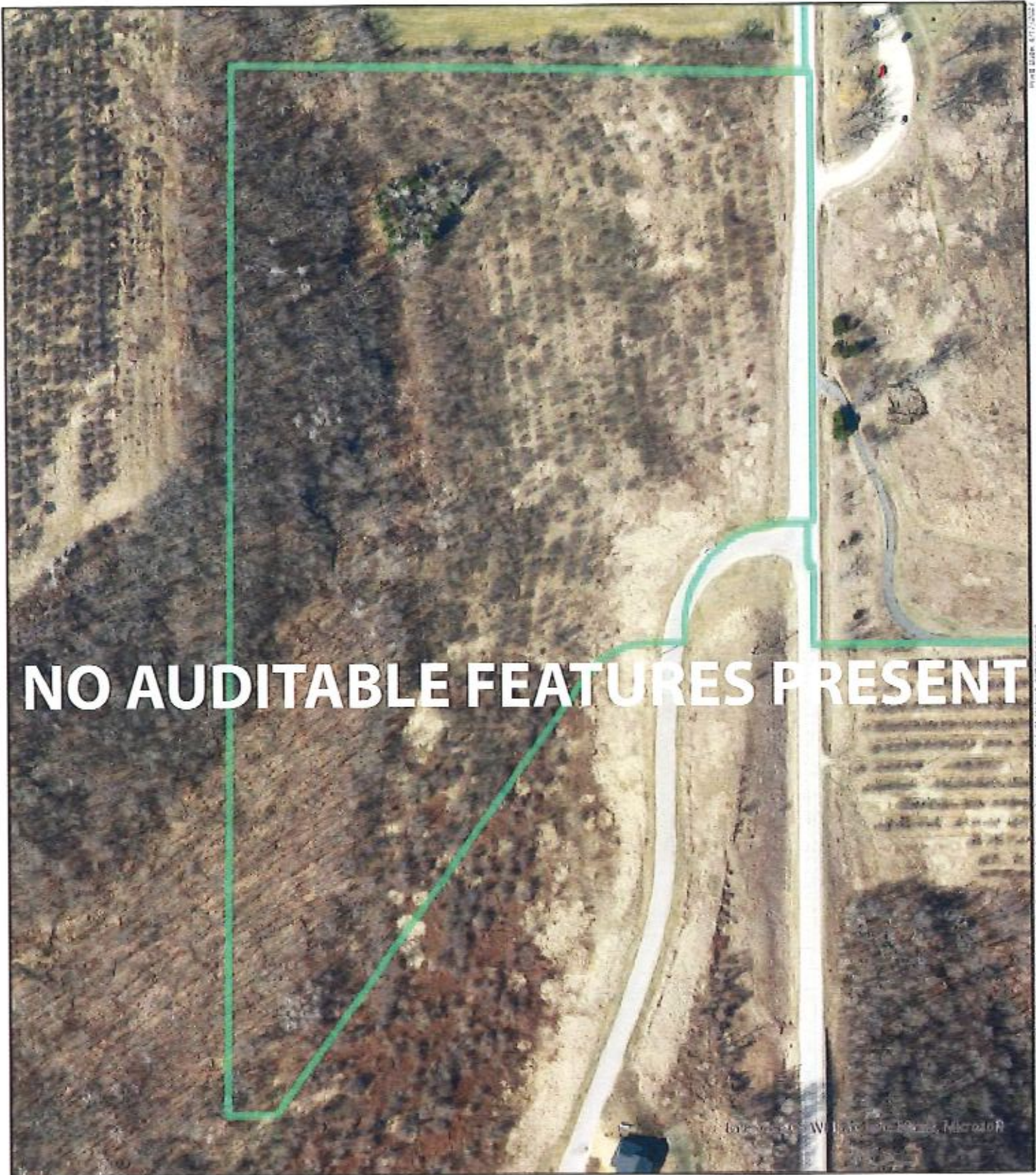


Deficiency:
Accessible type not provided

Notes:
Picnic table is not ADA compliant.

Potential Solution:
Replace with accessible type

Code:
None



Circle Source

Legend

 Park

North End Park ADA Facility Audit

 0 45 90 Feet **DRAFT**

City of La Crescent
Winona County, Minnesota

Item #:

1

Automobile
Parking



Deficiency:

Accessible parking signage missing or improper

Notes:

No painted stall markings.

Potential Solution:

Modify or replace with compliant signage

Code:

208, 502.2-3

Item #:

2

Automobile
Parking



Deficiency:

Accessible route is not firm, stable, and slip-resistant

Notes:

Gravel is washed out in some places; not an accessible surfacing type.

Potential Solution:

Modify or replace route (firm, stable, slip-resistant)

Code:

206, 302.1

Item #:

3

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route from parking lot to baseball field.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

4

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

No companion space provided near bench + bench is not located along an accessible route.

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:

5

Exterior
Features



Deficiency:

Accessible type not provided

Notes:

Trash receptacle not located along an accessible route.

Potential Solution:

Add accessible route

Code:

None

Item #:

6

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route to team seating area.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

7

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route to volleyball and basketball court(s).

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

8

Routes



Deficiency:

Accessible route cross-slope exceeds 1:48 (2 percent)

Notes:

Cross-slope of sidewalk from shelter to playground exceeds 2%.

Potential Solution:

Modify or replace route (slope)

Code:

206, 502.4

Item #:

9

Routes



Deficiency:

Accessible route slope exceeds 1:20 (5 percent) without handrails

Notes:

Sidewalk slope from shelter to playground exceeds 5%.

Potential Solution:

Modify or replace route (slope)

Code:

206, 403

Item #:

10

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route to soccer fields.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

11

Routes



Deficiency:

Accessible route has lips that exceed 1/4-inch

Notes:

Lip from sidewalk to playground surfacing exceeds 1/4".

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302

Item #:

12

Play Equipment



Deficiency:

Accessible route has lips that exceed 1/4-inch

Notes:

Gap between sidewalk and access ramp is greater than 1/4".

Potential Solution:

Modify or Replace

Code:

206, 302

Item #:

13

Play Equipment



Deficiency:

Playground does not have proper ratio of elevated play to ground play components

Notes:

Playground does not have any apparent ground play elements.

Potential Solution:

Add ground play elements.

Code:

206, 240, 1008

Item #:

14

Routes



Deficiency:

Accessible route has lips that exceed 1/4-inch

Notes:

Sidewalk transition to gravel digger area has lip around entire edge exceeding 1/4".

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302

Item #:

15

Routes

NO PHOTO AVAILABLE

Deficiency:

Accessible route slope exceeds 1:20 (5 percent) without handrails

Notes:

Sidewalk into park from sidewalk along street has a slope exceeding 5% without handrails.

Potential Solution:

Modify or replace route (slope)

Code:

206, 403

Item #:

16

Routes



Deficiency:

Accessible route cross-slope exceeds 1:48 (2 percent)

Notes:

Sidewalk from street to park has a cross-slope exceeding 2%.

Potential Solution:

Modify or replace route (slope)

Code:

206, 502.4

Item #:
17

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

No companion seating area adjacent to bench

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:
A1

Restroom &
Shelter



Feature Type:

Route from parking lot

Deficiency:

Portion of sidewalk too steep, beyond 1:20 slope

Measurement:

1.25:20 slope

Potential Solution:

Replace a portion of sidewalk, add curb ramp at

Item #:
A2

Restroom &
Shelter



Feature Type:

Route to Building parking lot & playground

Deficiency:

Radias portion of south sidewalk has cross slope in excess of 1/50

Measurement:

Potential Solution:

Replace a portion of sidewalk to address

Item #:
A3

Restroom &
Shelter



Feature Type:

Exterior Features

Deficiency:

Exterior counters are too high and above 34/36"

Measurement:

40"

Potential Solution:

Lower one section on each side of the building

Item #:

A4

Restroom &
Shelter



Feature Type:

Exterior Features

Deficiency:

Drinking fountain at each side are too high for wheelchairs and does not provide Hi/Low

Measurement:

Potential Solution:

Lower one unit and install signage for other side.

Item #:

A5

Restroom &
Shelter



Feature Type:

Restroom Entrance Doors

Deficiency:

Ubrupt slab transition at doors

Measurement:

Potential Solution:

Add threshold / transition with 1/2 max slope

Item #:

A6

Restroom &
Shelter



Feature Type:

Restroom Entrance Doors

Deficiency:

Missing wall mounted compliant room signs

Measurement:

Potential Solution:

Install signs on wall on latch side of the door

Item #:

A7

Restroom &
Shelter



Feature Type:

Men's Restroom

Deficiency:

Lacking and accessible urinal, with flush controls higher than 44" and rim higher than 17".

Measurement:

51"/24"

Potential Solution:

Lower one urinal and add sensed hands-free flush valve.

Item #:

A8

Restroom &
Shelter



Feature Type:

Men's Restroom

Deficiency:

Accessible toilet too far from side wall; flush handle is on wrong side.

Measurement:

28"

Potential Solution:

Replace and locate to 16-18" from sidewall.

Item #:

A9

Restroom &
Shelter



Feature Type:

Men's Restroom

Deficiency:

Toilet paper dispenser mis-located

Measurement:

Potential Solution:

Relocate

Item #:

A10

Restroom &
Shelter



Feature Type:

Men's Restroom

Deficiency:

Waste can conflicts with clear floor space for door.

Measurement:

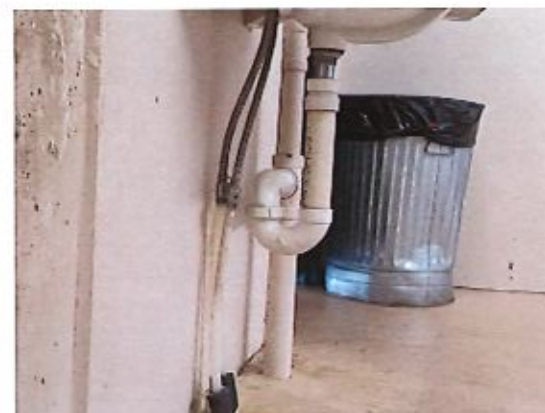
Potential Solution:

Relocate to available floor space or replace with a wall-hung semi-recessed unit.

Item #:

A11

Restroom &
Shelter



Feature Type:

Men's Restroom

Deficiency:

Missing lavatory water and drain lines

Measurement:

Potential Solution:

Add pipe insulation

Item #:

A12

Restroom &
Shelter



Feature Type:

Women's Restroom

Deficiency:

Accessible toilet too far from sidewall

Measurement:

28"

Potential Solution:

Replace and locate to 16-18" from sidewall.

Item #:

A13

Restroom &
Shelter



Feature Type:

Women's Restroom

Deficiency:

Toilet paper dispenser mis-located

Measurement:

Potential Solution:

Relocate

Item #:

A14

Restroom &
Shelter



Feature Type:

Women's Restroom

Deficiency:

Waste can conflicts with clear floor space for door.

Measurement:

Potential Solution:

Relocate to available floor space or replace with a wall-hung semi-recessed unit.

Item #:

A15

Restroom &
Shelter



Feature Type:

Women's Restroom

Deficiency:

Missing lavatory water and drain lines

Measurement:

Potential Solution:

Add pipe insulation

NO AUDITABLE FEATURES PRESENT

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ADA Facility Audit

©

DRAFT



Map Date: 8/17/2024
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Map Source:

Legend

Park

- Exterior Features
- Other Feature
- Play Equipment
- Routes

Valley South Park

ADA Facility Audit

City of La Crescent
 Houston County, Minnesota

DRAFT

Item #:

1

Routes



Deficiency:

Accessible route slope exceeds 1:20 (5 percent) without handrails

Notes:

Slope of entry sidewalk exceeds 5% without handrails.

Potential Solution:

Modify or replace route (slope)

Code:

206, 403

Item #:

2

Routes



Deficiency:

Accessible route slope exceeds 1:20 (5 percent) without handrails

Notes:

Slope of sidewalk exceeds 5% without handrails.

Potential Solution:

Modify or replace route (slope)

Code:

206, 403

Item #:

3

Exterior
Features



Deficiency:

Accessible type not provided

Notes:

Also, not an accessible route

Potential Solution:

Replace with accessible type

Code:

206

Item #:

4

Routes



Deficiency:

Accessible route has gaps that exceed 1/2-inch

Notes:

Gap in access mat for play structure has gaps exceeding 1/2" in multiple places.

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302.3

Item #:

5

Play Equipment



Deficiency:

Playground surfacing does not meet ASTM F1951-99

Notes:

Pea Gravel

Potential Solution:

Modify or replace playground surfacing.

Code:

206, 240, 1008

Item #:

6

Play Equipment



Deficiency:

Playground does not have proper ratio of elevated play to ground play components

Notes:

No ground play elements; swings removed.

Potential Solution:

Add ground play elements.

Code:

206, 240, 1008

Item #:

7

Other Feature



Deficiency:

Accessible route missing

Notes:

No accessible route to library.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

1

Routes



Deficiency:

Accessible route missing

Notes:

(3) picnic tables not located on accessible route.

Potential Solution:

Relocate to accessible route

Code:

206.2.1

Item #:

2

Play Equipment



Deficiency:

Accessible route has lips that exceed 1/4-inch

Notes:

Sidewalk transition to playground mulch has lip exceeding 1/4".

Potential Solution:

Modify or replace route (lip or gap)

Code:

206, 302

Item #:

3

Play Equipment



Deficiency:

Playground does not have a proper transfer system

Notes:

Playground surfacing is not firm or slip-resistant + transfer platform is too high.

Potential Solution:

Modify or Replace

Code:

206, 240, 1008

Item #:

4

Other Feature



Deficiency:

Accessible type not provided

Notes:

Story walk not along an accessible route + height of pages and font size may be difficult to read

Potential Solution:

Add accessible route

Code:

None

Item #:

5

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route to concrete pad (former skate park).

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

6

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

No companion space provided adjacent to bench.

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:

7

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

No companion space adjacent to bench + bench is not located along an accessible route.

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:

8

Other Feature



Deficiency:

Accessible route cross-slope exceeds 1:48 (2 percent)

Notes:

Relocate portable restroom

Potential Solution:

Relocate to accessible route

Code:

206, 502.4

Item #:

9

Routes



Deficiency:

Accessible route missing

Notes:

No accessible route between path and dugouts.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

10

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

No companion space provided next to benches + no accessible route to spectator seating.

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:

11

Exterior
Features



Deficiency:

Adjacent clear space (30-inch wide x 48-inch deep) is not provided

Notes:

Potential Solution:

Add companion seating area (min 30in x 48in).

Code:

206

Item #:

1

Automobile
Parking



Deficiency:

Accessible parking missing or improperly located

Notes:

No accessible parking stall.

Potential Solution:

Add a minimum of one van accessible parking stall

Code:

208.2-3



NO AUDITABLE FEATURES PRESENT



Data Source:

Legend

 Park

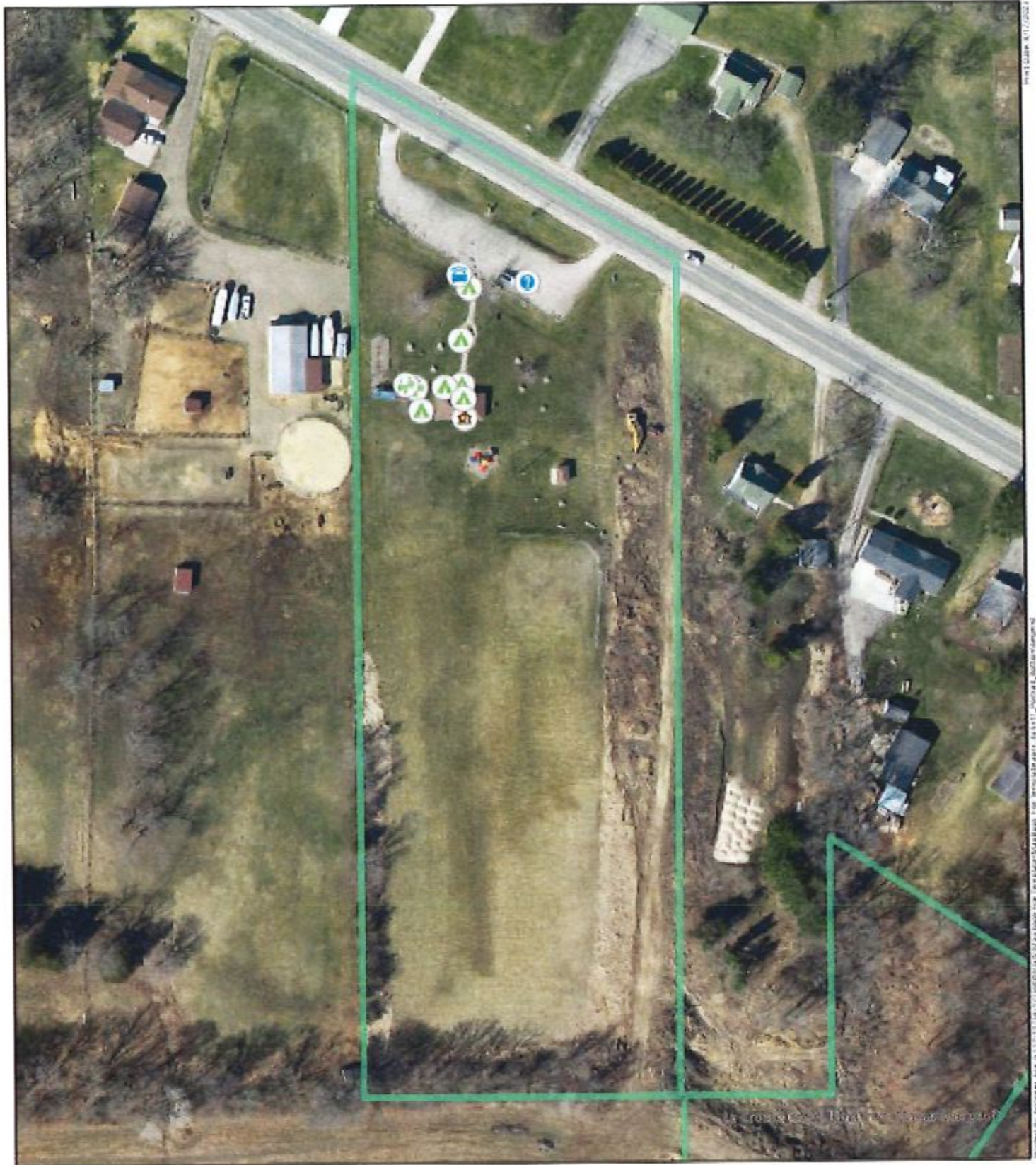
**Vollenweilder Park
ADA Facility Audit**

City of La Crescent
Houston County, Minnesota



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DRAFT



Source: Aerial imagery from Google Earth, 2017. Map data from OpenStreetMap contributors, 2017. Imagery © Mapbox, 2017. All rights reserved. No part of this map may be reproduced without written permission from the City of La Crescent, Minnesota. 10/1/2017



City of La Crescent

Legend

- Automobile Parking
- Buildings & Structures
- Other Feature
- Play Equipment

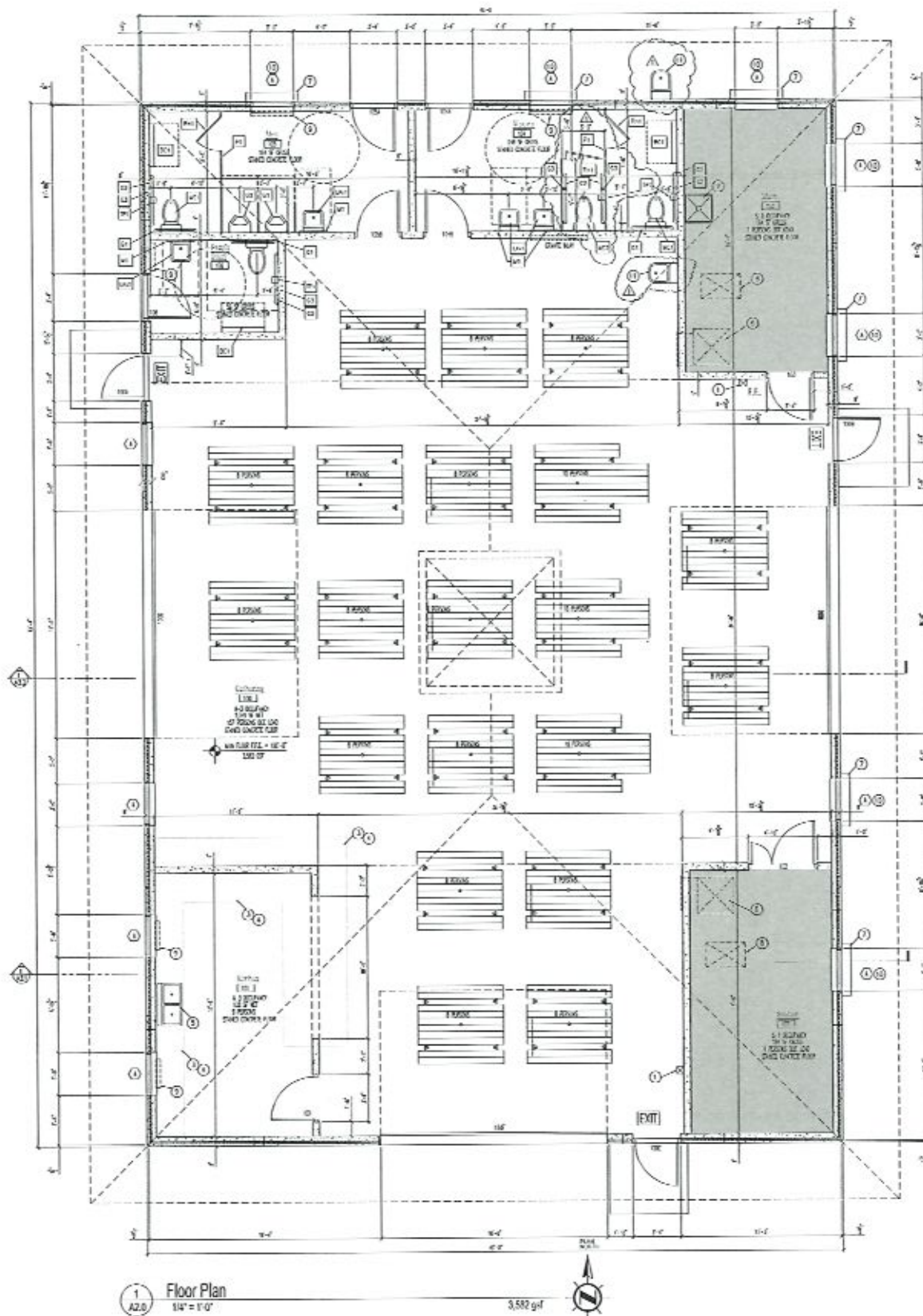
- Routes
- Park



Wieser Memorial Park ADA Facility Audit

City of La Crescent
Houston, Minnesota
DRAFT

WIESER MEMORIAL PARK SHELTER



Note: grey boxes on the plan denote areas that were not reviewed/are not available to the public

Item #:

1

Play Equipment



Deficiency:

Accessible route missing

Notes:

No accessible route to playground equipment.

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

2

Routes



Deficiency:

Accessible route missing

Notes:

Potential Solution:

Add accessible route

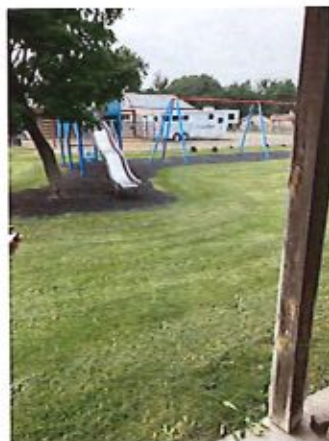
Code:

206.2.1

Item #:

3

Routes



Deficiency:

Accessible route missing

Notes:

Potential Solution:

Add accessible route

Code:

206.2.1

Item #:

4

Play Equipment



Deficiency:

Playground does not have a proper transfer system

Notes:

Potential Solution:

Modify or Replace

Code:

206, 240, 1008

Item #:

A1

Park Pavilion



Feature Type:

Exterior Features

Deficiency:

No accessible picnic tables provided.

Measurement:

Potential Solution:

Provide at least one accessible picnic table.

Item #:

A2

Park Pavilion



Feature Type:

Exterior

Deficiency:

Accessible restroom signs mounted on the doors in (3) different locations.

Measurement:

Potential Solution:

Accessible signs to be mounted on the wall adjacent to latch side of door; relocate.

Item #:

A3

Park Pavilion



Feature Type:

Exterior

Deficiency:

Wall-mounted decorative flower boxes project more than 4" with a bottom edge above 27" at the perimeter sidewalk areas creating an ADA hazard.

Measurement:

29" to bottom edge

Potential Solution:

Removal, lowering boxes, adding a rail to the lower bottom edge, or adding an extension skirt.

Item #:

A4

Park Pavilion



Feature Type:

Exterior

Deficiency:

Only a single low wheelchair-accessible drinking fountain is provided.

Measurement:

Potential Solution:

Add a high/low fountain or a wall-mounted freestanding fountain nearby.

Item #:

A5

Park Pavilion



Feature Type:

Interior

Deficiency:

Only a single low wheelchair-accessible interior drinking fountain is provided.

Measurement:

Potential Solution:

Add a cup dispenser.

Item #:

A6

Park Pavilion



Feature Type:

Men's Restroom

Deficiency:

Interior door clear maneuvering space at latch side of door is too small (less than 18").

Measurement:

13" (17" to the sink)

Potential Solution:

Add automatic door opener.

Item #:

A7

Park Pavilion



Feature Type:

Women's Restroom

Deficiency:

Exterior door clear maneuvering space at latch side of door is too small (less than 18").

Measurement:

11"

Potential Solution:

Relocate flower box or add automatic door opener.

Item #:

A8

Park Pavilion



Feature Type:

Women's Restroom

Deficiency:

Interior door clear maneuvering space at latch side of door is too small (less than 18").

Measurement:

16"

Potential Solution:

Add automatic door opener.

Item #:

A9

Park Pavilion



Feature Type:

Women's Restroom

Deficiency:

The accessible toilet stall door requires a 32" clear opening.

Measurement:

31"

Potential Solution:

Rework door hardware and/or rework door and adjacent partitions.

Item #:

A10

Park Pavilion



Feature Type:

Kitchen

Deficiency:

Serving counter projection into the gathering room creates a hazard at its outside corner.

Measurement:

Potential Solution:

Add an under-counter skirt extension—at least at the outside corner.

Item #:

A11

Park Pavilion



Feature Type:

Kitchen

Deficiency:

Bottom of sink below 27" and exposed piping is not insulated.

Measurement:

26"

Potential Solution:

Replace sink or add a small second sink and insulate water/drain lines.



CITY OF LA CRESCENT, MN

AMERICANS WITH DISABILITIES ACT (ADA)

PUBLIC NOTICE



Introduction

Under the Americans with Disabilities Act (ADA), each agency is required to publish its responsibilities regarding progress made toward becoming compliant with ADA guidelines. This public notice is outlined below.

Public Notice

In accordance with the requirements of Title II of the ADA, the City of La Crescent will not discriminate against qualified individuals based on disability in City services, programs, or activities.

Employment

The City of La Crescent does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations laid out by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication

The City of La Crescent will, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities. These may include qualified sign language interpreters, documents in Braille, and other ways of making information and communication accessible to people who have speech, hearing, and/or vision impairments.

Modifications to Policies and Procedures

The City of La Crescent will make all reasonable modifications to policies and programs to ensure people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication or modifications to policies or procedures to participate in a City program, service, or activity should contact the ADA coordinator as soon as possible, but no later than 48 hours before a scheduled event.

The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids, services, or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

CITY OF LA CRESCENT, MN
AMERICANS WITH DISABILITIES ACT (ADA)
GRIEVANCE PROCEDURE



Introduction

If users of the City of La Crescent's facilities and services believe that the City has not provided reasonable accommodation for users with disabilities, they have the right to file a grievance. In accordance with 28 CFR 35.107(b), the City has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances.

Americans with Disabilities Act (ADA) Grievance Procedure

This grievance procedure was established to meet the requirements of the ADA. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of La Crescent.

The complaint should be in writing and contain information about the alleged discrimination such as the location, date, and description of the problem, as well as the name, address, phone number, and email address of the complainant. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted as soon as possible, preferably within 60 calendar days of the alleged violation to the designated ADA Coordinator:

Name: Tyler Benish
Address: City of La Crescent, Attention ADA Coordinator
315 Main Street
La Crescent, MN 55947
Phone: (507) 895-4971
Email: thenish@cityoflacrescent-mn.gov

Within 15 calendar days after receipt of the complaint, the ADA coordinator will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days of the meeting, the ADA coordinator will respond in writing, and where appropriate, in a format that is accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City of La Crescent and offer options for substantive resolution of the complaint.

If the response by the ADA coordinator does not satisfactorily resolve the issue, the complainant may appeal the decision within 15 calendar days after receipt of the response to the U.S. Department of Justice or another appropriate state or federal agency.

Any written complaints and responses will be retained by the City of La Crescent for at least three years.

AMERICANS WITH DISABILITIES ACT (ADA) ACCOMMODATION REQUEST FORM

Instructions: Please complete this form in its entirety at least seven (7) days prior to the event so that the City can make appropriate accommodations and return to:

Mail to: City of La Crescent
Attention ADA Coordinator,
315 Main Street
La Crescent, MN 55947

Email: tbenish@cityoflacrescent-mn.gov
Phone: (507) 895-2037
Fax: (507) 895-8694

If you have any questions regarding this form, please contact interim ADA Coordinator, Tyler Benish, by phone at (507) 895-2037 or by email at tbenish@cityoflacrescent-mn.gov.

Contact Information:

Name:
Address:
Telephone Number(s):
Email:

Please check a corresponding box below for the park and/or building for which you are requesting an accommodation:

☐	Abnet Field	520 S 14 th Street
☐	La Crescent Community Arena	520 S 14 th Street
☐	Crescent Valley Park	Valley Lane
☐	Frank J. Kistler Memorial Park	608 S 7 th Street
☐	John S. Harris Park	N Elm Street
☐	Old Hickory Park	1200 Jonathan Lane
☐	Valley South Park	Jupiter Street
☐	Veteran's Park	595 Veterans Parkway
☐	Vetsch Park	722 N 2 nd Street
☐	Wieser Memorial Park	1811 County Road 6
☐	Sidewalk	
☐	Other	



Accommodation(s) Request: Please list the accommodation(s) requested and reason for your request in the area below.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.



84



#3.2



TO: Honorable Mayor and City Council Members
FROM: Tyler Benish, Public Works Director *TB*
DATE: September 4th, 2024
RE: Authorize expenditure – water system evaluation

The city has received a proposal from KLM Engineering to operate a remote operated vehicle (ROV) in the city's two water reservoirs. The ROV will inspect the structure of the tanks and pipes; the staff will also inspect the visible piping and exterior components of the tanks. KLM will provide an evaluation report that will identify deficiencies and recommend repairs and maintenance.

The "Stoney Point" reservoir is a 750,000-gallon earthen concrete tank that was constructed in 1978. The last cleaning was done in 2000.

The "Crescent Hills" reservoir is a 500,000-gallon earthen steel tank that was constructed in 1993 to provide water at an adequate pressure to homes above 730 feet of elevation. We have no record of cleanings or maintenance to the tank.

We are suggesting the City Council approve the proposal from KLM Engineering for \$7000 to evaluate the two water reservoirs with a remote operated vehicle. The expenditure will come out of the water operating fund.

To: City Council

From: Jason Ludwigson, Sustainability Coordinator

Date: September 5th, 2024

Re: Solar RFP Aquatic Center - Minnesota Solar on Public Buildings Grant Program

The city issued a Third-Party Solar Request for Proposals on July 22nd, 2024 for the Aquatic Center. The city received three proposals for solar PV systems on this premise. Proposals were received by All Energy Solar, iSolar, and Solar Connection. The proposals were reviewed using the selection criteria provided in the RFP. Attached is a breakdown of the technical aspects of each proposal. The Solar Connection proposal was scored the highest from the three proposals. The other proposals were not complete as they did not include information how the developer would assist with compliance of the MPCA module or inverter recycling form. The Solar Connection proposal is not the lowest cost bid, but the proposed system from Solar Connection includes the most efficient PV panels and the highest linear power performance guarantee. The payback point for the city is the shortest with the proposal from Solar Connection. The proposal from iSolar is the lowest cost proposal, but the panel efficiency proposed is lowest, the cumulative return on the system is lowest, the proposal does not include an operations and maintenance plan, and proposes the lowest efficiency panels. The best cost and value to city would be with the proposal from Solar Connection. The city would recommend proceeding with the proposal from Solar Connection. We would work with Solar Connection as the developer to apply for the Solar on Public Buildings Grant Program Full Grant Application.

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

- If the city proceeds with the proposal from Solar Connection the grant would cover \$51,000 dollars of the system cost. The city would utilize the elective pay provision from the Inflation Reduction Act to cover an additional 30% of the system cost or \$25,500.
- Combined the grant and the elective pay tax credit would cover \$76,500 or 90% of the system cost of \$85,000.
- The cost of the system to the city would be \$8,500.
- The payback on this system would be 2 years.
- If the grant is awarded to the city an estimated 105% of the electricity used by the facility will be generated by solar.
- The cumulative return on the system would be \$163,621 after 25 years.

Solar RFP Pool 2024	System Size	Internal Rate of Return	Turnkey Cost	Net Cost to In-Crescent	Cost Per Watt	Year 1 Projected Savings	Year 1 Production	Degradation Warranty	Linear power performance guarantee at 30 years	Racking Warranty	Inverter Warranty	Panel Warranty	Linear Power Warranty	Panel Efficiency	Abide by Prevailing Wage	Break-even point	Operations and Maintenance Plan
30 Solar	30.34 kW DC	18.30%	\$12,816.00	\$7,282	\$2.40	\$2,725	36,597	1.2% first year, 0.4% for life of panels	82.67%	30 Year Warranty	30 Year Warranty	30 Year Warranty	30 Year Warranty	23.42%	X	2.5 years	N/A
40 Energy Solar	25.15 kW DC	N/A	\$85,000.00	\$8,500	\$3.38	\$5,605	33,116	1.0% first year, 0.4% for life of panels	87.40%	25 Year Warranty	25 Year Warranty	25 Year Warranty	30 Year Warranty	21.76%	X	2.7 years	5 years no cost + \$1,000 per year following Year 5 with a 3% escalator
Solar Connection	30.01 kW DC	16.02%	\$85,000.00	\$8,500	\$2.83	\$2,890	34,000	1.0% first year, 0.4% for life of panels	87.40%	25 Year Warranty	25 Year Warranty	30 Year Warranty	30 Year Warranty	22.65%	X	2 years	Two - Year Blanket warranty

#3.4



WIESER LAW OFFICE, P.C.

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

KELLY AL IVERSON
AL "SKIP" WIESER, III

PHONE: (507) 895-8200
FAX: (507) 895-8158

AL WIESER, JR.
Emeritus

TO: ~~Honorable Mayor~~ and City Council Members
CC: Bill Waller, City Administrator
FROM: Skip Wieser, City Attorney
DATE: September 5, 2024
RE: Agenda Item No. 3.4 - Ready Bus Lease

Attached for City Council consideration find a proposed lease agreement with Ready Bus. This was approved at the previous City Council meeting. The key terms of the lease agreement are as follows:

1. One (1) year term.
2. Annual rent payment in the amount of Eighteen Thousand 00/100 Dollars (\$18,000.00).
3. Acknowledgment that the City is not responsible and/or liable due the adjacent railroad crossing. Due to this, we were requested to include a provision allowing for early termination of the lease in the event the railroad crossing unreasonably interferes with the operation of the bus parking.

I will in attendance to review this lease agreement. The suggested action is that the City Council approve the lease agreement and authorize the Mayor, City Administrator, and City Clerk to sign the same.

LEASE AGREEMENT

This Agreement is made and entered into as of the ____ day of _____, 2024, by and between the City of La Crescent, a Minnesota municipal corporation ("Lessor"), and Ready Bus Company Inc., a Minnesota corporation, ("Lessee") (collectively, the "Parties" and individually a "Party").

WHEREAS, Lessor owns certain real property located in Houston County, State of Minnesota (the "Property"); and

WHEREAS, Lessee desires to rent certain property of Lessor for parking and storage of school buses;

NOW, THEREFORE, based on the mutual promises and covenants contained herein, the payments of monetary sums, and other good and valuable consideration, the receipt and sufficiency are hereby acknowledged, the parties agree as follows:

1. The recitals set forth above are expressly incorporated herein.
2. **PROPERTY AND LEASE.** Lessor owns a parcel of land, herein referred to as the Property, and illustrated on Exhibit A (the "Leased Premises").
3. **PARKING LOT.** Subject to the provisions of this Lease, Lessee is entitled to the leased premises for purposes of parking and storage of school buses.
4. **TERM.** The term of this Lease (hereinafter referred to as "Lease Term") shall commence on August 25, 2024, and continue through August 31, 2025, unless extended in writing between the parties or sooner terminated as herein provided.
5. **RENT.** The annual rent shall be Eighteen Thousand 00/100 Dollars (\$18,000.00). The rent shall be payable at the address of the Lessor shown in this Agreement or such other location as is designated in writing by the Lessor. Lessee shall pay rent in advance to Lessor in monthly installments of One Thousand Five Hundred 00/100 Dollars (\$1,500.00) each. Rent for any partial month will be prorated.
6. **USE.**
 - a. **General.** Lessee may use the Leased Premises for the purpose of parking and storage of school buses.
 - b. **Restrictions on use.**
 1. Lessee shall not at any time use or occupy or permit the Leased Premises to be used or occupied in any manner that would in any way violate any state, federal, or local laws, rules, ordinances, regulations, or orders.

2. Lessee shall exercise due care in the use of the Leased Premises and shall not use, operate or maintain the Leased Premises improperly, carelessly or for a purpose or in a manner contrary to that contemplated by this Agreement.
7. **QUIET ENJOYMENT.** Lessor warrants that Lessee shall have peaceable and quiet enjoyment of the Leased Premises free from any eviction or interference by Lessor if Lessee pays the rent and otherwise fully and punctually performs the terms and conditions of this Agreement. Lessor, however, reserves the right to enter the Leased Premises for the purpose of inspection at any time during normal business hours upon reasonable prior notice.
8. **INSURANCE/INDEMNITY.**
 - a. **Indemnity.** To the extent allowed by law, each party agrees to indemnify and save harmless the other against and from any and all claims by and on behalf of any persons arising from the breach or default on the part of the indemnifying party in the performance of this Lease or from the conduct or management of, from any work or thing done by or on behalf of the indemnifying party in or about, or its activities upon or occupancy of the Leased Premises during the term of this Agreement.
 - b. **Insurance.** Lessor shall provide insurance for the Leased Premises as part of Lessor's blanket insurance policy, insuring the Leased Premises against loss or damage by fire, explosion or other insurable hazards. Lessee shall maintain commercial general liability insurance from a reputable and licensed insurance company licensed to do business in the State of Minnesota with minimum limits of not less than \$1,000,000.00 per occurrence. Lessee shall name the Lessor as an additional insured with a waiver of subrogation in Lessor's favor and shall provide the Lessor with a certificate of insurance showing evidence of liability coverage prior to the commencement of this Agreement. Lessee shall also maintain worker's compensation in accordance with Minn. Stat. §176.182. Lessee shall also be solely responsible for insuring its personal property. Lessor shall have no liability for any property of Lessee stored on leased premises and Lessee shall bear any loss of or damage to said property, unless said loss or damage is caused by willful or negligent acts of Lessor, its employees, agents, or invitees. Notwithstanding, it is understood and agreed that the Lessor's liability shall be limited by the provisions of Minn. Stat. §466 or other applicable law.
9. **RELATIONSHIP OF THE PARTIES.** The Parties to this Agreement are not partners or joint venturers with each other and nothing herein shall be construed to make them partners or joint venturers or impose any such liability on either of them. This Agreement shall not render Lessee or any of its employees, agents, or volunteers an employee, partner, co-owner, an agent of Lessor or engaged in a joint venture with the Lessor for any purpose.
10. **SURRENDER OF POSSESSION.** Lessee shall, on the last day of the Lease Term or as extended pursuant to this Agreement, or on earlier termination and forfeiture of the

Agreement, peaceably and quietly surrender and deliver the Leased Premises to Lessor including all buildings and improvements thereon except moveable trade fixtures, and furnishings which Lessor has agreed shall remain the property of Lessee, or improvements which Lessor has directed Lessee to remove, to Lessor free of subtenancies, clean and all in good condition and repair, ordinary wear and tear excepted.

11. DEFAULT.

- A. **Lessee's Default.** Lessee's failure to observe or perform any of the obligations of Lessee otherwise provided herein shall constitute an "event of default" or a "default" hereunder. Upon occurrence of an event of default by Lessee hereunder, which remains uncured for fifteen (15) days after receipt by Lessee of written notice of such event of default, Lessor may thereafter or any time subsequently during the existence of such breach or default: (i) enter into the Leased Premises and repossess the same, expelling and removing therefrom all person and property, and (ii) terminate this Agreement, holding Lessee liable for damages for its breach, including but not limited to unpaid rent.

12. MISCELLANEOUS.

- a. **Railroad Crossing.** Lessee acknowledges the proximity of the existing railroad tracks and railroad crossing. Lessee acknowledges that Lessor has no control over the operation of the railroad. Lessor has no responsibility to Lessee for any and all delays caused directly or indirectly by railroad.
- b. **Early Termination.** Either party may terminate this Agreement upon fifteen (15) days written notice to the other party. Thereafter, this Agreement will automatically terminate and both parties agree to sign any requested termination and waiver agreement.
- c. **Integration; Amendment or Modification.** This Agreement contains the entire understanding of the parties hereto with respect to the transactions contemplated hereby and supersedes all prior discussions and negotiations and contains all agreements and understandings between Lessor and Lessee as it related to this Lease. No representations, warranties, undertakings or promises, whether oral, implied, written, or otherwise, have been made by either party hereto the other unless expressly stated in this Agreement or unless mutually agreed to in writing. Neither party has relied on any verbal representation, agreements or understandings not expressly set forth herein. This Agreement may only be amended in writing signed by all parties and shall specify with particularity the extent and nature of such amendment or modification.
- d. **Counterparts.** This Agreement may be signed in counterparts by the Parties hereto.

- c. **No Assignment.** The Lessee shall not assign or transfer this Agreement at any time or sublease a portion of the Leased Premises. This Agreement shall be binding upon, and inure to the benefit of, the parties hereto, and their successors and assigns.
- f. **Notice.** Notices shall be in writing and sent by United States Mail, postage prepaid, certified or registered with return receipt requested or by courier services to the address set forth below:

Lessor: City of La Crescent
315 Main Street
La Crescent, MN 55947

w/copy to: Attorney At "Skip" Wieser, III
Wieser Law Office, P. C.
33 South Walnut Street, Suite 200
La Crescent, MN 55947

Lessee: Ready Bus Company Inc.
101 East 10th Street #300
Hastings, MN 55033

- g. **Governing Law.** This Agreement shall be construed in accordance with the laws of Minnesota.
- h. **Severability.** If any term of this Agreement is found to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remaining terms of this Agreement, which shall continue in full force and effect.
- i. **No Presumption in Drafting.** Given that each party has been involved in negotiating this Agreement and has had the opportunity to review and edit the language of the Agreement, no presumption for or against either party arising out of drafting any part of this Agreement will be applied in any action related to or involving this Agreement.
- j. **Signature Authority.** Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.
- k. **Waiver.** No delay or omission by either party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach shall not be construed to be a waiver of any succeeding breach or of any other covenant. All waivers must be in writing and signed by the party waiving its rights.
- l. **Government Data.** Each Party understands, acknowledges, and agrees that, during and after the term of this Lease it may have access to data owned, maintained,

collected, or received by the other Party that is subject to the Minnesota Government Data Practices Act ("MGDPA") and/or the Family Educational Rights and Privacy Act ("FERPA"). Each Party agrees that it shall not access, store, maintain, destroy, or disclose such data except as permitted by the MGDPA, FERPA, and other applicable State and federal law.

- m. **Savings Clause.** If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.
- n. **Dispute Resolution.** The Parties shall cooperate and use their best efforts to ensure that the various provisions of the Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of this agreement. If disputes cannot be resolved informally by the Parties, the following procedure shall be used:

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

IN WITNESS WHEREOF, the parties have executed this Lease Agreement on the day and year set forth above.

LESSOR:

LESSEE:

CITY OF LA CRESCENT

READY BUS COMPANY INC.

By: Mikel Poellinger
Its: Mayor

By: _____
Its: _____

By: Bill Waller
Its: City Administrator

By: _____
Its: _____

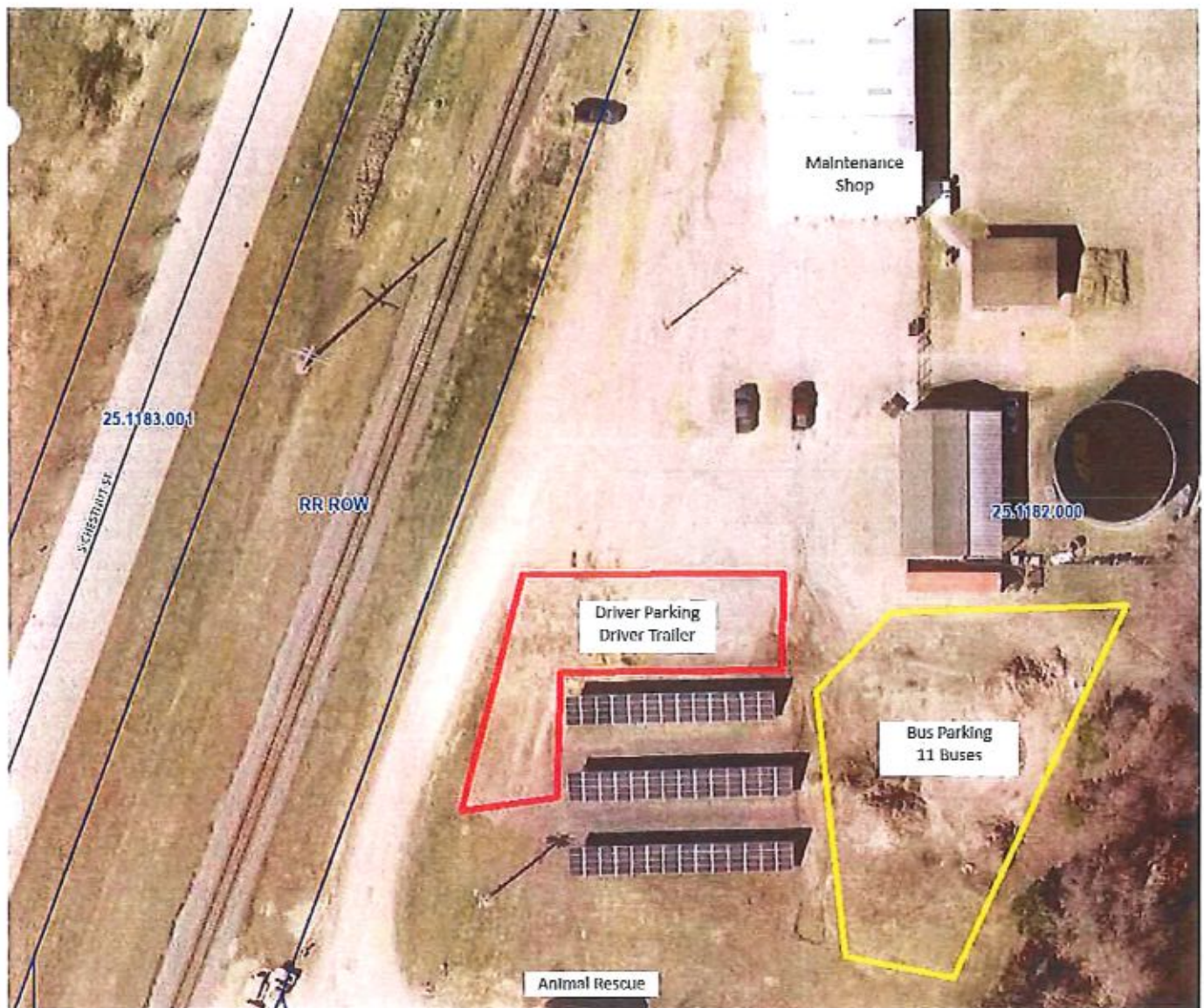


Exhibit A

#3.5



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: September 5, 2024
RE: Call for Special City Council Meeting

We are suggesting that the City Council call for a special City Council meeting on Thursday, September 26, 2024 at 5:30 pm, at the La Crescent Community Building. The purpose of the meeting will be for the City Council to review the draft of the proposed 2025 general fund budget, adopt a resolution setting the preliminary levy for 2025, and set the date and time for the public meeting at which time the budget and levy resolution will be discussed and public input allowed prior to the final budget and levy determination.

#3.6



WIESER LAW OFFICE, P.C.

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

KELLY M. IVERSON
AL. "SKIP" WIESER, III

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

AL. WIESER, JR.
Encls

TO: Honorable Mayor and City Council Members
CC: Bill Walter, City Administrator
FROM: Skip Wieser, City Attorney
DATE: September 5, 2024
RE: Agenda Item No. 3.6 – Rollingsstone Solar Gardens (PUC)

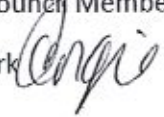
9/5/24

As the City Council is aware, on August 16, 2024 the Minnesota Public Utilities Commission issued its written order denying our request for reconsideration for their change to the Community Solar Garden credits. After consideration, it is recommended that the City not pursue further appeal of this change as it is not in the long term best interests of the City. This will be reviewed at the upcoming City Council meeting.

#3.7



TO: Honorable Mayor and City Council Members

FROM: Angie Boettcher, City Clerk 

DATE: 9/5/2024

SUBJECT: **REQUEST TO MAKE A CHANGE TO THE FEE SCHEDULE**

Attached for your approval is Ordinance #585 amending the 2024 fee schedule to increase the fee for providing Police Reserve assistance to other cities and for school events to \$17.50/hr. At the November 27, 2023, City Council meeting, the Council approved a pay increase of \$15.00/hour for the Police Reserves. Before the approved wage increase, the reserves were paid minimum wage and the reserve assistance fee was (and still is) \$12.00/hr.

ORDINANCE NO. 585

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

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

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

POLICE	2024
Miscellaneous	
Print-out of driving record/registration check - per request	\$5.00
Police Reserves - School District #300 events - per hour/per person	~~\$12.00~~ to \$17.50
Fingerprinting	\$55.00
Vehicle Towing Fee	\$225.00
Vehicle Impoundment Fee - per day	\$15.00

ADOPTED this _____ day of _____ 2024

SIGNED:

Mayor

ATTEST:

City Administrator

#3.8

RESOLUTION NO. 09-24-29

**RESOLUTION ACCEPTING A DONATION MADE TO THE
CITY OF LA CRESCENT IN SEPTEMBER 2024**

WHEREAS, the following donations were made to the City of La Crescent in the month of September 2024:

1. An Anonymous donor wishes to donate \$50,000 to Wieser Park.
2. Jeffrey and Teresa Krueger wish to donate \$20.00 to the La Crescent Fire Department in memory of Greg Schild.
3. Donnis Buchan wishes to donate \$25.00 to the La Crescent Fire Department in memory of Greg Schild.
4. Kathleen Banasik wishes to donate \$25.00 to the La Crescent Fire Department in memory of Greg Schild.
5. Rita Towner wishes to donate \$25.00 to the La Crescent Fire Department in memory of Greg Schild.
6. Robert and Mary Beckman wish to donate \$15.00 to the La Crescent Fire Department in memory of Greg Schild.
7. Laurel and Mavis Millic wish to donate \$40.00 to the La Crescent Fire Department in memory of Greg Schild.
8. Bruce and Barb Grant wish to donate \$40.00 to the La Crescent Fire Department in memory of Greg Schild.
9. Louise Hill wishes to donate \$40.00 to the La Crescent Fire Department in memory of Greg Schild.
10. Douglas and Jackie Colsch wish to donate \$30.00 to the La Crescent Fire Department in memory of Greg Schild.
11. Pat and Ron Gruntzel wish to donate \$50.00 to the La Crescent Fire Department in memory of Greg Schild.
12. Edwin Burrell wishes to donate \$20.00 to the La Crescent Fire Department in memory of Greg Schild.
13. Carolyn Newcomb wishes to donate \$20.00 to the La Crescent Fire Department in memory of Greg Schild.
14. James and Jane Beckman wish to donate \$20.00 to the La Crescent Fire Department in memory of Greg Schild.
15. A. Peter and Jeann Johnson wish to donate \$20.00 to the La Crescent Fire Department in memory of Greg Schild.
16. David and Anna Schroeder wish to donate \$100.00 to the La Crescent Fire Department in memory of Greg Schild.
17. Janice Schild wishes to donate \$80.00 to the La Crescent Fire Department in memory of Greg Schild.
18. Randal and Sharon Dwyer wish to donate \$30.00 to the La Crescent Fire Department in memory of Greg Schild.

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

ADOPTED this 9th Day of September 2024.

SIGNED:

Mayor

ATTEST:

City Clerk

#6.1



La Crosse County Convention & Visitors Bureau
Board Meeting
Explore La Crosse Office
123 7th Street South
Tuesday, August 27, 2024
8:00 a.m.

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

Ad Hoc: Mary Larson (DMI), Beth Franklin (La Crosse Chamber), Jay Odgaard (City of La Crosse Parks and Rec), Elizabeth Poh (La Crosse Center), Brian Meeter (La Crescent Chamber), Debbie Hosch, (La Crescent Area Event Center)

Executive Director: A.J. Frels

AGENDA

1. Call to Order
2. Welcome to the Board: Bill Bergeron & Kapena Faitau
3. Introduction – UW-L Chancellor, James Beeby
4. Consent Items
 - a. Board Minutes
July 2024
 - b. Financial Committee
Minutes
August 2024
Statements
July 2024
 - c. Community Updates
5. Community Partners Update
 - a. DMI
 - b. La Crescent Chamber
 - c. La Crosse Chamber

6. Event Center Updates

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

7. Executive Director's Report – A.J. Frels

8. Committees

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

9. Old Business

- a. WIAA
- b. Adopt a Highway – Minnesota Update
- c. LCC/LCCVB Collaborative Sessions Update
- d. Parking Lot Seal Coat & Striping - September 6
- e. Independent Economic Study

10. New Business

- a. Board Retreat – January 27 (8-Noon)
- b. 2025 Budget Process
- c. 2025 Officers & Board Members
- d. Visitor Guide Sales
- e. 2024 Strategic Plan

11. Adjournment

Next Scheduled Board Meeting – Tuesday, September 24, 2024, at 8:00 a.m. at the LCCVB Office at 123 7th Street South, La Crosse.

explore LA CROSSE

1

LA CROSSE COUNTY CONVENTION & VISITORS BUREAU

BOARD MEETING

July 30, 2024– 8:00 a.m.

Board Members:

Present: Dave Ring, Pete Boese, Ryan Johnson, Kalynn Krueger, Patrick Barlow, Elizabeth Poh, Dan Kapanke, Ashley Santolin, Dan Stevens, Jay Patel, Vicki Markussen, Barb Janssen, Cherryl Jostad, Austin Wells, Sheila Wieser,

Brody Meier

Excused: Jen Burch, Chris Roderique, Dan Wick, Pat Stephens, Beth Franklin, Nathan Franklin, David Pierce, Kapena Faitau, Mary Larson, Debbie Hosch, Brian Meeter, Jay Odegaard

Absent:

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

PROCEEDINGS:

D. Ring brought the meeting to order at 8:00 a.m.

Consent Items:

Board minutes-June 2024, Finance July 2024 Minutes, Statements June 2024, and Community Updates.

MOTION: to approve the Board minutes-June 2024, Finance July 2024 Minutes, Statements June 2024, and Community Updates. (P. Barlow, J. Patel) Carried.

COMMUNITY PARTNERS & EVENT CENTER UPDATES:

La Crescent Chamber-the recent golf outing was a success. Applefest will be held September 20-22, 2024.

La Crescent Area Event Center-planning continues for their Five year anniversary of the hotel and event center.

The celebration will be held on August 15th.

EXECUTIVE DIRECTOR REPORT:

- Explore La Crosse Day with the Brewers was held on June 25. The day was a success with 19 buses from the La Crosse Region, and 1,100 in attendance. Most of the Explore La Crosse team attended and assisted as bus captains for the trip.
- On June 20, Jeremiah and AJ attended the ribbon cutting for the new bike and pedestrian bridge at Veteran's Park in West Salem. The Village will install an information kiosk at the park and Explore La Crosse has contributed \$500 to the project. Our visitor guides will be available at the kiosk.
- AJ attended the Destinations Wisconsin Executive Committee meeting. It was announced at that meeting that Sara Brish, former Executive Director of Stevens Point, will be filling Dawn Zanoni's position at the Wisconsin Department of Tourism.
- The sales team is working on two FAM tours for later this year. The tours are scheduled for August 15 and December 6.
- We have started holding monthly roundtable meetings with Amtrak and the departments of transportation from Wisconsin and Minnesota on how to promote the Borealis. The first report shows there were over 18,000 riders in the first month.
- Erik and AJ attended the LSE Air Service meeting on July 12. At that meeting they met the new director, Jeffrey Tripp. LSE was informed they did not make the list for the latest grant reviews. They are looking at 2025 and reaching out to local organizations and businesses for letters of recommendation for future grant opportunities.
- On August 8, AJ will meet with Rusty Cunningham and Jim Wood to discuss Competitive Wisconsin Inc. AJ will keep the committee posted on the meeting.
- AJ met with Megan Meyer, Executive Director of the La Crosse County Historical Society. They had a good and

productive meeting. They discussed potential ways the organizations can work together. AJ has invited her to participate in the Impact meetings as she has expressed an interest in creating overnight packages with the lodging properties.

- AJ and Michelle have been holding six-month check-ins with the staff. This is a mid-year follow-up to their annual reviews. This has been helpful and the staff has appreciated the opportunity to meet.

- AJ met with Branden Yates, Government Affairs Manager for the La Crosse Chamber. He asked AJ for an Explore La Crosse update at their August 12 Chamber Forum. AJ and Haleigh will do the presentation together.

- Deb and AJ met with Kayak Kiosk on July 12. They are a kayak rental business with some stations in the region. They recently became a member.

COMMITTEE REPORTS:

Nominating- the nominating committee is recommending Billy Bergeron of Castle La Crosse, for the full board seat.

MOTION: to accept Billy Bergeron as full board member for a 3-year term. (B. Meier, D. Kapanke) Carried.

Membership - Reports were distributed. Revenue for June was \$6,404.77 budgeted for \$4,500. The next meeting will be held on September 19.

Grants- Grants- Reports were distributed. Thus far, \$95,500 has been awarded in grants. The next meeting will be held on September 19.

Convention/Sales- The sales department each gave updates in regards to conventions, groups and sports. Also discussed was the sales training & education session with Explore La Crosse and the La Crosse Center. They have completed two of the four sessions, and are pleased with the guidance thus far.

Marketing/Media-several items of focus, including the 2025 Visitor Guide articles and selling ads, official launch of RIPE, both Haleigh and Iris have attended conferences recently in the media/travel writer/content creator industry to network with creators and grow and optimize media efforts.

Belonging and Mattering Committee-next meeting will be held on August 1st.

OLD BUSINESS:

- WIAA Apparel Payment-We received the payment from the apparel sales from UWV in the amount of \$16,636.25 which will show in the July financials.

- Adopt a Highway-Explore La Crosse has been assigned the section of road of Hwy 33-between 162 & Korn Clements Road. AJ is also looking into options in Minnesota as well.

- Trolley Update- At this time, AJ has not found any trolleys to fit our needs. He will take a break from the search and will resume looking again late Fall.

NEW BUSINESS:

- Board Meeting Dates-The dates have changed a bit for the next couple of months and are as follows: August 27, September 24, October 22, and November 19.

- WIAA Event Bundle Proposal-As we look to renegotiate with WIAA, the plan is to approach them with the desire to host and lock in several events. It would include the following: Track & Field, Cross Country, Team State Wrestling, Girls Individual State Wrestling, and Gymnastics.

- Independent Economic Study-AJ has reached out to Oxford Tourism Economics Group to see the cost for our region for a tourism impact study. Several other DMOs throughout the bi-state region hire third party entities to conduct their own studies. The main reason to move forward with the study is to include La Crescent's data.

- Parking Lot Seal Coat & Striping and Dome Repair-Maintenance needs to be done on the parking lot and roof dome as it hasn't been done since we moved to this 7th Street office location in 2021.

MOTION: to approve using funds from the building maintenance account for roof dome repairs for \$993.

(C. Jostad, D. Kapanke) Carried.

MOTION: to approve using up to \$3000 from the building maintenance account for seal coat and striping the parking lot from obtained project bids. (P. Barlow, J. Patel) Carried.

-Madden Website Proposal-Haleigh presented the board with an overview of the website design proposal from Madden. The website was new in 2020 and with the advancement of AI and digital platforms, it is essential to stay current.

MOTION: to approve proceeding with the Madden Website proposal as presented for the amount of \$69,745.00 as a budgeted item in 2025. (B. Meier, J. Patel) Carried.

Motion: to adjourn at 9:10am. (D. Kapanke, P. Barlow) Carried.

Next Board Meeting Tuesday, August 27, 2024 at 8:00am.

Respectfully submitted, Michelle Hoch