

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
NOVEMBER 24, 2025
5:00 P.M.



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

1. CONSENT AGENDA

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

- 1.1 MINUTES – NOVEMBER 10, 2025
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 21, 2025
- 1.3

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 PLANNING COMMISSION MINUTES – NOVEMBER 4, 2025
Conditional Use Permit Application/Gym Addition-32 Crescent Ave.
- 3.2 LIGHTING ALTERNATIVES FOR WALNUT STREET PROJECT
- 3.3 REVIEW CRESCENT HILLS SANITARY SEWER REPORT
- 3.4 REVIEW CONCEPTS FOR MAIN STREET REDEVELOPMENT
- 3.5 2025 STORMWATER ANNUAL MEETING
- 3.6 PARTNERS IN ENERGY GRADUATE SUPPORT MOU
- 3.7 STONEY POINT FOREST HABITAT RESTORATION PROJECT BIDS
- 3.8 SUSTAINABILITY COORDINATORS 2025 YEAR END REPORT
- 3.9 2026 MARKETING & PROMOTIONAL AGREEMENTS
- 3.10 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.11 REVIEW 2026 GENERAL FUND BUDGET/LEVY
- 3.12 TAX CERTIFICATION RESOLUTION
- 3.13 HOLIDAY TRAIN/DECEMBER 12 – ROAD CLOSURE

4. UNFINISHED BUSINESS

- 4.1

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NOVEMBER 24, 2025
5:00 P.M.



5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 EXPLORE LA CROSSE

6.2 LEAD AND COPPER TESTING RESULTS

6.3

7. CORRESPONDENCE

7.1

7.2

8. CHAMBER OF COMMERCE

8.1

9. HOUSTON COUNTY

10. ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

#1.1

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

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

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, Mayor Mike Poellinger, Members absent: Chris Langen. Also present were, Public Works Director Tyler Benish, Finance Director Kara Tarrence, City Attorney Skip Wieser, and City Clerk Angie Boettcher.

Also, in attendance were:

Executive Director of Explore La Crosse A.J. Frels

Fire Chief Josh Tarrence, Fire Department Relief Association Treasurer Todd Hase and Assistant Fire Chief Bill Kreibich.

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 – OCTOBER 27, 2025
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 7, 2025

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Prior to the meeting a request was made to City Clerk Angie Boettcher to include the wording “provide input” to the motion in Item 3.4, #3 of October 27, 2025, minutes.

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

**A MOTION TO APPROVE THE CONSENT AGENDA WITH THE ADDITIONAL WORDING
“PROVIDE INPUT” TO THE MOTION IN ITEM 3.4, #3 OF THE OCTOBER 27, 2025,
MINUTES.**

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

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 FIRE DEPARTMENT RELIEF ASSOCIATION

Fire Department Relief Association Treasurer Todd Hase reviewed with City Council a proposed increase to the Fire Relief Members annual benefit amount from \$5,400 to \$5,900 with a request that it be retro paid back to February 24, 2025. The La Crescent Fire Department Relief Association also requests approval for the City to provide a five percent (5%) annual increase to the retirement contribution. The 2026 contribution would move from \$6000 to \$6300. It was recommended that City Council approve the increases. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE INCREASE TO THE FIRE RELIEF MEMBERS ANNUAL BENEFIT AMOUNT FROM \$5,400 TO \$5,900 AND THAT IT BE RETRO PAID BACK TO FEBRUARY 24, 2025.

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

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

and Mayor Poellinger abstained. The motion was declared duly carried by a 3-0 vote.

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

MOTION TO APPROVE A FIVE PERCENT (5%) INCREASE IN 2026 TO THE LA CRESCENT FIRE DEPARTMENT RELIEF ASSOCIATION RETIREMENT CONTRIBUTION MOVING IT FROM \$6000 TO \$6300 IN 2026 AND TO REVISIT THE INCREASE ON A YEARLY BASIS.

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

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

and Mayor Poellinger abstained. The motion was declared duly carried by a 3-0 vote.

ITEM 3.2 – A.J. FRELS – EXPLORE LA CROSSE

A.J. Frels, Executive Director of Explore La Crosse, presented City Council with an update on the 2025 Explore La Crosse area campaign as well as the quarterly report. This was informational only, no action required.

ITEM 3.3 – AMEND EARNED SICK AND SAFE TIME POLICY

City Finance Director Kara Tarrence reviewed with City Council two amendments to the City’s Earned Sick and Safe Time Policy as follows:

1. Remove the language “ESST hours are to be used before regular sick leave hours” on page one.
2. Change the language on page four from “After more than **three** consecutive days to **two** consecutive days of ESST, submit a physician’s statement or other supporting documentation upon request.”

A copy of the amended policy was included in the packet. It was recommended that City Council approve the amended changes. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE THE AMENDED CHANGES TO THE CITY’S EARNED SICK AND SAFE TIME POLICY AS STATED.

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

Cherryl Jostad	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.4 – DONATION RESOLUTION

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

RESOLUTION NO. 10-25-33

RESOLUTION ACCEPTING DONATIONS MADE TO THE

CITY OF LA CRESCENT IN OCTOBER 2025

WHEREAS, the following donations were made to the City of La Crescent in the month of October 2025:

1. Dennis and Jody Dorschner wish to donate \$100.00 to the La Crescent Fire Department.

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

ADOPTED this 10th Day of November 2025.

SIGNED:

Mayor

ATTEST:

City Clerk

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

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

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

8. CHAMBER OF COMMERCE

A representative from the La Crescent Chamber of Commerce was in attendance and provided an update.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 EXPLORE LA CROSSE

City Council reviewed the Explore La Crosse Board Meeting agenda from October 21, 2025, and September 16, 2025, Board Meeting minutes.

9. ADJOURNMENT

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:19 P.M.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator

1.2

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ABILITY BUILDING CENTER INC						
27763	FD - CLEANING COMM RM	10/31/2025	375.20	.00		
27763	FD - CLEANING STATION	10/31/2025	135.20	.00		
27773	CITY HALL - CLEANING	10/31/2025	108.05	.00		
27773	CITY HALL - SHREDDING	10/31/2025	36.39	.00		
Total 8085:			654.84	.00		
ACM LLC						
PAY REQ 2	PINE CREEK RESTORATION	10/29/2025	226,193.10	.00		
Total 10319:			226,193.10	.00		
AMAZON CAPITAL SERVICES						
11CM-LCVL-6CL	LIBRARY - BOOKS GRANT FUNDED	11/09/2025	37.95	.00		
11PT-QNMF-CJD	LIBRARY - BOOKS GRANT FUNDED	11/12/2025	13.19	.00		
13W3-349R-71T	LIBRARY - BOOKS GRANT FUNDED	11/09/2025	41.27	.00		
17P1-JDJD-DYV	LIBRARY - BOOKS GRANT FUNDED	11/12/2025	13.79	.00		
1CP7-Q3PD-719	LIBRARY - BOOKS GRANT FUNDED	11/10/2025	90.76	.00		
1D49-X6K6-9G4	LIBRARY - BOOKS GRANT FUNDED	11/06/2025	15.40	.00		
1DKF-TPKH-666	LIBRARY - BOOKS GRANT FUNDED	11/17/2025	20.13	.00		
1FJD-47RX-94M	CITY HALL - OFFICE SUPPLIES	11/09/2025	24.19	.00		
1GMH-CWWK-6	LIBRARY - BOOKS GRANT FUNDED CREDIT	11/09/2025	15.40-	.00		
1HQD-1DF3-MH	LIC BUR - OFFICE SUPPLIES	11/07/2025	50.51	.00		
1HXC-F4MV-MY	CITY HALL - OFFICE FURNITURE	11/14/2025	405.40	.00		
1HXC-F4MV-MY	PD - OFFICE FUNRNITURE	11/14/2025	405.40	.00		
1J3F-JRDN-CJ39	CITY HALL - OFFICE SUPPLIES	11/18/2025	5.99	.00		
1J3F-JRDN-CJ39	MAINT - OFFICE SUPPLIES	11/18/2025	23.38	.00		
1J3F-JRDN-CJ39	LIC BUR - OFFICE SUPPLIES	11/18/2025	11.69	.00		
1JGD-NLR4-M6K	B&Z - OFFICE SUPPLIES	11/07/2025	51.77	.00		
1L46-7V46-KNH9	CHRISTMAS GREENERY FOR WIESER PAV WINDOW BO	11/07/2025	51.81	.00		
1LCV-MP7L-VG1	LIBRARY - BOOKS GRANT FUNDED CREDIT	11/07/2025	10.90-	.00		
1MCY-TVT6-K4M	LIBRARY - BOOKS GRANT FUNDED	11/14/2025	12.34	.00		
1PCF-Y194-1NH	LIBRARY - BOOKS GRANT FUNDED	11/15/2025	213.10	.00		
1QTQ-TLXH-4RJ	LIBRARY - BOOKS GRANT FUNDED	11/09/2025	55.51	.00		
1R7P-RY4X-7MX	LIBRARY - BOOKS GRANT FUNDED	11/09/2025	53.58	.00		
1V6L-PNCJ-3CG	LIBRARY - BOOKS GRANT FUNDED	11/12/2025	37.92	.00		
1VGG-TKKL-349	PARKS - TRASH BAGS	11/13/2025	48.48	.00		
1WMN-KGRD-79	LIBRARY - BOOKS GRANT FUNDED	11/09/2025	53.52	.00		
1WPV-LCMK-QX	CITY HALL - OFFICE SUPPLIES	11/14/2025	44.80	.00		
1WX4-6W13-3LV	B&Z - OFFICE CHAIR	11/20/2025	291.24	.00		
1WYK-PJVW-9H	LIBRARY - PROCESSING MATERIALS	11/06/2025	5.86	.00		
1X74-44D4-9MQ	LIBRARY - CLEANING SUPPLIES	11/06/2025	22.47	.00		
1YFW-676T-KJC	LIBRARY - CLEANING SUPPLIES	11/07/2025	158.58	.00		
1YGC-V4CR-V7	LIBRARY - BOOKS GRANT FUNDED CREDIT	11/07/2025	12.99-	.00		
Total 9956:			2,220.74	.00		
AMERICAN LEGAL PUBLISHING CORP						
46394	INTERNET RENEWAL - 12/25 - 12/26	11/10/2025	495.00	.00		
Total 8057:			495.00	.00		
ANCHOR SOLAR INVESTMENTS LLC						
#73	ANIMAL RESCUE - SOLAR	11/01/2025	214.58	.00		
#73	MAINTENANCE BLDG - SOLAR	11/01/2025	418.47	.00		
#73	RADIUM PLANT - SOLAR	11/01/2025	418.47	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9859:			1,051.52	.00		
ANCOM COMMUNICATIONS						
130785	EMERGENCY SERVICES - EQUIPMENT	11/12/2025	663.74	.00		
Total 9429:			663.74	.00		
ASSOCIATION OF MN COUNTIES						
75449.00	CITY HALL - VIRTUAL TRAINING	11/05/2025	30.00	.00		
Total 10327:			30.00	.00		
AUTO VALUE LA CROSSE						
516548288	GC - TRACTOR REPAIR	10/15/2025	26.99	.00		
516548308	GC - TRACTOR REPAIR	10/15/2025	77.99	.00		
516549205	PARKS - EQUIPMENT MAINTENANCE	10/23/2025	11.57	.00		
Total 2106:			116.55	.00		
B & T TECHNICAL SERVICES, LLC						
1853	COMM BLDG - SOLAR ELECTRICAL SERVICE	10/31/2025	489.71	.00		
Total 9680:			489.71	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
11/25 STMT	EMPLOYER PAID DENTAL -CLERK	11/04/2025	120.52	120.52	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -FD	11/04/2025	6.34	6.34	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -LIBRARY	11/04/2025	46.08	46.08	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -LICENSE BUREAU	11/04/2025	158.58	158.58	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -STREET	11/04/2025	59.45	59.45	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -WATER	11/04/2025	56.42	56.42	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -PD	11/04/2025	250.74	250.74	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -PUBLIC WORKS	11/04/2025	.01-	.01-	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -SEWER	11/04/2025	39.83	39.83	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -PARKS	11/04/2025	9.22	9.22	11/04/2025	
11/25 STMT	EMPLOYER PAID DENTAL -REC	11/04/2025	5.07	5.07	11/04/2025	
11/25 STMT	A/R - DENTAL -BARB GILE	11/04/2025	92.19	92.19	11/04/2025	
11/25 STMT	A/R - DENTAL -DEB OLIVER	11/04/2025	92.19	92.19	11/04/2025	
11/25 STMT	A/R - DENTAL -PAUL KENAGA	11/04/2025	92.19	92.19	11/04/2025	
11/25 STMT	A/R - DENTAL -PHYLLIS FEIOCK	11/04/2025	46.08	46.08	11/04/2025	
11/25 STMT	A/R - DENTAL -ROSE ALBRECHT	11/04/2025	46.08	46.08	11/04/2025	
11/25 STMT	DENTAL INSURANCE WITHHELD	11/04/2025	614.02	614.02	11/04/2025	
Total 9858:			1,734.99	1,734.99		
BESELER, FREDRICK						
11/6/25	LIBRARY - SPEAKER FEE	11/06/2025	200.00	.00		
Total 10329:			200.00	.00		
BLUE CROSS BLUE SHIELD MINNESOTA						
12/25 STMT	EMPLOYER PAID HEALTH - CLERK	11/21/2025	1,408.59	1,408.59	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - FD	11/21/2025	74.14	74.14	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - LIBRARY	11/21/2025	633.72	633.72	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - LICENSE BUREAU	11/21/2025	1,867.42	1,867.42	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - PARKS	11/21/2025	161.65	161.65	11/21/2025	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
12/25 STMT	EMPLOYER PAID HEALTH - PD	11/21/2025	5,094.95	5,094.95	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - REC	11/21/2025	90.41	90.41	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - SEWER	11/21/2025	623.73	623.73	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - STREET	11/21/2025	1,101.49	1,101.49	11/21/2025	
12/25 STMT	EMPLOYER PAID HEALTH - WATER	11/21/2025	969.04	969.04	11/21/2025	
12/25 STMT	HEALTH INSURANCE WITHHELD	11/21/2025	3,165.78	3,165.78	11/21/2025	
Total 9672:			15,190.92	15,190.92		
BOB'S SERVICE						
949414	POOL - WATER LINE REPAIR	11/11/2025	194.42	.00		
Total 8841:			194.42	.00		
BREYER'S SALES AND SERVICE INC						
21001	GC - OIL FOR EQUIPMENT	10/17/2025	61.98	.00		
Total 131:			61.98	.00		
CBS GRAPHICS INC.						
79667	PD - OFFICE SUPPLIES	11/06/2025	218.00	.00		
Total 10331:			218.00	.00		
CINTAS CORPORATION						
4245514835	CITY HALL - MATS, CLEANING RAGS & TOWELS	10/06/2025	106.25	.00		
4245514906	GC- CLEANING RAGS FOR CLUBHOUSE AND SHOP	10/06/2025	45.42	.00		
4246990937	GC- CLEANING RAGS FOR CLUBHOUSE AND SHOP	10/20/2025	55.04	.00		
4246990952	CITY HALL - MATS, CLEANING RAGS & TOWELS	10/20/2025	100.36	.00		
Total 9696:			307.07	.00		
CITY TREASURER'S OFFICE						
205504 - OCT	WASTEWATER TO LA CROSSE	10/31/2025	30,646.76	.00		
Total 1086:			30,646.76	.00		
CIVICPLUS, LLC						
356903	SOCIAL MEDIA ARCHIVING SOFTWARE 11/25 - 11/26	11/20/2025	4,332.51	.00		
Total 10144:			4,332.51	.00		
CLEARWAY COMMUNITY SOLAR LLC						
9/25 STMT	219 MAIN ST - UNIT LIGHTS	09/30/2025	76.32	.00		
9/25 STMT	321 MAIN ST - LIBRARY	09/30/2025	159.68	.00		
9/25 STMT	202 MAIN ST - FLAG LIGHT	09/30/2025	3.10	.00		
9/25 STMT	722 N 2ND ST - RADIUM PLANT	09/30/2025	1,940.32	.00		
9/25 STMT	608 S 7TH ST - POOL	09/30/2025	499.41	.00		
9/25 STMT	200 STONEY POINT - WELL HOUSE	09/30/2025	774.90	.00		
9/25 STMT	400 LARCH AVE - WELL 2	09/30/2025	633.91	.00		
9/25 STMT	608 S 7TH ST - TENNIS COURT LIGHTS	09/30/2025	9.76	.00		
9/25 STMT	110 MIDNIGHT ST - LIFT STATION	09/30/2025	50.73	.00		
9/25 STMT	193 MCINTOSH RD - BOOSTER STATION	09/30/2025	178.89	.00		
9/25 STMT	1450 HWY 16 - LIFT STATION	09/30/2025	29.09	.00		
9/25 STMT	1200 JONATHAN LANE - PARK SHELTER	09/30/2025	41.75	.00		
9/25 STMT	407 ORCHARDVIEW - BOOSTER STATION	09/30/2025	295.94	.00		
9/25 STMT	523 S CHESTNUT ST - ANIMAL SHELTER	09/30/2025	39.24	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
9/25 STMT	336 S 1ST ST - COMM BLDG	09/30/2025	150.33	.00		
9/25 STMT	520 S 14TH ST - ICE ARENA	09/30/2025	2,498.63	.00		
9/25 STMT	31 MCINTOSH RD - LIFT STATION	09/30/2025	11.03	.00		
9/25 STMT	1323 SPRUCE DR - ABNET FIELDS	09/30/2025	30.66	.00		
9/25 STMT	219 CHESTNUT ST - BRIDGE LIGHT	09/30/2025	54.70	.00		
9/25 STMT	209 S. WALNUT ST- LAC SIGN	09/30/2025	13.71	.00		
Total 9854:			7,492.10	.00		
CULLIGAN WATER CONDITIONING						
285X22136307	FD - WATER COOLER RENTAL	11/01/2025	39.95	.00		
Total 231:			39.95	.00		
DAVY LABORATORIES						
25K0217	WATER - TESTING	11/14/2025	114.00	.00		
Total 312:			114.00	.00		
DEPT OF NATURAL RESOURCES						
11/11/25-11/17/25	WEEKLY RECREATIONAL VEH. REGIST.	11/17/2025	553.07	553.07	11/21/2025	
11/4/25-11/10/25	WEEKLY RECREATIONAL VEH. REGIST.	11/10/2025	484.80	484.80	11/17/2025	
Total 318:			1,037.87	1,037.87		
EFTPS - ELECTRONIC FEDERAL TAX						
11/7/25 P/R	FED/FICA/MEDICARE	11/12/2025	21,846.74	21,846.74	11/12/2025	
Total 1127:			21,846.74	21,846.74		
EMERGENCY SERV MARKETING CORP						
12/25-12/30 #10	FD - IAMRESPONDING 1ST YEAR OF 5YR SUBSCRIPTION	11/13/2025	809.10	.00		
Total 9456:			809.10	.00		
GREAT LAKES SALT COMPANY						
INV147167	STREETS - TREATED SALT	11/12/2025	14,006.08	.00		
Total 10328:			14,006.08	.00		
HARTLAND LUBRICANT & CHEMICALS						
1015734-00	MAINT - DIESEL EXHAUST FLUID	11/12/2025	140.30	.00		
1016195-00	MAINT - HYDRAULIC FLUID FOR PLOW TRUCKS	11/19/2025	353.00	.00		
Total 174:			493.30	.00		
HASE, TERESA R.						
2025 FIRE	FD - 2025 GROUP PHOTO	11/14/2025	187.50	.00		
Total 9245:			187.50	.00		
HAWKINS INC.						
7256785	WATER PLANT - CHEMICALS	11/15/2025	50.00	.00		
Total 512:			50.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
HEIMAN FIRE EQUIPMENT INC						
0948157-IN	WATER- GATE VALVES	11/03/2025	360.72	.00		
Total 764:			360.72	.00		
HOUSTON CNTY TREASURER						
2585	PD - FALL TRAINING	11/17/2025	250.00	.00		
Total 751:			250.00	.00		
INTERNATIONAL CODE COUNCIL, INC						
1002174956	B&Z - TRAINING MATERIAL	11/12/2025	218.50	.00		
Total 9943:			218.50	.00		
KANSAS CITY LIFE INSURANCE CO.						
11/25 STMT	EMPLOYER PAID INS. - CLERK	11/04/2025	10.64	10.64	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. - REC	11/04/2025	3.24	3.24	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. - STREET	11/04/2025	31.38	31.38	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. - WATER	11/04/2025	17.72	17.72	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. -FD	11/04/2025	.56	.56	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. -LIBRARY	11/04/2025	27.86	27.86	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. -PARKS	11/04/2025	6.28	6.28	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. -SEWER	11/04/2025	14.93	14.93	11/04/2025	
11/25 STMT	P/R DEDUCTIONS	11/04/2025	376.83	376.83	11/04/2025	
11/25 STMT	EMPLOYER PAID INS. -PD	11/04/2025	80.30	80.30	11/04/2025	
Total 8915:			569.74	569.74		
KIND, ARN						
11/14 & 11/15	LIBRARY - 2 DAY PROGRAM FEE	11/15/2025	2,000.00	.00		
Total 10330:			2,000.00	.00		
LA CRESCENT ACE HARDWARE						
10/25 STMT	MAINT - SMALL TOOLS	10/31/2025	30.36	.00		
10/25 STMT	MAINT - SMALL TOOLS	10/31/2025	6.59	.00		
10/25 STMT	MAINT - SMALL TOOLS	10/31/2025	41.99	.00		
10/25 STMT	GC - TRACTOR REPAIR	10/31/2025	47.17	.00		
10/25 STMT	GC - SOFTENER SALT	10/31/2025	39.96	.00		
10/25 STMT	GC - SMALL TOOLS	10/31/2025	79.63	.00		
10/25 STMT	GC - COURSE MAINT	10/31/2025	18.98	.00		
10/25 STMT	GC - SMALL TOOLS	10/31/2025	15.97	.00		
10/25 STMT	GC - IRRIGATION REPAIR	10/31/2025	13.18	.00		
10/25 STMT	FD - FIRE PREVENTION SUPPLIES	10/31/2025	46.99	.00		
10/25 STMT	FD - FIRE PREVENTION SUPPLIES	10/31/2025	19.99	.00		
10/25 STMT	CITY HALL - BATHROOM REPAIR	10/31/2025	5.99	.00		
10/25 STMT	COMM BLDG - KEY	10/31/2025	4.99	.00		
10/25 STMT	GC - TRACTOR REPAIR	10/31/2025	5.99	.00		
10/25 STMT	GC - TRACTOR REPAIR	10/31/2025	17.56	.00		
10/25 STMT	PARKS - DRINKING FOUNTAIN REPAIR	10/31/2025	2.79	.00		
10/25 STMT	PARKS - AC UNIT REPAIR AT WIESER PAV	10/31/2025	3.99	.00		
10/25 STMT	PARKS - AC UNIT REPAIR AT WIESER PAV	10/31/2025	.99	.00		
10/25 STMT	LIBRARY - BLDG MAINT	10/31/2025	2.39	.00		
10/25 STMT	SHIPPING FOR WASTE WATER SAMPLES	10/31/2025	124.93	.00		
10/25 STMT	FD - SMALL TOOLS	10/31/2025	17.99	.00		
10/25 STMT	MAINT - PRESSURE WASHER PARTS	10/31/2025	94.98	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10/25 STMT	LIBRARY - BLDG MAINT	10/31/2025	11.99	.00		
10/25 STMT	PARKS - MOWER REPAIR	10/31/2025	11.16	.00		
10/25 STMT	LIBRARY - BLDG MAINT	10/31/2025	5.59	.00		
10/25 STMT	PARKS - FLY KILLER FOR WIESER PAVILION	10/31/2025	13.49	.00		
10/25 STMT	PARKS - SMALL TOOLS	10/31/2025	8.59	.00		
Total 717:			694.22	.00		
LA CRESCENT AREA EVENT CENTER, INC.						
10/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	11/19/2025	1,661.01	.00		
11/14/25	LIBRARY - VETERANS PRESENTATION PROGRAM	11/14/2025	2,483.20	.00		
Total 9810:			4,144.21	.00		
LA CRESCENT AUTO REPAIR, INC						
35123	PD - P19 VEHICLE MAINTENANCE	10/24/2025	1,206.63	.00		
35165	MAINT - 2023 CHEVY TIRE REPAIR	10/24/2025	21.60	.00		
35320	PD- P23 VEHICLE MAINTENANCE	10/24/2025	1,128.73	.00		
35329	PARKS - 2018 CHEVY MAINTENANCE	10/24/2025	172.80	.00		
35349	PARKS - TORO MOWER TIRE	10/24/2025	12.42	.00		
35506	FD - VEHICLE MAINT CHEVY TAHOE	11/11/2025	87.70	.00		
35569	MAINT - NEW TIRES 2018 CHEVY	11/17/2025	1,068.09	.00		
Total 8168:			3,697.97	.00		
LA CRESCENT CHAMBER OF COMMERCE						
10/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	11/19/2025	1,661.01	.00		
Total 1142:			1,661.01	.00		
LA CROSSE AREA CONVENTION AND						
10/25 LODGING	LODGING TAX - MARKETING & PROMO AGREEMENT	11/19/2025	5,195.97	.00		
Total 9824:			5,195.97	.00		
LA CROSSE SEED CORPORATION						
SI-2619442	GC - SEED FOR COURSE	11/03/2025	807.00	.00		
Total 1198:			807.00	.00		
LANDSCAPE STRUCTURES INC.						
INV-172296	WIESER PARK PLAYGROUND EQUIPMENT	11/10/2025	157,632.36	.00		
Total 10326:			157,632.36	.00		
LAPHAM'S CLEANING LLC						
37	CITY HALL - CLEANING	11/19/2025	1,200.00	.00		
Total 10121:			1,200.00	.00		
MAYO CLINIC AMBULANCE SERVICE						
3442095	BLS PROVIDER CARDS	11/06/2025	18.00	.00		
3442095	BLS PROVIDER CARDS	11/06/2025	36.00	.00		
3536089	CPR CLASS	11/15/2025	216.00	.00		
Total 8150:			270.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MENARDS-LA CROSSE						
19467	GC - CLEANING SUPPLIES	10/30/2025	11.99	.00		
19467	GC - IRRIGATION REPAIR	10/30/2025	77.59	.00		
19740	STORM SEWER REPAIR	11/05/2025	65.90	.00		
19936	FD - ANTIFREEZE	11/10/2025	17.94	.00		
19936	MAINT - SMALL TOOLS	11/10/2025	208.83	.00		
19936	POSTS FOR GRINDER PUMP CONTROL BOX	11/10/2025	134.22	.00		
20087	GC - CLEANING SUPPLIES	11/13/2025	8.99	.00		
20087	GC - COURSE REPAIR	11/13/2025	54.24	.00		
20087	GC - IRRIGATION REPAIR	11/13/2025	190.62	.00		
20135	GC - COURSE PROJECT	11/14/2025	197.89	.00		
20285	GC - HATS FOR RESALE	11/17/2025	215.73	.00		
20285	GC - COURSE REPAIR	11/17/2025	44.24	.00		
20285	GC - COURSE PROJECT	11/17/2025	1,390.50	.00		
20444	GC - CHEMICALS	11/20/2025	34.83	.00		
20444	GC - SMALL TOOLS	11/20/2025	59.98	.00		
20444	GC - EQUIPMENT REPAIR	11/20/2025	21.43	.00		
20444	GC - CLEANING SUPPLIES	11/20/2025	47.96	.00		
Total 1352:			2,782.88	.00		
MIDWEST TAPE						
507966334	LIBRARY- MOVIES GRANT FUNDED	10/31/2025	102.71	.00		
507997434	LIBRARY- MOVIES GRANT FUNDED	11/07/2025	119.08	.00		
Total 9851:			221.79	.00		
MIENERGY COOPERATIVE						
10/25 STMT	ELECT UTILITIES-CRESC.HGTS.& WILDWOOD SEC LIGH	10/31/2025	253.00	253.00	11/17/2025	
10/25 STMT	ELECT UTILITIES-GC POP MACH.	10/31/2025	112.32	112.32	11/17/2025	
10/25 STMT	ELECT UTILITIES-GC CLUBHOUSE	10/31/2025	866.43	866.43	11/17/2025	
10/25 STMT	ELECT UTILITIES-GC IRRIGATION & PARKING LOTS LIGH	10/31/2025	732.59	732.59	11/17/2025	
10/25 STMT	ELECT UTILITIES - HORSETRACK MEADOWS LIFT STATI	10/31/2025	151.26	151.26	11/17/2025	
10/25 STMT	ELECT UTILITIES - WIESER PARK	10/31/2025	575.72	575.72	11/17/2025	
Total 2012:			2,691.32	2,691.32		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
11/7/25 PR00156	MN CHILD SUPPORT	11/10/2025	497.46	497.46	11/10/2025	
Total 9597:			497.46	497.46		
MINNESOTA DEPT OF REVENUE						
11/7/25 P/R	MN STATE WHT	11/12/2025	4,405.00	4,405.00	11/12/2025	
Total 227:			4,405.00	4,405.00		
MINNESOTA ENERGY RESOURCES INC						
10/25 STMT	CITY HALL - GAS UTILITIES	10/31/2025	87.63	87.63	11/17/2025	
10/25 STMT	LIBRARY - GAS UTILITIES	10/31/2025	26.58	26.58	11/17/2025	
10/25 STMT	MAINT BLDG - GAS UTILITIES	10/31/2025	199.49	199.49	11/17/2025	
10/25 STMT	POOL - GAS UTILITIES	10/31/2025	48.09	48.09	11/17/2025	
10/25 STMT	CONTROL BLDG - GAS UTILITIES	10/31/2025	54.65	54.65	11/17/2025	
10/25 STMT	COMMUNITY BLDG - GAS UTILITIES	10/31/2025	115.57	115.57	11/17/2025	
10/25 STMT	ICE ARENA - GAS UTILITIES	10/31/2025	1,006.50	1,006.50	11/17/2025	
10/25 STMT	PUMP HOUSE - 193 MCINTOSH	10/31/2025	47.32	47.32	11/17/2025	
10/25 STMT	PUMP HOUSE - 405 ORCHARDVIEW	10/31/2025	49.97	49.97	11/17/2025	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10/25 STMT	ABNET RESTROOMS - GAS UTILITIES	10/31/2025	54.88	54.88	11/17/2025	
10/25 STMT	ANIMAL SHELTER - GAS UTILITIES	10/31/2025	72.57	72.57	11/17/2025	
Total 8171:			1,763.25	1,763.25		
MORRIS ELECTRONICS INC.						
16918	RCA LICENSES FOR 9/27/25-9/26/26	09/27/2025	763.20	.00		
Total 10081:			763.20	.00		
P & T ELECTRIC INC						
27911	CITY HALL - NEW OUTLET FOR PAPER SHREDDER	11/06/2025	846.51	.00		
Total 1643:			846.51	.00		
POINT C						
11/16/25 R. LEM	MEDICAL REIMB P/R DEDUCTED-R. LEMKE	11/18/2025	150.00	150.00	11/18/2025	
11/9/25 K. TARR	MEDICAL REIMB P/R DEDUCTED- K. TARRENCE	11/12/2025	125.89	125.89	11/12/2025	
Total 10202:			275.89	275.89		
PUBLIC EMPLOYEES RETIREMENT						
11/7/25 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-DCP	11/13/2025	272.50	272.50	11/13/2025	
11/7/25 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	11/13/2025	17,953.73	17,953.73	11/13/2025	
Total 1612:			18,226.23	18,226.23		
QUALITY FLOW SYSTEMS, INC						
49998	LIFT STATION SERVICE CHECKS	11/03/2025	1,750.00	.00		
49998	LIFT STATION REPAIR	11/03/2025	3,980.00	.00		
Total 9917:			5,730.00	.00		
REGENTS OF THE UNIVERSITY OF MN						
2170001799	LIBRARY - RAINBOW PATRON CARDS/KEYTAGS	09/10/2025	539.90	539.90	11/17/2025	
Total 9453:			539.90	539.90		
RONCO ENGINEERING SALES INC						
3412434	MAINT - TUBING FOR AIR COMPRESSOR	10/28/2025	1,747.15	.00		
3413338	MAINT - TUBING FOR AIR COMPRESSOR	11/06/2025	521.88	.00		
Total 1813:			2,269.03	.00		
SAFE-FAST, INC.						
INV315771	MAINT - WINTER APPAREL & GLOVES	10/24/2025	288.90	.00		
Total 8644:			288.90	.00		
SHELDON VALLEY SPORTSMANS ASSOC						
604	PD - ANNUAL MEMBERSHIP FOR FIREARMS RANGE	11/10/2025	100.00	.00		
Total 9835:			100.00	.00		
TITAN MACHINERY INC.						
SO0267440-1	CASE LOADER REPAIRS	10/20/2025	3,584.98	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9088:			3,584.98	.00		
TOTAL LAND CARE, LLC						
1928	MOWING 817 REDWOOD EAST	10/01/2025	69.47	.00		
Total 10284:			69.47	.00		
UNIVERSAL TRUCK EQUIPMENT INC						
66348	STREETS - PLOW TRUCK BLADES & REPAIR	11/17/2025	7,023.77	.00		
Total 2105:			7,023.77	.00		
VERIZON WIRELESS						
6127124270	FD - MOBILE	10/28/2025	180.09	.00		
6127147121	WATER DEPT - DATA	10/28/2025	35.01	.00		
6127147121	SEWER DEPT - DATA	10/28/2025	35.01	.00		
6127147121	B&Z - COMPUTER DATA	10/28/2025	70.04	.00		
6127147121	PD - COMPUTER DATA & PHONE SERVICE	10/28/2025	372.69	.00		
6127449994	WATER DEPT - WIRELESS	10/31/2025	57.89	.00		
6127449994	SEWER DEPT - WIRELESS	10/31/2025	57.89	.00		
Total 8973:			808.62	.00		
VON ARX STUMP GRINDING						
116	PARKS - STUMP GRINDING HARRIS & ABNET	11/07/2025	375.00	.00		
Total 10291:			375.00	.00		
VOYA INSTITUTIONAL TRUST COMPANY						
11/7/25 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	11/12/2025	3,891.00	3,891.00	11/12/2025	
Total 10290:			3,891.00	3,891.00		
WATER SYSTEMS CO.						
962129	LIBRARY - WATER DELIVERY	10/09/2025	38.00	.00		
973152	LIBRARY - COOLER RENTAL	10/31/2025	8.00	.00		
Total 8605:			46.00	.00		
XCEL ENERGY						
10/25 STMT	CITY HALL - 315 MAIN ST	10/31/2025	578.08	578.08	11/17/2025	
10/25 STMT	FLAG LIGHT - 202 MAIN ST	10/31/2025	5.43	5.43	11/17/2025	
10/25 STMT	FLAG LIGHT - 226 MAIN ST	10/31/2025	21.37	21.37	11/17/2025	
10/25 STMT	SIGN LIGHT - 525 S CHESTNUT	10/31/2025	10.24	10.24	11/17/2025	
10/25 STMT	STREET LIGHTS - PO BOX 142	10/31/2025	7,169.70	7,169.70	11/17/2025	
10/25 STMT	ICE ARENA - 520 S 14TH ST	10/31/2025	2,663.54	2,663.54	11/17/2025	
10/25 STMT	CITY HALL GREEN SPACE - 322 S 1ST	10/31/2025	20.00	20.00	11/17/2025	
10/25 STMT	MAINT PARKING LOT - 517 S CHESTNUT	10/31/2025	23.61	23.61	11/17/2025	
10/25 STMT	WELL HOUSE - 200 STONEY PT RD	10/31/2025	592.89	592.89	11/17/2025	
10/25 STMT	ABNET FIELDS - 1323 SPRUCE	10/31/2025	12.30	12.30	11/17/2025	
10/25 STMT	LIFT STATION - 1450 HWY 16	10/31/2025	24.67	24.67	11/17/2025	
10/25 STMT	SHORE ACRES - GRINDER PUMPS	10/31/2025	232.48	232.48	11/17/2025	
10/25 STMT	TENNIS COURT LIGHTS - 608 S 7TH	10/31/2025	3.61	3.61	11/17/2025	
10/25 STMT	UNIT STREET LIGHTS - 33 S WALNUT	10/31/2025	52.56	52.56	11/17/2025	
10/25 STMT	LIFT STATION - 31 MCINTOSH RD	10/31/2025	6.15	6.15	11/17/2025	
10/25 STMT	WELL #3 - 417 WALNUT PL	10/31/2025	1,358.52	1,358.52	11/17/2025	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10/25 STMT	WELL #2 - 400 LARCH	10/31/2025	379.61	379.61	11/17/2025	
10/25 STMT	BOOSTER STATION - 193 MCINTOSH E	10/31/2025	79.52	79.52	11/17/2025	
10/25 STMT	RESERVOIR - 1026 CRESCENT HILLS	10/31/2025	9.97	9.97	11/17/2025	
10/25 STMT	WWTP - 222 HWY 16	10/31/2025	398.09	398.09	11/17/2025	
Total 1410:			13,642.34	13,642.34		
Grand Totals:			580,422.73	86,312.65		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

#3.1



TO: Honorable Mayor and City Council Members

FROM: Josh Tarrence- Building Inspector

DATE: November 6th, 2025

RE: Planning Commission meeting minutes November 4th, 2025

Attached for your review are the minutes from the November 4th, 2025, meeting of the Planning Commission.

There is one item in the minutes that requires action from the City Council.

A Public Hearing was held as required, for a Conditional Use Permit application.

Item 5 of the minutes was a Public Hearing for a Conditional Use Permit application for 32 Crescent Ave, applicant Wayne Christopherson, to add an addition to his residential property of 1,420 square feet, for a recreational facility, for the purpose of coaching tenant to develop a workout plan to incorporate into their everyday life.

The Planning Commission is recommending to the City Council DENIAL, of the Conditional Use Permit application.

Attached to this memo and minutes is the staff report, Conditional Use Permit application, and correspondence from the applicant withdrawing their request the next day after the Planning Commission met.

MINUTES, REGULAR MEETING
PLANNING COMMISSION, CITY OF LA CRESCENT,
MINNESOTA
November 4, 2025

The Planning Commission met at 5:30 p.m., on November 4, 2025, in the City's Community Building located at 336 S. 1st Street.

Item 1. Call to Order

Chair Jerry Steffes called the meeting to order at 5:30 p.m.

Item 2. Pledge of Allegiance

Item 3. Roll Call

Upon a roll call taken and tallied by Larry Kirch, Economic Development Director, the following members were present: Don Hogan, Mike Welch, Jerry Steffes, Greg Husmann, Judy Enright, Dave Hanifl and Ex-Officio City Council Representative Chris Langen.

Item 4. Approval of the July 1st, 2025 Planning Commission Minutes

After reviewing the minutes from the October 7, 2025 meeting, a motion to accept the minutes, was made by Vice Chair Husmann and seconded by Commissioner Enright. Upon a roll call vote taken and tallied by Larry Kirch, Economic Development Director, the following Members voted in favor thereof, viz;

Greg Husmann	Yes
Judy Enright	Yes
Dave Hanifl	Yes
Don Hogan	Yes
Jerry Steffes	Yes
Mike Welch	Yes

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

Item 5. Public Hearing-

A public hearing was opened at 5:32PM for 32 Crescent Ave, in regards to item 5. The following Community members were present for the public hearing were as follows:

Ginger Hughes	29 Crescent Ave
Dave Thompson	29 Crescent Ave
Shawn Dunlap	130 Crescent Ave
James Edens	155 Crescent Ave
Andrew Helland	160 Crescent Ave

John Artz	51 Crescent Ave
Nicole Schmit	110 Crescent Ave
Joel Schmit	110 Crescent Ave
Don Johnson	103 Crescent Ave
Chris Johnson	103 Crescent Ave
Tim Benson	N5560 ZM Onalaska, WI
Monty Christopherson	32 Crescent Ave
John Ecker	100 Kinder Rd.
Isaac Shimshak	125 Crescent Ave
Cheri Gillbert	78 Crescent Ave
Ellyn Artz	51 Crescent Ave
Greg Wendling	56 Crescent Ave
Marna Wendling	56 Crescent Ave
Dave Becker	96 Crescent Ave
Letter received from Tim Runningen	1543 Claudia Ave
Letter received from Terry Twite	75 Crescent Ave
Letter received from Greg & Marna Wendling	56 Crescent Ave
Letter received from Cheri Olson and Doug Nelson	102 Kinder Road

5. PC-2025-04 CUP “Christopherson Gym Addition”

Item 5 is an application for a proposed Conditional Use Permit (“CUP”) to add an addition to his residential property, 32 Crescent Ave 1,420 square feet, for a recreational facility, for the purpose of coaching tenant to develop a workout plan to incorporate into their everyday life.

Larry Kirch provided a brief overview of the application and the project and discussed the staff recommendation per the provided staff report.

Monty Christopherson, applicant for the Conditional Use Permit, spoke to the Planning Commission members in regards to the proposed project.

After discussion by the Planning Commission members, City Staff, and the applicant, a motion was made to recommend to the City Council DENIAL, of the Conditional Use Permit. Using the following criteria for DENIAL the Conditional Use Permit and Conditions of Approval:

12.06 CONDITIONAL USE PERMITS

Subd. 1. PERMIT REQUIRED. It shall be unlawful to use any structure or land for any purpose requiring a conditional use permit in the zoning district in which the property is located without first obtaining a conditional use permit from the city. Where applicable, a building permit shall also be obtained from the city.

Subd. 2. CHANGES IN PERMITS. Any change involving structural alterations, enlargement, intensification of use, or similar change not specifically permitted by the conditional use permit issued shall require an amended conditional use permit and all procedures shall apply as if a new permit were being issued.

Subd. 3. CRITERIA FOR GRANTING CONDITIONAL USE PERMITS. In granting a conditional use permit, the La Crescent City Council shall consider the advice, recommendations and findings of the Planning Commission and the effect of the proposed use on upon the health, safety, morals and general welfare of occupants of surrounding lands. The City Council may make the following findings where applicable:

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.**

Response (findings): The proposed conditional use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. The proposed home occupation could potentially diminish or impair property values within the immediate vicinity.

- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area. The adjoining property is already developed.**

Response (findings): The proposed project will not impede any development as the surrounding properties are established developments.

- C. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.**

Response (findings): The current utilities, access roads, drainage, and facilities are provided for a single-family occupancy, not for the potential home occupancy.

- D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**

Response (findings): The current driveway having the ability to hold six vehicles, is adequate for a single-family occupancy. Adding more parking spaces indicates more traffic and that the use is intended for a home occupation.

- E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result. The use is consistent with the purposes of the zoning code and the purposes of the zoning district in which the applicant intends to locate the proposed use.**

Response (findings): The proposed use is in conflict with the City of La Crescent Zoning Ordinance in regards to home occupations.

F. The use is not in conflict with the policies of the City of La Crescent.

Response (Findings): The proposed use is in conflict with the City of La Crescent Zoning Ordinance in regards to home occupations.

G. The use will not cause traffic hazards or congestion.

Response (Findings): The proposed use could potentially cause a traffic hazard depending on how many and how often vehicle, are coming and going.

H. Existing uses will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare or general unsightliness.

Response (Findings): Existing uses will not be adversely affected.

The motion was made by Mike Welch and seconded by Commissioner Dave Hanifl. Upon a roll call vote taken and tallied by Larry Kirch, Economic Development Director, the following Members voted in favor thereof, viz;

Mike Welch	Yes
Dave Hanifl	Yes
Jerry Steffes	Yes
Greg Husmann	Yes
Don Hogan	Yes
Judy Enright	Yes

The motion was declared duly carried to deny the Conditional Use Permit request.

Note: on November 5th (the day after the meeting) the applicant sent an email to city staff requesting to withdraw the Conditional Use Permit application.

Item 6. Future Agenda Items- Commission Members

There were no future agenda items discussed.

Item 7. Adjourn

A motion was made to adjourn the meeting by Vice Chair Husmann. The motion was seconded by Commissioner Enright. The Planning Commission meeting was adjourned at 6:33P

**PLANNING COMMISSION
CUP PUBLIC HEARING
STAFF REPORT**

MEETING DATE: November 4th, 2025

CASE NUMBER: PC-25-04 CUP "Christopherson Gym Addition"

OWNER: Wayne Christopherson
32 Crescent Ave
La Crescent, MN 55947

PARCEL IDs: 252165000

APPLICANT: Same as owner

REQUEST: Proposed Conditional Use Permit ("CUP") to add an addition to his residential property of 1,420 square feet, for a recreational facility, for the purpose of coaching tenant to develop a workout plan to incorporate into their everyday life.

LOCATION: The property is located at 32 Crescent Avenue.

**GENERAL PLAN/
ZONING DESIGNATION:** Residential / R1-A Low Density Residential District

SURROUNDING USES: North: Residential;

South: Residential;

East: Residential;

West: Residential

BACKGROUND

The property has a single-family dwelling with an attached two car garage. Property is located in the R-1A Low Density Residential Zoning District.

PROPOSAL

PC-25-04 CUP is a request for a Conditional Use Permit to allow for an addition to the residential property, of 1,420 square feet, for the purpose of a recreational facility. The applicant plans to coach tenants to develop workout plans.

PLANNING STAFF ANALYSIS

Relationship to Comprehensive Plan:

The property is designated by the City's General Plan as "Neighborhood Residential."

This property is zoned R-1A Low Density Residential.

The property is governed by 12.14 R-1A Low Density Residential District of the City of La Crescent Zoning Ordinance. The proposed use would also fall under 12.10 Subd 9 General Provisions, Home Occupations.

12.14 R-1A - LOW DENSITY RESIDENTIAL DISTRICT

Subd 1. PURPOSE AND INTENT. The purpose and intent of the R-1A, Single-Family Residential District is to provide for development of low-density neighborhoods with varying lot width and lot sizes to accommodate natural topography of the site, preserve open space, natural features and provide shared amenities on site with a variety of lot width and sizes that support a greater variety in home design within a single development that is served by municipal sewer and water.

Subd. 2. PERMITTED USES. Within the R-1A District, no building or land shall be used except for one or more of the uses identified below:

- A. Single-family, detached dwellings, occupied by no more than one family as defined in this Title.
- B. Daycare facilities (licensed) serving twelve (12) or fewer persons in a single-family detached dwelling.
- C. Licensed residential facility serving six (6) or fewer persons in a single-family detached dwelling.
- D. Public Parks, trails, playfields, playgrounds, and directly related buildings and structures;
- E. Public infrastructure, such as well houses, lift stations, water towers, booster stations, etc.

Subd. 3. PERMITTED ACCESSORY USES: Uses such as those listed below are customarily incidental and clearly subordinate to the permitted or approved conditional uses and therefore permitted.

- A. Private garages and accessory buildings in conformance with district requirements.
- B. Fences as regulated by this title.
- C. Play and recreational facilities, only accessory to an existing principal permitted use on the same lot and which are operated for the enjoyment and convenience of the residents of the principal use and their occasional guests, except as otherwise permitted.
- D. Private swimming pools and tennis courts
- E. Signs as regulated by this title.
- F. Single satellite earth station antennas one meter (1 m) or less in diameter and single antennas designed to receive direct broadcast services or multichannel, multipoint distribution services one meter (1 m) or less in diameter and antennas designed to receive television broadcast signals, as regulated by this title.
- G. Garage sales are permitted use in all residential districts on a property on which a principal dwelling is located, with the permission of the property owner (when the home is non-owner occupied) and under the following conditions:
 - 1. Goods and equipment displayed shall be only those items owned by and part of normal household effects of the occupants(s) of the premises on which the sale is held. Agriculture products shall not be sold unless raised on site. Continuous sales of agricultural products grown on site, like berries, shall be permitted if there is no related sign, unless otherwise approved as a home occupation.
 - 2. The goods shall not be displayed or sold in the public right-of-way, nor after sundown.
 - 3. No sale shall last more than 3 consecutive days, nor be repeated on the same premises more frequently than two times per year.
 - 4. A maximum of six garage sale signs shall be permitted; each may be no more than two square feet in area. The signs may be posted on premises, other than those of the sale, with the explicit permission of the owner of those premises but may not be posted in a public right-of-way or on a structure on a right-of-way. Signs may be posted only during daylight hours and must be removed at the termination of the sale.
 - 5. Group sales are permitted and neighborhood coordination of garage and yard sales is encouraged. Such group sales shall offer for sale only those items owned by and part of normal household effects of the participating neighbors. And, it shall be unlawful to

participate in more than 4 garage sales in one year.

6. De minimis sales by children of such things as Kool-Aid or lemonade shall not presently be regulated.
7. Food sales intended for immediate consumption, along the route of a special event, for the benefit of a not-for-profit organization, shall be permitted. This does not exempt the property owner from any other regulation relative to permitting the sale of applicable public health regulation.

Subd. 4. **CONDITIONAL USES.** In addition to other uses specifically identified elsewhere in this title, the following are conditional uses in an R-1A district and require a conditional use permit based upon procedures set forth in and regulated by this title. Additionally, besides the specific standards and criteria which may be cited below for respective conditional uses, each request for a conditional use permit shall be evaluated based upon the standards and criteria set forth in this title.

- A. Government buildings and structures; private recreational buildings for the exclusive use of residents and their guests, neighborhood or community centers, and public swimming pools.
- B. Public and parochial schools; provided, no building shall be located within fifty feet (50') of any lot line.
- C. Places of assembly including those related structures located on the same site which are an integral part of the assembly use such as housing for persons related to the assembly function on the same site; provided, no more than ten (10) persons shall reside on the site and no building shall be located within fifty feet (50') of any lot line.
- D. Home occupations requiring a permit.
- E. Service antennas for personal wireless telecommunications, not located on a public structure or existing tower, as regulated by this title.
- F. Townhomes no more than two units

12.10 GENERAL PROVISIONS

Subd. 9. **HOME OCCUPATIONS.** Home occupations are allowed without permit in residential districts if they meet the following conditions and are subject to all restrictions outlined for home occupations granted a conditional use permit:

- A. No employees who are not also residents of the dwelling
- B. No customer traffic at the dwelling in excess of one at any one time and more than 4 in a day.

- C. No external signage
- D. No use of materials, such as toxic or explosive substances that would be a hazard to the neighborhood as determined by the Building Official
- E. No creation of sound audibles at the property line
- F. No creation of foul odors, detectable at the property line

Home Occupations are allowed as a conditional use in residential dwellings subject to the following restrictions.

- A. No more than one (1) person other than members of the family residing on, the premises shall be engaged in such occupation, except that barber shops and beauty parlors shall be limited to a maximum of two (2) chairs.
- B. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than twenty-five (25) percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.
- C. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one sign, not exceeding one (1) square foot in area, non-illuminated, and mounted flat against the wall of the main building.
- D. No home occupation shall be conducted in any accessory building.
- E. No traffic shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood. Vehicular traffic shall not be increased by more than one (1) additional vehicle at a time.
- F. Any need for parking generated by the conduct of such home occupation shall be met off the street and other than in a required front yard.
- G. The home occupation shall not generate hazardous waste unless a plan for off-site disposal of the waste is approved by the City Council.
- H. A home occupation at a dwelling with an on-site sewage treatment system shall only generate normal domestic household waste unless a plan for off-site disposal of the waste is approved by the City Council.
- I. The home occupation shall not be established prior to the member(s) of the family conducting the home occupation taking possession of, and residing in, the dwelling.
- J. The home occupation shall not change the fire rating of the structure.
- K. The receipt, sale or shipment of deliveries shall not be permitted on or from the premises, with the exception of regular U.S. Mail and/or an express shipping service that is characteristic of service to residential neighborhoods.

- L. The home occupation shall not constitute, create, or increase a nuisance to the criteria and standards established in this title.
- M. There shall be no outdoor display or storage of goods, equipment, or materials for the home occupation.
- N. Any type of motor vehicle service and repair is a prohibited home occupation.
- O. Home day cares shall comply with the applicable district use regulations and not the requirements of this subdivision.
- P. Massage businesses and massage therapists requires a Conditional Use Permit in accordance with Ordinance #460.

Site Context:

The approximately 21,000 square foot parcel is located in the R-1A Low Density Residential district on Crescent Avenue. The parcel currently has a 2,180 square foot, single family home with attached two car garage, and an approximate 160 square foot accessory structure. To the north, south, east and west are R-1A residential properties.

Infrastructure Improvements:

N/A

Public Input:

At the writing of this report, the city has not received any comment on this application.

FINDINGS OF FACT FOR CONDITIONAL USE PERMIT

As required by Chapter 12, Zoning Ordinance, the Planning Commission shall advise the council, make recommendations and findings on the effect of the proposed use on the health, safety, morals, and general welfare of occupants of surrounding lands.

The applicant in their CUP application, submitted findings which are attached as Exhibit 1.

CRITERIA FOR GRANTING CONDITIONAL USE PERMITS.

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.

Applicant Response:

Response (Findings): See applicant response: *The addition will not be injurious or prevent any neighboring property owner from enjoyment. No views will be obstructed. The addition will increase neighboring values.*

Staff comment: The proposed conditional use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. The proposed home occupation could potentially diminish or impair property values within the immediate vicinity.

- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

Applicant Response:

Response (Findings): See applicant response: *There is no vacant property surrounding our property.*

Staff comment: The proposed project will not impede any development as the surrounding properties are established developments.

- C. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

Applicant Response:

Response (Findings): See applicant response: *Correct*

Staff comment: The current utilities, access roads, drainage, and facilities are provided for a single-family occupancy, not for the potential home occupancy.

- D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Applicant Response:

Response (Findings): See applicant response: *Correct. We will be adding width to current driveway which already has room for 6 cars.*

Staff comment: The current driveway having the ability to hold six vehicles, is adequate for a single-family occupancy. Adding more parking spaces indicates more traffic and that the use is intended for a home occupation.

- E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring

properties will result. The use is consistent with the purposes of the zoning code and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Applicant Response:

Response (Findings): See applicant response: *Correct*

Staff comment: It is staff's opinion that the use is not consistent with the purposes of the zoning code and purposes of the zoning district.

F. The use is not in conflict with the policies of the City of La Crescent.

Applicant Response:

Response (Findings): See applicant response: *So far as we know.*

Staff comment: The proposed use is in conflict with the City of La Crescent Zoning Ordinance in regards to home occupations.

G. The use will not cause traffic hazards or congestion.

Applicant Response:

Response (Findings): See applicant response: *Correct.*

Staff comment: The proposed use could potentially cause a traffic hazard depending on how many and how often vehicle, are coming and going.

H. Existing uses will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare or general unsightliness.

Applicant Response:

Response (Findings): See applicant response: *There will be no change in noise, glare or general unsightliness. The addition will look like it was part of the original design.*

Staff comment: Existing uses will not be adversely affected.

STAFF FINDINGS AND RECOMMENDATION

City staff has reviewed the communications with the applicant, the submitted application, the applicant's response to the CUP criteria, reviewed the city zoning district regulations for the R1-Low Density Residential Zoning District, and the regulations in regards to home occupations.

Staff has received contradicting information in regards to the purpose of the addition. After review, staff believes that the intended use will be for a home occupation.

Based on staff's determination, the proposed use would not be allowed under the following regulations;

12.10 General Provisions, Subd. 9 Home Occupations

Home Occupations are allowed as a conditional use in residential dwellings subject to the following restrictions.

- B. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than twenty-five (25) percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.

The proposed addition for the home occupation approximately 40% which exceeds the 25% allowable.

- C. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one sign, not exceeding one (1) square foot in area, non-illuminated, and mounted flat against the wall of the main building.

There is a significant change to the outside appearance of the structure.

- J. The home occupation shall not change the fire rating of the structure.

Adding a basketball court/gymnasium would change the occupancy use for that area to an Assembly Occupancy which would require different fire ratings and protection then the Residential Occupancy.

The staff finds that the proposed use does not meet all the CUP criteria in Section 12.06, Subd. 3 of the Zoning Code and recommends denial of the CUP for the aforementioned reasons **(bold)**. The proposed use, as a gym to coach "tenants", is not an allowable conditional use under the Zoning Ordinance. The applicant The Planning Commission may have their own findings, recommend changes, or additional conditions which they feel may be applicable to the proposed project.

RECOMMENDED MOTION FOR CONDITIONAL USE PERMIT

I move that the Planning Commission recommend to the La Crescent City Council the (APPROVAL/DENIAL) case PC-25-04 CUP "Christopherson Gym Addition", a request by Mr. Wayne Christopherson, to approve a Conditional Use Permit to allow the addition to his residential property of 1,420 square feet, for a recreational facility, for the purpose of coaching tenant to develop a workout plan to incorporate into their everyday life on Parcel Number 252165000.

Josh Tarrence

Prepared by Josh Tarrence, Building Inspector/Fire Chief

Attachments:

Exhibit #1 – Conditional Use Permit – Applicant Request

Exhibit #2 – Aerial Map – Parcel Maps

Exhibit #3 – Zoning Map

Exhibit #1 – Conditional Use Permit – Applicant Request

CUP APPLICATION

SUBJECT PROPERTY INFORMATION	
PROJECT NAME: <u>Gym addition</u>	LEGAL DESCRIPTION (Attach) <u>Sect-09 Twp-104 Range-004</u>
PROPERTY ADDRESS: <u>32 Crescent Avenue</u>	ASSESSOR'S PARCEL ID. <u>R25.2165.000</u>
GROSS ACREAGE:	CURRENT ZONING DISTRICT:
PROPERTY OWNER	
NAME: <u>Wayne Christopherson</u>	
MAILING ADDRESS: <u>32 Crescent Ave La Crescent MN 55947</u>	
EMAIL: <u>mtgopher@gmail.com</u>	TELEPHONE: <u>507-429-9326</u>
APPLICANT	
NAME: <u>Montgomery T Christopherson</u>	
MAILING ADDRESS: <u>32 Crescent Avenue LA Crescent MN 55947</u>	
EMAIL: <u>mtgopher@gmail.com</u>	TELEPHONE: <u>507-450-9658</u>
OWNER AUTHORIZATION	
My signature below signifies that:	
I hereby declare that I am the owner, or authorized agent of the owner, of the above-described property and I agree to construct the building or use herein described in accordance with the regulations and ordinances that govern said improvement within the City of La Crescent and that the foregoing information contained on this application is a true and correct statement of my intentions. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a CUP does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I understand that any utility that must be moved as a result of additions or alterations to the property will be at my expense and I will be responsible for the cost of the plan check of this application even though I do not continue the project. I have also read and understand the instructions and information contained in the application materials. - I have read the application form and background information and have provided the required information. - I have reviewed the legal description on my property deed and indicated all recorded easements and deed restrictions on the submitted site plan. <i>(Please provide a description here of the easements and restrictions shown on your property deed.</i> _____ <i>)</i> - I believe the information provided in this application is accurate to the best of my knowledge. - I am aware that City staff and/or Planning Commission members may view my property and proposed construction. <i>(Please note any special instructions regarding access to your property such as dogs, gates, alarms, etc</i> _____ <i>)</i>	

- I understand that if this application is approved, a building permit is required for construction and that no construction may commence prior to issuance of the permit. No changes may be made without City approval, and changes may require a new application.
- I (we) understand that additional data may be requested by the City of La Crescent Planning Commission.

Wayne O. Christopher
Property Owner Signature

9-12-25
Date

Wayne O. Christopher
Applicant Signature

9-12-2025
Date

Wayne O. Christopher
REVIEW TIMEFRAME

ADMINISTRATIVE COMPLETENESS REVIEW: 5 DAYS

REVIEW OF SUBMITTAL: 30 DAYS

CUP SUBMITTAL CHECKLIST

PLEASE RETURN THIS COMPLETED APPLICATION FORM WITH YOUR SUBMITTAL. SUBMITTALS WITHOUT THE INFORMATION BELOW WILL BE CONSIDERED INCOMPLETE AND WILL BE REJECTED. ALL SUBMITTAL MATERIALS MUST BE DELIVERED TO CITY HALL OR SUBMITTED VIA EMAIL IN PDF FORMAT.

PLEASE NOTE: IT IS HIGHLY RECOMMENDED THAT A PRE-APPLICATION MEETING BE HELD PRIOR TO A FORMAL SUBMITTAL.

- ☐ Project Narrative of Proposed Request (See Page 8 for further details)
- ☐ Legal Description
- ☐ Site Plan (showing north arrow and other relevant data)
- ☐ Elevations and Floor Plans (if applicable)
- ☐ Copy of deed establishing ownership
- ☐ Mailing Label Certification
- ☐ Mailing Labels (with Houston/Winona County parcel maps)
- ☐ Application Fees (\$300.00)
- ☐ All requested items have been included

CUP Application Requirements

After you have had a pre-application meeting, please review your project before completing the application to make sure it meets the criteria in the zoning ordinance. Provide complete and accurate information. Plan your project so that it is compatible with the surroundings and does not disrupt the neighborhood with undue noise or traffic. Submitting an application for a CUP demands time, expense and justification. Please consider designing, refining or redesigning the project to meet all zoning standards before submitting an application for a CUP.

A narrative describing the basis for the proposed request must be submitted. In order to provide the staff, Planning Commission, and City Council with sufficient information with which to make a recommendation (staff and Planning Commission make a recommendation) and decision (City Council makes the decision), on whether the request meets the requirements of the zoning code, the CUP narrative should include the following information:

Application Narrative Requirements: Please submit as a separate document.

- Please provide a brief description of the project.
- What is the reason for your request?
- Location/Address/Tax Parcel ID of the property subject to the request
- Legal Description
- Vicinity information
- Current site conditions- A survey or sketch drawn to scale must be attached showing:
 - a. Lot lines and corner pins (If there are any questions as to property lines, a survey may be needed). The city has a metal detector at City Hall for property owners to check out.
 - b. Dimensions of existing buildings and proposed new construction;
 - c. Distances from lot lines to buildings.
 - d. All Easements (Utility and drainage)
 - e. Utility lines entering the property.
 - f. Corner pins must be established and marked by the owner.
 - g. Two copies of construction plans must also be submitted
- Applicant's Evaluation of Criteria and Findings of Fact

Please include a response to each of the following items. Please type or print legibly. If your response does not fit within the available space, please attach additional sheets. If the question does not apply to your situation, respond with "Not Applicable" and include a statement as to why a question is not applicable.

A. Please indicate what steps you have taken to discuss this project with your neighbors prior to submission. *A brief description of the purpose for the addition will be sent via mail. I've spoken in person to the immediate neighbors.*

B. Please indicate what steps you have taken to discuss this project with the city staff prior to submission. *Phone call on 9-15-25 was made*

- C. As part of your application narrative, please review the Criteria for Granting Conditional Use Permits found in Section 12.06 Subd. 3. of the zoning ordinance (below) and provide your Response (Findings) in the space provided or on a separate sheet.

Subd. 3. CRITERIA FOR GRANTING CONDITIONAL USE PERMITS. In granting a conditional use permit, the La Crescent City Council shall consider the advice, recommendations and findings of the Planning Commission and the effect of the proposed use on upon the health, safety, morals and general welfare of occupants of surrounding lands. The City Council may make the following findings where applicable:

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.

Response (Findings): The addition will not be injurious or prevent any neighboring property owner from enjoyment. No views will be obstructed. The addition will increase neighboring property values.

- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

Response (Findings): There is no vacant property surrounding our property

- C. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

Response (Findings): Correct

- D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Response (Findings): Correct. We will be adding width to current driveway which already has room for 6 cars

- E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

The use is consistent with the purposes of the zoning code and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Response (Findings): Correct

F. The use is not in conflict with the policies of the City of La Crescent.

Response (Findings): So far as we know.

G. The use will not cause traffic hazards or congestion.

Response (Findings): Correct.

H. Existing uses will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare or general unsightliness.

Response (Findings): There will be no change in noise, glare or general unsightliness. The addition will look like it was part of the original design.

D. Please review the potential additional conditions below from Section 12.06 Subd. 4. of the zoning ordinance and provide any explanation you deem necessary in your narrative for any of the potential additional conditions.

Subd. 4. ADDITIONAL CONDITIONS. In permitting a new conditional use or the alteration of an existing conditional use, the City Council may impose additional conditions which are considered necessary to protect the best interest of the surrounding area or the community as a whole. Additional conditions may include but are not limited to the following:

- A. Increasing the required lot size of yard dimensions.
- B. Limiting the height, size or location of buildings.
- C. Modifying the building architecture or orientation or requiring berms, screening, landscaping or other facilities to protect adjacent or nearby property.
- D. Controlling the location and number of vehicle access points.

- E. Increasing the street or driveway width to mitigate traffic or safety concerns.
- F. Increasing the number of required off-street parking spaces.
- G. Requiring landscaping, fencing, screening, or other improvements to protect adjacent or nearby property.
- H. Limiting the number, size, location, or lighting of signs.

Note: In addition to any conditions that may be imposed by the City Council, the city has the following standard conditions of approval for all applications.

City Standard Conditions of Approval

- A. Applicant will abide by the representations made by the applicant or their agents made during the permitting process, to the extent those representations were not negated by the Planning Commission or City Council and to the extent they are not inconsistent with spirit or letter explicit conditions of the Conditional Use Permit.
- B. Exterior lighting will comply with the La Crescent Ordinances (dark sky, LED) lighting requirements.
- C. Applicant comply with all federal, state, and local regulations.

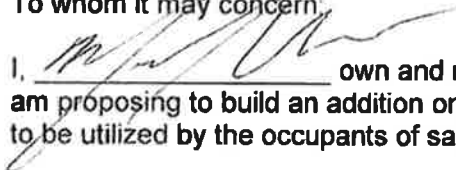
32 Crescent Ave. – LaCrescent, MN 55947

507-458-9658

mtgopher@gmail.com

9/9/25

To whom it may concern:

I,  own and reside at the property located at 32 Crescent Ave. I am proposing to build an addition onto my property for the sole purpose of the addition to be utilized by the occupants of said address.

Sincerely,

Cell: 507-458-9658

Information for Mailing Labels

- Labels should be Avery Address Labels #5160 or comparable, approximately 1" x 2-5/8" each, 30 labels to a sheet.
- Labels shall include all property owners within 350' of the subject property proposed for a CUP:
- Label Sample:

Line 1:	000-00-0000	<i>[Assessor Parcel No.]</i>
Line 2:	John Doe	<i>[Name]</i>
Line 3:	123 Elm St.	<i>[Address/PO Box]</i>
Line 4:	La Crescent, MN 55947	<i>[City/State/Zip]</i>

- Please print or type all information on the labels.

NOTE: Property owner information must be obtained from Beacon (Schneider Corp) for Houston County or Winona County. Mailing labels may be generated through the Beacon website, as well.

Mailing Label Certification

I/We, Janet Christensen + Neil Christensen

hereby certify that this is a complete list of property owners abutting and those property owners that would be abutting except for the existence of a right of way of the property proposed for a variance as obtained from the Houston or Winona County Assessor's Office on: (date obtained) _____.

I/We further certify that this list is not older than thirty (30) days at the time of filing of said application.

PLEASE PRINT

Property Owner Name

Signature

Street Address

City, State, Zip

Telephone

Property Owner Name

Signature

Street Address

City, State, Zip

Telephone

Agent Name

Signature

Street Address

City, State, Zip

Telephone

32 Crescent Ave. – LaCrescent, MN 55947

507-450-9658

mtgopher@gmail.com

9/9/25

To whom it may concern:

I, Wayne Christopherson own and reside at the property located at 32 Crescent Ave. I am proposing to build an addition onto my property for the purpose of having an indoor gym space with multiple work out areas. This is an owner occupied residence where I will have tenants to whom I will be coaching to develop a workout plan to get them motivated to incorporate into their everyday life. Off-street parking will be provided for any and all tenants.

Sincerely,

Wayne Christopherson

Cell: 507-450-9658

252131003
DE GUZMAN, MARIANO T CHERYL J
GILBERT FAMILY TRUST
78 CRESCENT AVE
LA CRESCENT, MN 55947

252147001
David O Thompson
29 Crescent Ave
LA Crescent, MN 55947

252147002
John J Artz &
Ellyn L Sagmeister Artz
51 Crescent Ave
LA Crescent, MN 55947

252131004
David J & Karen L Becker
96 Crescent Ave
LA Crescent, MN 55947

252147003
Terry M Twite
75 Crescent Ave
LA Crescent, MN 55947

252131002
Gregory B & Marna C Wendling
56 Crescent Ave
LA Crescent, MN 55947

252147004
Earl H & Elizabeth M Ostrander
95 Crescent Ave
LA Crescent, MN 55947

252183000
Ryan K Meiners
1529 Claudia Ave
LA Crescent, MN 55947

252164000
Caroline H & Kyle E Jason
116 Meadowlake Dr
Hendersonville, TN 37075

252187000
Bruce & Bonnie Schmitz-Hrabak
1523 Claudia Ave
LA Crescent, MN 55947

252145004
Tammy A & Scott Davison
30 Janell Ave
LA Crescent, MN 55947

252145003
Brandon L & Kylie A Garrison
60 Janell Ave
LA Crescent, MN 55947

080185000
A & K Development LLC
200 Twilite St
LA Crescent, MN 55947

252186000
Timothy & Rebecca Runningen
1543 Claudia Ave
LA Crescent, MN 55947

252199004
Douglas R Nelson Rev Trust &
Cheri L Olson Rev Trust
102 Kinder Rd
LA Crescent, MN 55947

252185000
Linda L Mc Arthur
1539 Claudia Ave
LA Crescent, MN 55947

252184000
Duane M & Amy A Hanson
1533 Claudia Ave
LA Crescent, MN 55947



507-725-5815
www.co.houston.mn.us

7152*30**G50**1.0655**1/4*****AUTO**5-DIGIT 55927
WAYNE CHRISTOPHERSON LLC
32 CRESCENT AVE
LA CRESCENT MN 55947-9775



To pay by credit card or electronic check: Log on to
www.co.houston.mn.us and click on Treasurer's department
or call 877-690-3729 (Use Jurisdiction Code 3306).

Go paperless next year!

Register at eNoticesOnline.com. Authorization Code: HOU-WR4LHD83

Bill: 17170

Property ID#: R25.2165.000

Taxpayer ID#: 19381

Property Address: 32 CRESCENT AVE

Description: Sect-09 Twp-104 Range-004 CRESCENT VALLEY SUB DIVISION
Lot-001 Block-001 B 381 P 782 & DOC #279947 289517; DOC 309436

Tax Detail for Property:

Taxes Payable Year:	2024	2025
1. Use this amount on Form M1PR to see if you are eligible for a homestead credit refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible.		0.00
2. Use these amounts on Form M1PR to see if you are eligible for a special refund	4549.75	
Property Tax and Credits		
3. Property taxes before credits	4549.75	5217.75
4. Credits that reduce your property taxes:		
A. Agricultural market value credit	0.00	0.00
B. Taconite tax relief		
C. Other Credits	0.00	0.00
5. Property taxes after credits	4549.75	5217.75
Property Tax by Jurisdiction		
6. County	1417.84	1700.23
7. City or Township LA CRESCENT CITY	1685.67	2021.12
8. State General Tax	0.00	0.00
9. School District 0300		
A. Voter Approved Levies	839.75	835.85
B. Other Local Levies	606.49	660.55

Please fold on perforation BEFORE tearing

PAYABLE 2025 2nd HALF PAYMENT STUB

TO AVOID PENALTY PAY ON OR BEFORE **OCTOBER 15**

Bill: 17170

Property ID#: R 25.2165.000

Taxpayer: 19381

Escrow ID:

WAYNE CHRISTOPHERSON LLC
32 CRESCENT AVE
LA CRESCENT MN 55947

	Classification	RES HMSTD	RES NON-H
Step 1	Estimated Market Value:	307,300	355,000
	Improvements Excluded:	0	0
	Homestead Exclusion:	9,600	0
	Taxable Market Value:	297,700	355,000
	New Improvements:	0	28,700
	Expired Exclusions:	0	0
Step 2	PROPOSED TAX NOTICE		
	Proposed Tax:	\$5,201.75	
Step 3	PROPERTY TAX STATEMENT		
	First Half Taxes	\$3,272	
	Second Half Taxes	\$3,272	
	Total Taxes Due in 2025:	\$6,544	

\$\$\$
REFUNDS?

You may be eligible for one or even two refunds to reduce your property tax. Read the back of this statement to find out how to apply.

Taxes Payable Year:	2024	2025
10. Special Taxing Districts		
OTHERS	0.00	0.00
	0.00	0.00
	0.00	0.00
TIF	0.00	0.00
11. Non-school voter approved referenda levies	0.00	0.00
12. Total property tax before special assessments	4549.75	5217.75
Special Assessments		
13. Special assessments INT: 388.48 PRINCIPAL: 1326.25		1326.25
PUBLIC IMPR 939.77		1326.25
		0.00
		0.00
		0.00
14. YOUR TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS	5,876.00	6,544.00

PLEASE READ THE BACK OF THIS STATEMENT FOR IMPORTANT INFORMATION.

If your address has changed please check this box and show the change on the back of this stub. ☐

SECOND 1/2 TAX AMOUNT DUE:

\$3,272.00

PENALTY:

TOTAL:

Your cancelled check is your receipt. This Receipt is void if check is not honored.
Call us at 507-725-5815 to setup automatic withdrawal. Initial payment must be arranged 30 days prior to due date.

Make checks payable to:

HOUSTON COUNTY AUDITOR-TREASURER

** Please make sure the return address on the back shows through the envelope window.



Taxes of \$100.00 or less must be paid in full. If you pay your taxes late, you will be charged a penalty. See back for details.

DETACH HERE AND RETURN THIS STUB WITH YOUR SECOND HALF PAYMENT.

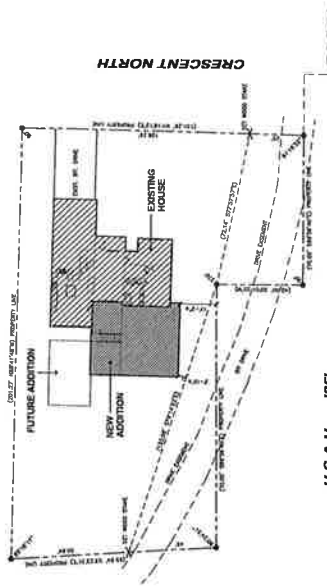
MIDWEST
Design & Development, LLC
15000 GREEN LAKE DR. • CHICAGO, IL 60655
PH: 606.785.2760

OF DRAWINGS

T1	SITE PLAN, INDEX
D1	AS-BUILT/DEMOLITION
A1	PROPOSED LOWER
	SCHEMATIC BUILDING
A2	PROPOSED UPPER
A3	EXTERIOR ELEVATION
	DETAILS

5

11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100										
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MIDWEST
 Design & Development, LLC
 1400 CTH 100, SUITE 100, CHICAGO, IL 60606
 PH: 800.785.4760

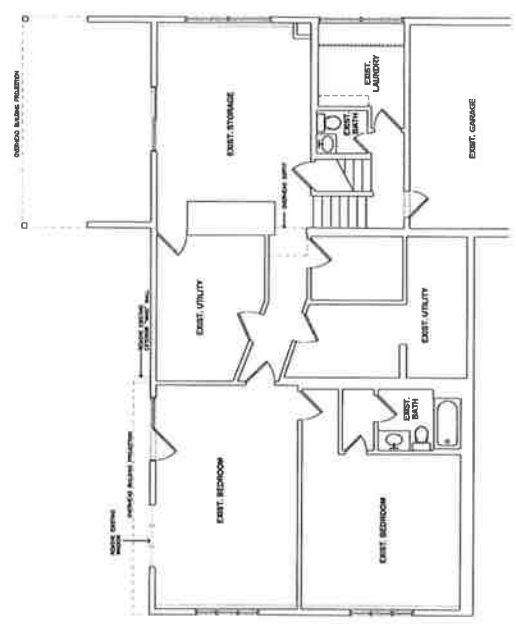
ADDITION FOR
CHRISTOPHERSON RESIDENCE
 32 CRESCENT AVE
 LAORESCENT, WI 55947

No.	Description	Date

Project Number: 20-001-001
 Date: 08/06/23
 Drawn By: TTB
 Checked By: CMC
 Title: **D1**
 Scale:

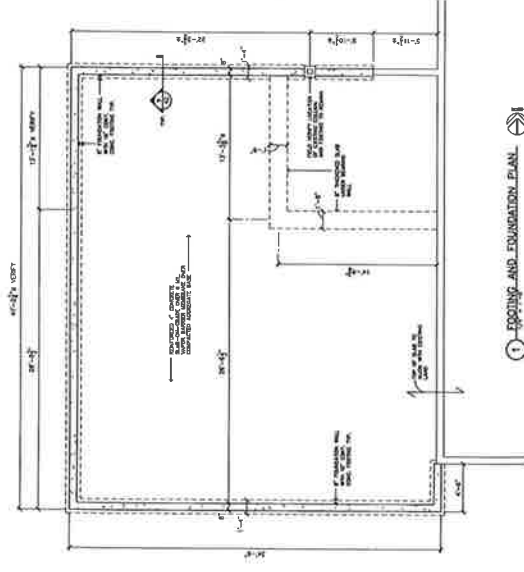


② AS-BUILT/DEMOLITION UPPER LEVEL FLOOR PLAN

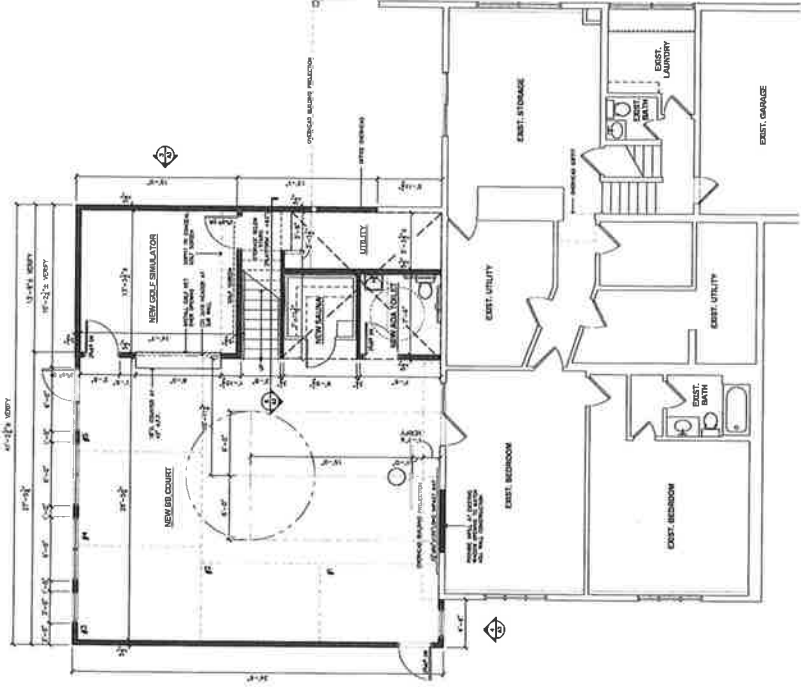


① AS-BUILT/DEMOLITION LOWER LEVEL FLOOR PLAN

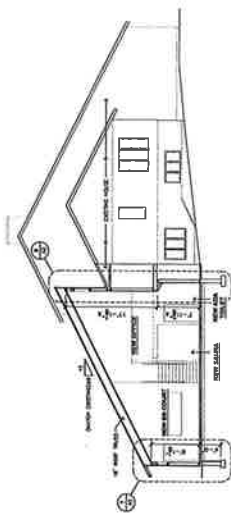
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
 2. ALL DIMENSIONS ARE TO THE CENTER OF THE WALL UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS ARE TO THE EXTERIOR UNLESS OTHERWISE NOTED.



1- FOOTING AND FOUNDATION PLAN



2- PROPOSED LOWER LEVEL FLOOR PLAN



3- SCHEMATIC BUILDING SECTION/ELEVATION

NOTES:
1. ALL ROOMS TO BE FINISHED.
2. ALL WALLS TO BE CONCRETE.
3. ALL FLOORS TO BE CONCRETE.
4. ALL CEILING TO BE DRYWALL.
5. ALL ROOFING TO BE ASPH/FLT.

No.	Description	Date
1	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
2	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
3	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
4	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
5	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
6	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
7	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
8	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
9	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017
10	PROPOSED LOWER LEVEL FLOOR PLAN	10/10/2017

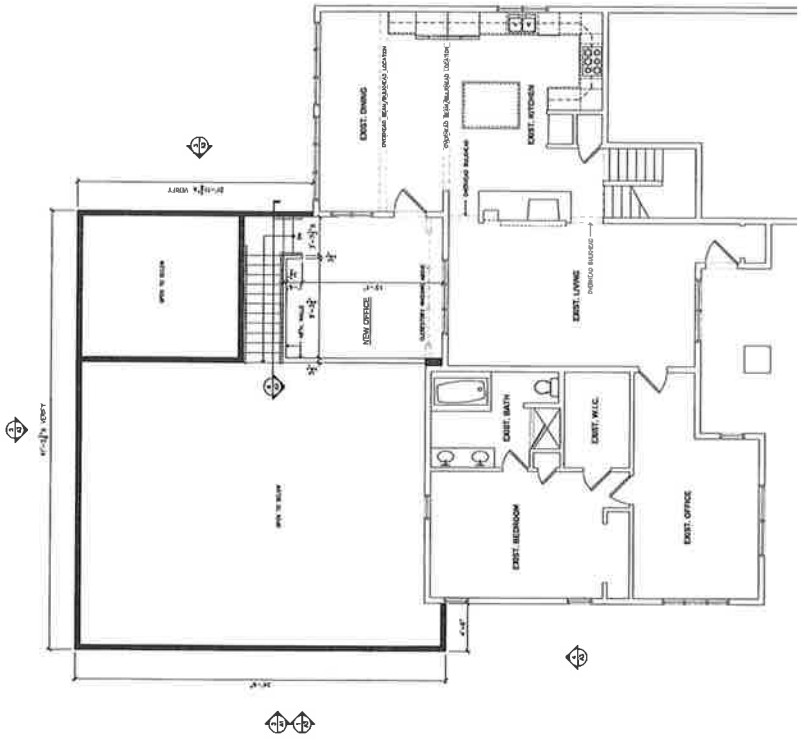
ADDITION FOR
CHRISTOPHERSON RESIDENCE
32 CRESCENT AVE
LACRESSENT, WI 55947

MIDWEST
Design & Development, LLC
15500 10TH AVE, SUITE 200
CHICAGO, IL 60650
PH: 822-282-8288

A1

NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. SEE SCHEDULE FOR MATERIALS AND FINISHES.
4. SEE SCHEDULE FOR EQUIPMENT AND FIXTURES.

1 PROPOSED UPPER LEVEL FLOOR PLAN



PROPOSED UPPER LEVEL FLOOR PLAN

No.	Description	Date
1	PROPOSED UPPER LEVEL FLOOR PLAN	10/10/2020

ADDITION FOR
CHRISTOPHERSON RESIDENCE
32 CRESCENT AVE
LACROSSE, WI 55947

MIDWEST
Design & Development, LLC
14500 CLINTON DRIVE • OMAHA, NE 68148
PH: 402.733.8700

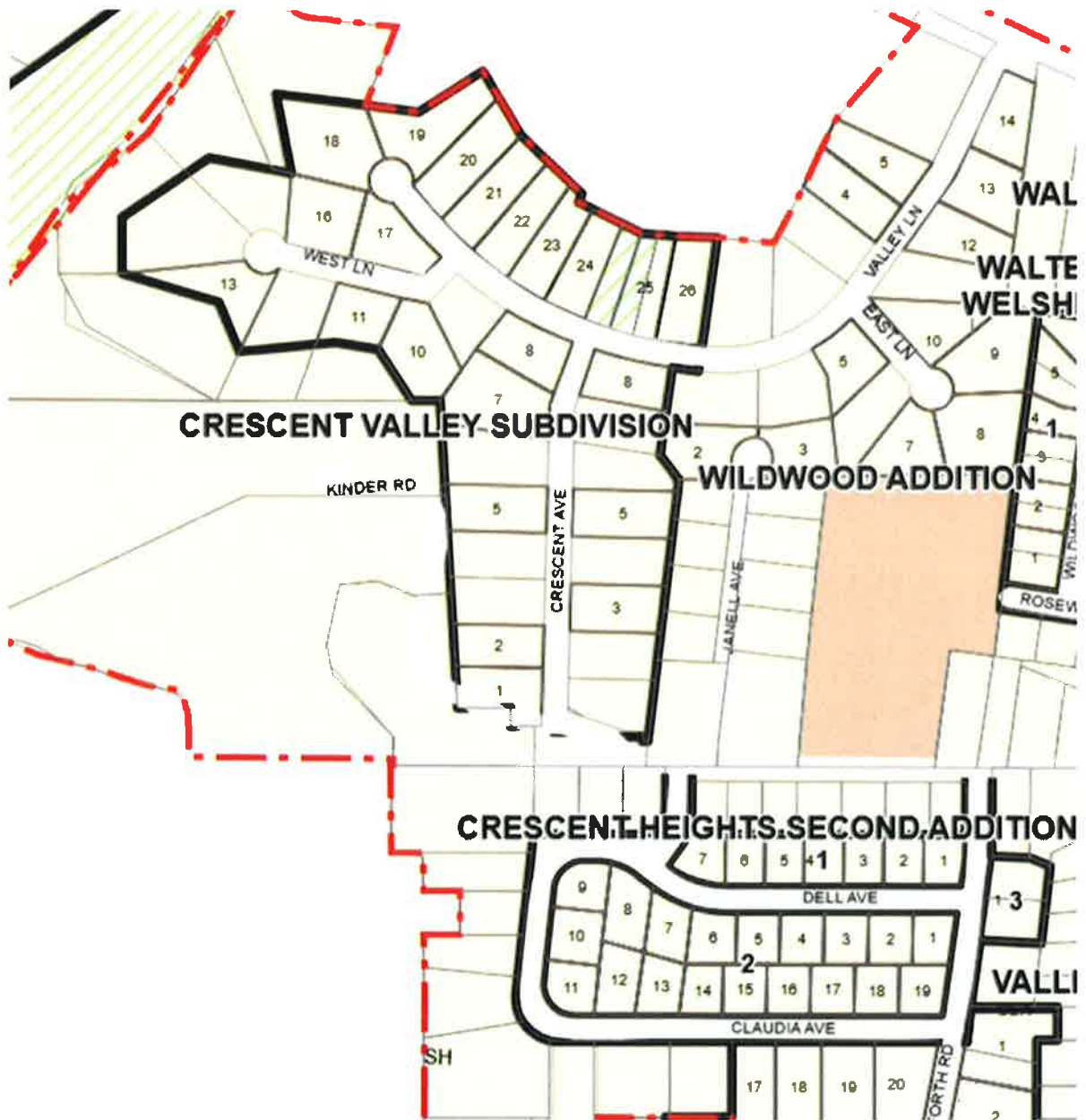
A2

Exhibit #2 – Aerial Map – Parcel Maps

Houston County Beacon Aerial Map – Parcel Map Combined Parcels



Exhibit #3 – Zoning Map



From: Monty Christopherson <mtgopher@gmail.com>
Sent: Wednesday, November 5, 2025 08:32
To: Josh Tarrence <jtarrence@cityoflacrescent-mn.gov>
Subject: Re: November 4th Planning Commission meeting packet

I would like to withdraw my CUP application. Thank you

"Some men see things that are and ask why, I see things that aren't and ask why not." -JFK

On Thu, Oct 30, 2025 at 11:52 AM Josh Tarrence <jtarrence@cityoflacrescent-mn.gov> wrote:

Attached is the packet for the Planning Commission meeting, Tuesday, November 4th, 2025.

Josh Tarrence

Building Inspector/Fire Chief

315 Main Street

La Crescent, MN 55947

Office (507)895-4409

MEMORANDUM

TO: Honorable Mayor and City Council Members

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

DATE: November 20, 2025

RE: Walnut Street Lighting

As part of the Walnut Street Reconstruction, new lighting is planned for the corridor. Attached are options for lighting the corridor. Options include utilizing select poles and fixtures available from Xcel Energy or having a separate City owned system.

Staff have reviewed the options presented and are recommending that the Council select Style E. This will continue the lighting style used on the pedestrian bridge over Highway 14/61. Lower height poles will provide pedestrian level lighting of the corridor with higher fixtures providing illumination for the intersections. Factors considered with lighting decisions include cost to maintain and install fixtures, durability of materials, height of poles to achieve desired illumination along pedestrian paths and at intersections, and consistency in style. This will continue the current structure of City ownership and maintenance of the street lights along the commercial area of Walnut Street.

As we proceed with final design of the project, we will evaluate the cost of the pedestrian level lighting in the northern, residential areas of the project. These areas may be bid as an alternative to the project to provide flexibility within the budget while bidding.

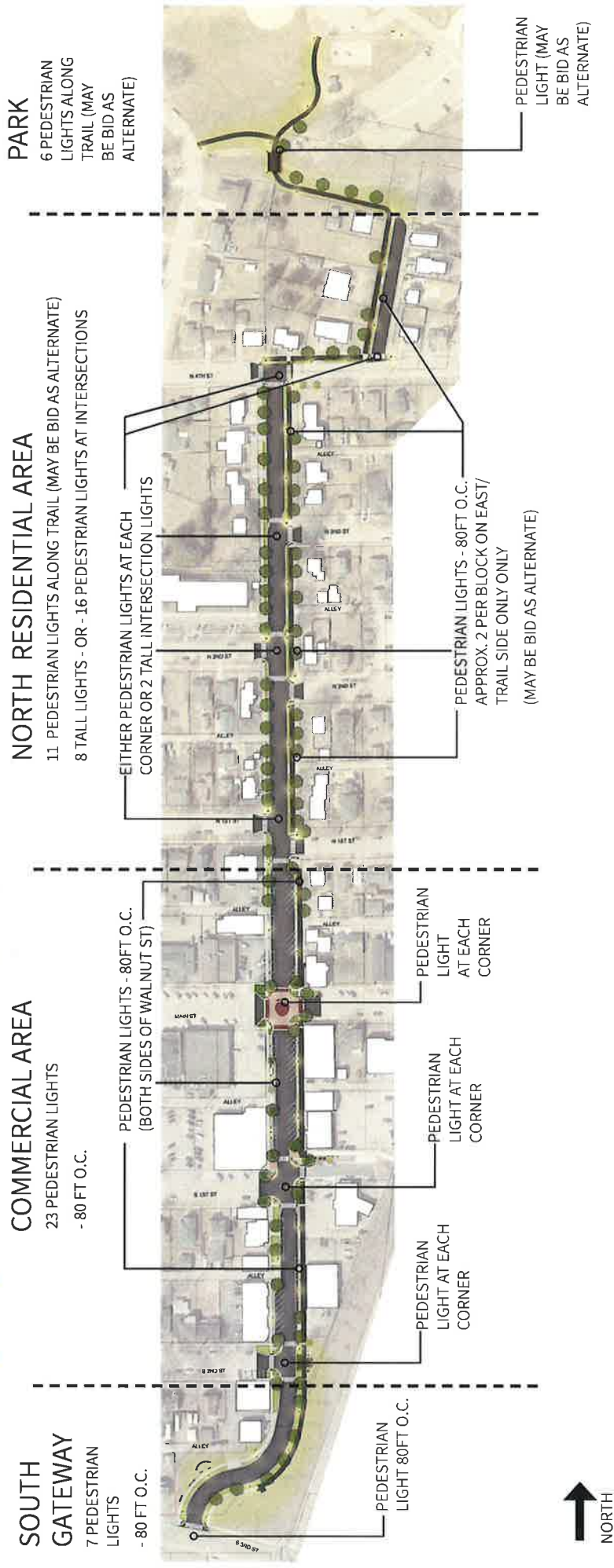
I will be in attendance at the meeting to review and discuss with the Council. Amy Bower, Senior Landscape Architect with HKGi will attend via zoom for the meeting to answer questions related to lighting and streetscape design.

Requested Action

Select lighting style for final design.

WALNUT STREET

PROPOSED LIGHTING CONCEPT - DRAFT / IN-PROGRESS



XCEL LIGHTING OPTIONS

PEDESTRIAN LIGHTS

A



HISTORY
AESTHETIC
DARK SKY
HIGH
QUANTITY
ALUMINUM
BUDGET
\$22K EACH

B



NO
AESTHETIC
DARK SKY
LOW
QUANTITY
FIBERGLASS
POLE
BUDGET
\$13K EACH

C



MODERN
AESTHETIC
DARK SKY
LOW
QUANTITY
FIBERGLASS
POLE
BUDGET
\$13K EACH

XCEL 'LANTERN' WITH
WASHINGTON POLE

XCEL 'TRADITIONAL'
WITH FIBERGLASS POLE

XCEL 'MODERN' WITH
FIBERGLASS POLE

TALLER INTERSECTION LIGHT

D



CHEAPEST
SINGLE POLE
COVERS LARGE
AREA - GOOD
FOR STREET/PED
CROSSING
BUDGET \$5K EACH

XCEL 'COBRA' ON
TALL WOOD POLE

La Crescent Walnut Street Concept Design



CITY-OWNED LIGHTING OPTIONS

PEDESTRIAN LIGHTS



E CITY OWNED "WAGON WHEEL SHEPHERD ARM" ON ALUMINUM POLE

MATCHES EXISTING CITY OWNED PEDESTRIAN LIGHTS

DARK SKY

HIGH QUANTITY ALUMINUM

ACCESSORIES - FLAG, BANNER, GFCI OPTION FOR CITY LOGO

BUDGET \$15K EACH



F

CITY OWNED "POST TOP" ON ALUMINUM POLE

MANY STYLE OPTIONS

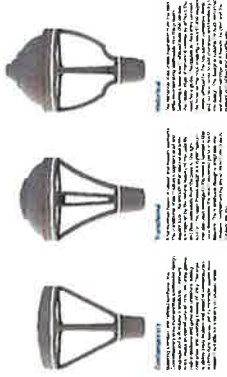
DARK SKY

HIGH QUANTITY ALUMINUM

ACCESSORIES - FLAG, BANNER, GFCI

BUDGET \$15K EACH

Customizing Creative Components



TALLER INTERSECTION LIGHT

G

CITY-OWNED COBRA HEAD

MANY STYLE OPTIONS

DARK SKY

HIGH QUANTITY ALUMINUM

ACCESSORIES - FLAG, BANNER, GFCI

BUDGET \$8K EACH



La Crescent Walnut Street Concept Design



3.3



MEMORANDUM

TO: Honorable Mayor and City Council Members

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

DATE: November 20, 2025

RE: Crescent Hills Sanitary Sewer Feasibility

Per the City Council direction, we have completed the attached feasibility study to extend sanitary sewer service to the Crescent Hills area. The City has been approached by a few property owners about extending sanitary sewer to this neighborhood. Public Works Director Benish and I plan to conduct a public engagement meeting with the neighborhood in January. The attached presentation will be used for this meeting. The City does not have current plans to annex these properties but would require annexation before connection to the system.

I will be in attendance at the meeting to review and discuss with the Council.

Requested Action

Informational purpose only.

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



November 14, 2024

Mr. Bill Waller
City Administrator
City of La Crescent
315 Main Street
La Crescent, MN 55947

RE: La Crescent, MN
Crescent Drive Sanitary Sewer Extension
Feasibility Report

Dear Bill:

The City of La Crescent has requested a preliminary feasibility report for the construction of sanitary sewer service to Crescent Hills Drive, West Point Road and Sandy Circle. There are currently 86 individual properties, with some owners having multiple adjacent properties. Accounting for the multiple properties under single ownership, there are 59 property owners. A mix of developed and undeveloped properties exists. The area is currently served by individual onsite septic systems.

The report will assist in determining the feasibility of serving the area with sanitary sewer. The proposed project location is shown in Figure 1.

The scope of this feasibility report includes a summary of the existing conditions, evaluation of options, estimated costs, and typical construction details.

Existing Conditions

The existing roadway is under the jurisdiction of La Crescent Township. The road is a rural section with bituminous surfacing approximately 24 feet wide. Sidewalks do not exist along the roadway.

There are considerable elevation differences along the road. At the intersection of Crescent Hills Drive and North 4th Street, the elevation is approximately 800. Near the intersection of Sandy Circle, the elevation is 1140, a difference of 340 feet. The roadway leading up to the top of the bluff is at approximately a 12% grade for ½ mile. After cresting the hill, the roadway varies between 1130 and 1170.

The area is not served by public sanitary sewer or watermain.

Division of Costs

There are several ways to divide costs for purposes of connection charges.

Method 1 – Division of Costs based on number of parcels affected by the project. In this case there are 86 different parcels adjoining the proposed project.

Method 2 – Division of Costs based on number of owners. Because many of the parcels are under single ownership, the number of individual owners is 59.

Method 3 – Division of Costs based on front footage of the parcel adjacent to the project.

Because of the curvilinear roadway and the type of project, Method 3 is not a recommended alternative for division of cost. The City will need to determine if division of cost should be based on parcels or combined ownership. Some of the parcels under single ownership can be sold off and developed into another home.

Division based on owners is the recommended alternative and is used in determining cost. In cases where multiple parcels are under single ownership, the owner may decide to market the undeveloped property or keep it for their enjoyment. The final number of parcels connected will determine final costs. For purposes of the feasibility study, 59 parcels are assumed.

Proposed Construction

Option 1 – Gravity Sanitary Sewer

Due to the variability of elevations along the roadway, to serve the area with traditional gravity sewer approximately 3 sanitary sewer lift stations will need to be installed along the top of the ridge. Installation of traditional gravity sewer along the curvilinear roadway will result in a significant number of sanitary sewer manholes.

Many of the homes are walkout basements, likely septic systems and associated waste piping are on the low side of the homes, away from the roadway. Gravity sanitary sewer would have to be very deep to account for the drop off from the road and distance to the connections point on the house. The existing road right of way is 60 feet. Impacts to the roadway for installation of deep sanitary sewer and lift stations will result in full roadway reconstruction.

High level opinions of cost for installation of gravity sanitary sewer and lift station exceed \$3,650,000 or \$61,000 per parcel without accounting for rock excavation. Additional costs will be necessary to connect from the right-of-way to the homes plumbing. Due to the high preliminary costs, further investigation wasn't pursued.

Option 2 – Small diameter pressure sewer

Small diameter pressure sewer systems use a network of polyethylene pipes ranging in diameter from 1-1/4 inch to 3 inches. The collection system relies on a low flow high pressure grinder pump located at every home.

The pumps come in a prepackaged unit that includes a sewage basin and pump assembly. The design of the pumps allows for relatively easy replacement of existing septic tanks and minimal disturbance to the yard and landscaping. It also helps with the challenge of homes discharging sewage to the rear of the home, where traditional gravity sewer is problematic to access due to

elevations lower than the roadway. The installation leaves an access hatch approximately 24" in diameter and associated electrical connection visible on the surface.

The pumps discharge into the common sewer main typically through a 1-1/4-inch diameter pressure sewer service. Depending on location of the homes discharge, the sewer service can be installed with directional drilling techniques resulting in less disturbance to the yard.

Soil borings were completed to determine the depth of bedrock in the project area. Various formations of bedrock were found to exist between 1 and 6.5 feet deep, with most of the area at less than 5 feet. The installation of the sewer lines will occur within rock to provide proper winter protection. Due to existing utilities, installation of the sewer main is recommended by directional drilling. Costs for rock drilling are considerably higher than non-rock areas.

The cost for the system is separated into two parts. The first part is for the portion of forcemain necessary to get from the intersection of Crescent Hills and N. 4th Street to the top of the hill. This section of forcemain isn't adjacent to the properties being served and the cost should be divided evenly across all lots served. The preliminary opinion of costs for the portion running up the hill is collection system is \$376,000 or about \$6,400 per parcel based on 59 parcels.

The common collection system along the top of the hill is preliminarily estimated to cost \$1,130,000 or about \$19,200 per owner. The cost is divided out separately because it is anticipated the section along the top will be completed in phases. The cost per parcel includes the small diameter (1-1/4") service line to the right of way.

The installation of the pump along with allowances for electrical hookup, small diameter service line, existing tank abandonment and restoration will vary depending on the unique circumstances at each home. Both the service line and pump basin are planned to be installed within bedrock. A preliminary opinion of cost for is \$36,000 per home.

Total cost per parcel is \$61,600 when adding the collection system cost and individual home. A requirement for all homes to use the same pump system manufacture is recommended.

Phasing of the project is recommended. Phase 1 will construct the forcemain from the bottom of the hill to Sandy Circle and those costs will be shared between all the homes. 3" collection line will be installed from Sandy Circle to 1388 Crescent Hills Drive. Phase 1 costs are estimated to be approximately \$61,600 per home when including the forcemain up the hill, Phase 1 collection system costs and cost for the individual home.

Ownership of the grinder pump system is recommended to be private with the City owning the forcemain within the public right-of-way.

Location of private wells based on Minnesota Department of Health well records are shown in Figure 1. Additional wells that are not included in MDH records are likely present. Minnesota Pollution Control Agency (MPCA) rules require all wells be at least 50 feet from buried sewers, lift stations and grinder stations.

The property owners will be responsible for initial installation of the pump baskets, service line, electrical and connection to the existing system.

Street Right-of-way, Easements and Permits

The platted street right-of-way for the project streets is 60 feet, which is adequate to construct the proposed improvements.

Required permits for the construction of the proposed improvements are as follows:

- NPDES construction stormwater permit for the construction of the proposed improvements from the Minnesota Pollution Control Agency (MPCA).
- Sanitary sewer extension permit from MPCA

Annexation

Currently 6 of the parcels are within the City of La Crescent, with 2 of the 6 parcels owned by the City. The remaining parcels are located within La Crescent Township. The City of La Crescent will need to determine if the City will extend sanitary sewer services outside of City Limits for the affected homes. Normal practice is for the City to annex the properties when services are extended.

At time of connection to the City's system, annexation is recommended.

Some homes may have recently installed a septic system. For those homes with compliant systems installed within the last 10 years, the City may delay the connection requirement. The City can require those properties with sewer available complete an annual inspection to verify the system remains in compliance.

Recommendations and Schedule

Due to the impact of traditional open cut gravity sanitary sewer installation and overall cost, Option 2, Small Diameter Pressure Sewer is the recommended alternative. Installation of the individual pumps can be completed as necessary.

This project is feasible from an engineering standpoint. It is recommended that the City conduct a legal and fiscal review of the proposed project.

It is recommended that the City recover all of the costs associated with the construction through connection charges.

The preliminary construction cost for the collection system is \$1,510,000, excluding the installation of the pump system on private property. The connection charge is approximately \$25,600 per parcel if the entire project is completed as one. Phasing of the project may result in slightly higher costs. Costs for the installation of the service line, pump, and associated work will be paid by each property owner individually. If a financial hardship exists, the City may allow petitions for assessment of the pumping system to the affected property owner at an additional cost of \$36,000 per connection.

The City Council should review this report and provide directions on the project schedule. The following are tasks to be completed:

- | | |
|--|-----|
| • Neighborhood Meeting | TBD |
| • Receive Engineer's Feasibility Report. | TBD |
| • Order the Improvement. | TBD |
| • Authorize Preparation of Plans and Specifications. | TBD |
| • Present Plans and Specifications and Authorize Advertisement for Bids. | TBD |
| • Receive Bids. | TBD |
| • Award Contract. | TBD |
| • Begin Construction. | TBD |
| • Complete Construction. | TBD |

Please contact us with any questions.

Sincerely,

WHKS & co.

The proposed improvement is necessary, cost-effective, and feasible and should be made as proposed.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

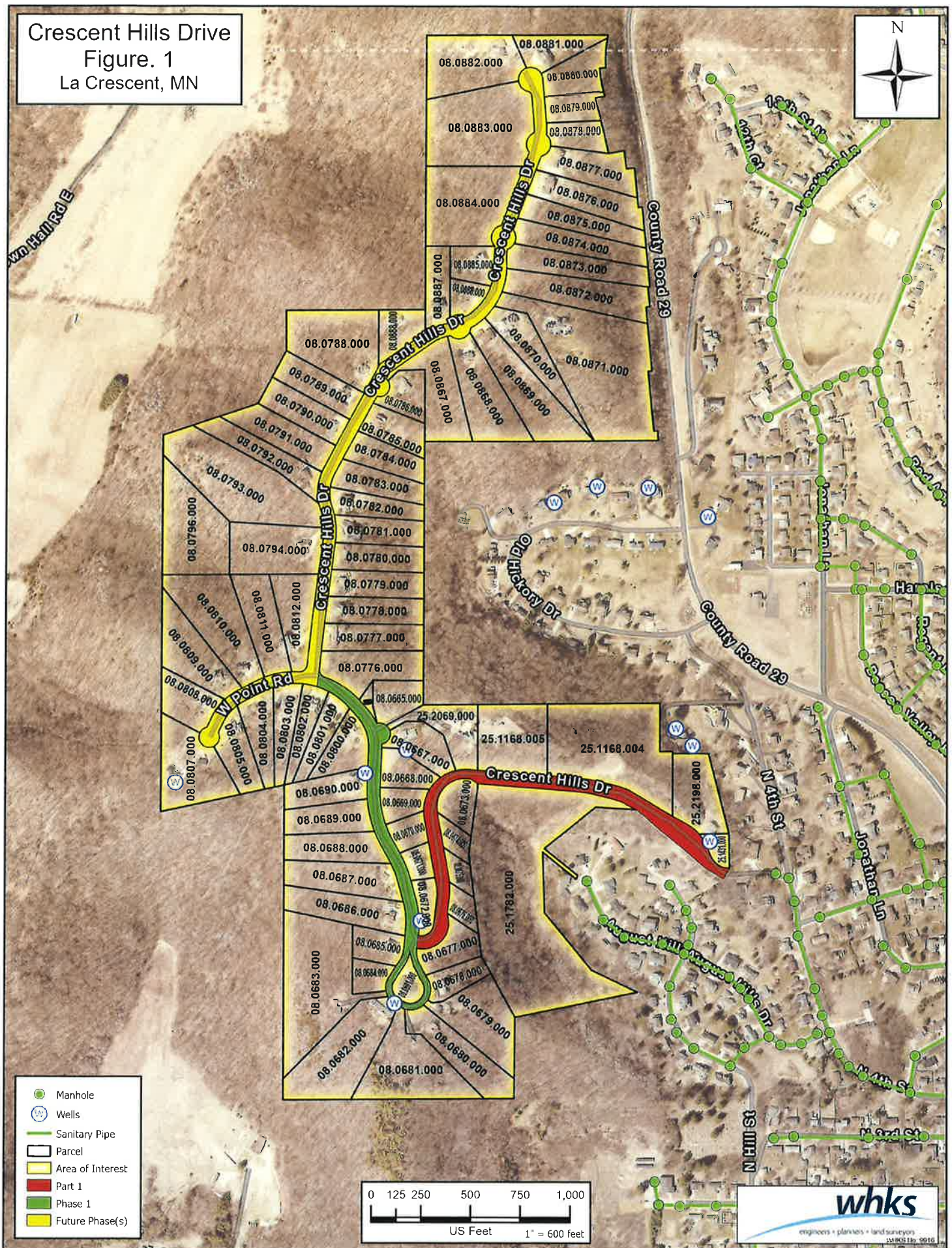
Timothy A. Hruska
License No. 44930

TH/ks

Cc: Tyler Benish, Public Works Director

APPENDIX

Crescent Hills Drive
Figure. 1
La Crescent, MN



WHKS & Co.

Crescent Hills Sanitary Sewer Extension

La Crescent, MN

LETTING DATE:

ITEM	QUANTITY	UNIT	TOTAL
MOBILIZATION	0.5	LS	\$25,000.00
CLEARING & GRUBBING	0.25	ACRE	\$6,250.00
F & I GEOTEXTILE FABRIC, TYPE V-WOVEN (P)	250	SY	\$3.00
TYPE SP 12.5 WEARING COURSE MIX SPWEB240B	58	TON	\$150.00
Aggregate base Cl. 5	83	C.Y.	\$35.00
F&I 2" HDPE PRESSURE SEWER	4,000	LF	\$80.00
F&I 3" HDPE PRESSURE SEWER	1,675	LF	\$85.00
F&I 1-1/4" CURB STOP INTEGRAL CHECK VALVE, BOX, CORP AND 2" SADDLE	30	EACH	\$1,500.00
F&I 1-1/4" CURB STOP INTEGRAL CHECK VALVE, BOX, CORP AND 3" SADDLE	29	EACH	\$1,500.00
F&I 1-1/4" HDPE PRESSURE SEWER SERVICE LINE	2,625	LF	\$100.00
F&I 2" SANITARY FLUSHING STATION	1	EACH	\$1,400.00
F&I SANITARY STRUCTURE AIR RELEASE MANHOLE	2	EACH	\$8,500.00
F&I 4" POLYSTYRENE INSULATION	50	SF	\$3.00
TRAFFIC CONTROL	0.5	LS	\$5,000.00
SILT FENCE; TYPE MS	500	LF	\$2.50
DITCH CHECK BIOROLL	500	LF	\$3.50
TURF ESTABLISHMENT (DISTURBED AREAS)	0.50	ACRE	\$3,000.00
ROLLED EROSION PREVENTION CATEGORY 25	2,420	SY	\$2.50
		Sub Total	\$871,000.00

Contingency \$87,100.00
 Total Construction \$958,100.00
 Engineering 18% \$172,000.00
 Total \$1,130,000.00
 Number of parcels 59
 Cost per parcel \$19,200.00

Forcemain from bottom of hill to top			
ITEM	QUANTITY	UNIT	TOTAL
MOBILIZATION	0.5	LS	\$25,000.00
CLEARING & GRUBBING	0.25	ACRE	\$6,250.00
F & I GEOTEXTILE FABRIC, TYPE V-WOVEN (P)	250	SY	\$3.00
TYPE SP 12.5 WEARING COURSE MIX SPWEB240B	58	TON	\$150.00
Aggregate base Cl. 5	83	C.Y.	\$35.00
CONNECT TO EXISTING SANITARY SEWER	1	EACH	\$1,500.00
F&I 3" HDPE PRESSURE SEWER	2,700	LF	\$85.00
F&I 2" SANITARY FLUSHING STATION	1	EACH	\$1,400.00
F&I SANITARY STRUCTURE AIR RELEASE MANHOLE	2	EACH	\$8,500.00
TRAFFIC CONTROL	0.5	LS	\$5,000.00
SILT FENCE; TYPE MS	500	LF	\$2.50
STABILIZED CONSTRUCTION EXIT	1	EACH	\$1,000.00
DITCH CHECK BIOROLL	500	LF	\$3.50
TURF ESTABLISHMENT (DISTURBED AREAS)	0.50	ACRE	\$3,000.00
ROLLED EROSION PREVENTION CATEGORY 25	2,420	SY	\$2.50
		Subtotal	\$290,000.00

Contingency \$29,000.00
 Total Construction \$319,000.00
 Engineering 18% \$57,420.00
 Total \$376,420.00
 Cost per parcel \$6,400.00

Property Owner Cost			
F&I 1-1/4" HDPE PRESSURE SEWER SERVICE LINE	125	LF	\$100.00
Sanitary sewer pump and basket, electrical connection	1	EA	\$21,000.00
abandon existing septic system	1	LS	\$1,000.00
		Subtotal	\$34,500.00

Engineering \$1,500.00
 Total \$36,000.00

Total cost per parcel \$61,600.00



Crescent Hills Sanitary Sewer Extension

La Crescent, Minnesota

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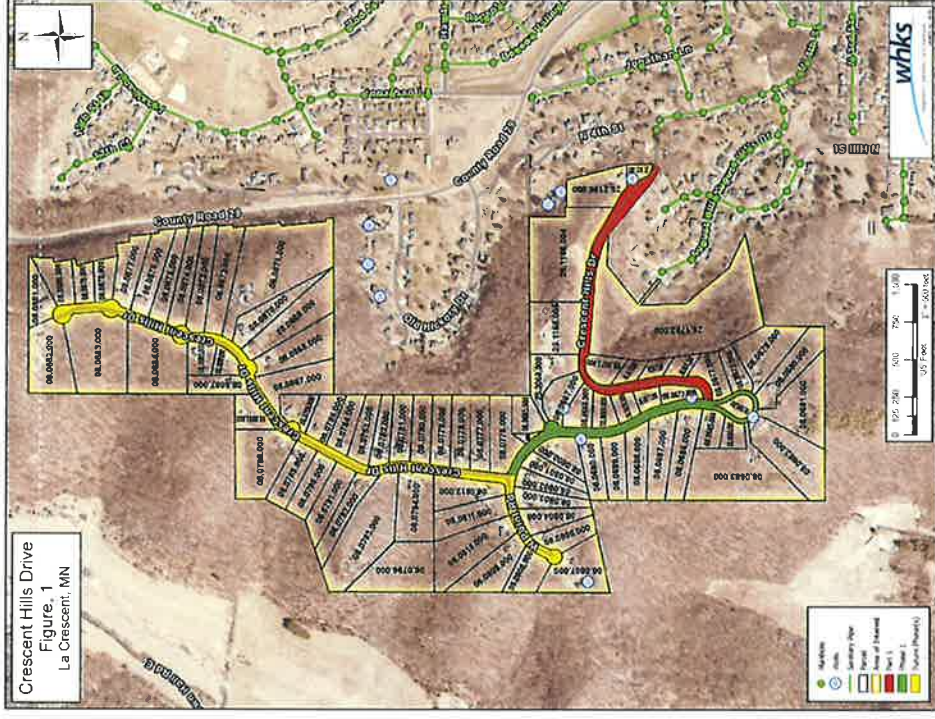
engineers + planners + land surveyors

Background

- ▶ Crescent Hills is currently served by individual septic systems and shared community wells
- ▶ Currently, there are 89 individual properties with 59 owners, some with multiple lots
- ▶ Lot size and bedrock limits replacement of individual septic systems
- ▶ Currently located in La Crescent Township

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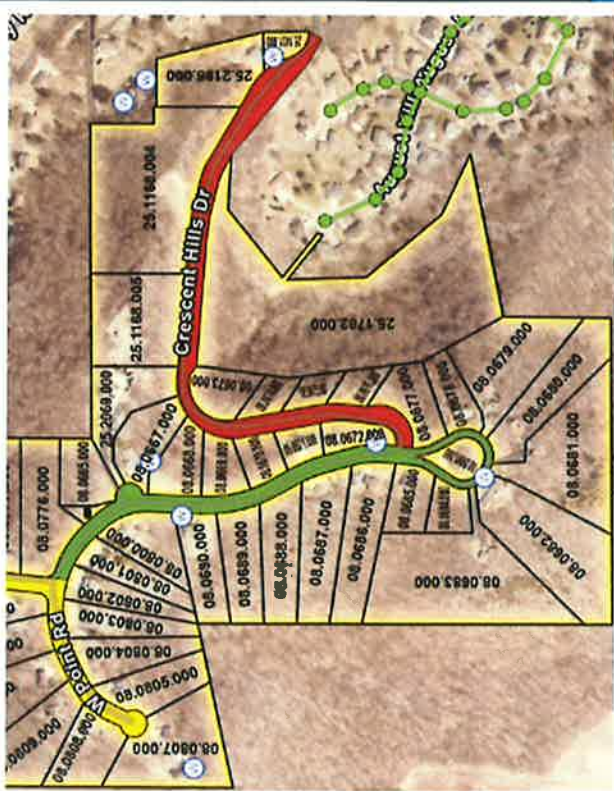




Proposed Improvement

- ▶ Two options evaluated:
 - ▶ Gravity sanitary sewer
 - ▶ Small diameter
- ▶ Small diameter forcemain recommended for cost and constructability
- ▶ Extension costs from existing sewer to top of hill to be spread over all 59 properties (Part 1)

Crescent Hills Sewer



PROJECT AREA	PER PARCEL	TOTAL
Part 1, all properties	\$6,400	\$380,000
59 properties	\$19,200	\$1,130,000
*Private property cost	\$36,000	
TOTAL	\$61,600	\$1,510,000

*City may provide assessments for private property costs with owner petition.

- Anticipated Costs
- Sewer Service Line \$12,500
 - Sewer Pump, basket and electrical \$21,000
 - Abandon Existing Septic Tank \$1,000
 - Total \$36,000



Grinder Pump system

Individual pump located at each property

- Homeowner responsible for maintenance of pump.

- Need to be mindful of what is flushed as some items can clog pump, like septic system best practices.
- Replaces septic tank.

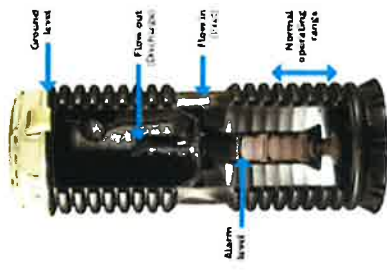
Combined collection system

whks

About the System

A **pressure sewer system** consists of a pumping appliance installed on your property which is connected to a network of pipes from other pumping units in your area. These pipes transfer wastewater to the municipal sewer system or treatment plant that processes the wastewater. The systems installed are driven by the highly-reliable and robust E/One grinder pump. The diagram to the right details the grinder pump, and below is an example of a pressure sewer network across flat, wet, rocky or hilly terrain.

* Your grinder pump station may be different than model shown.

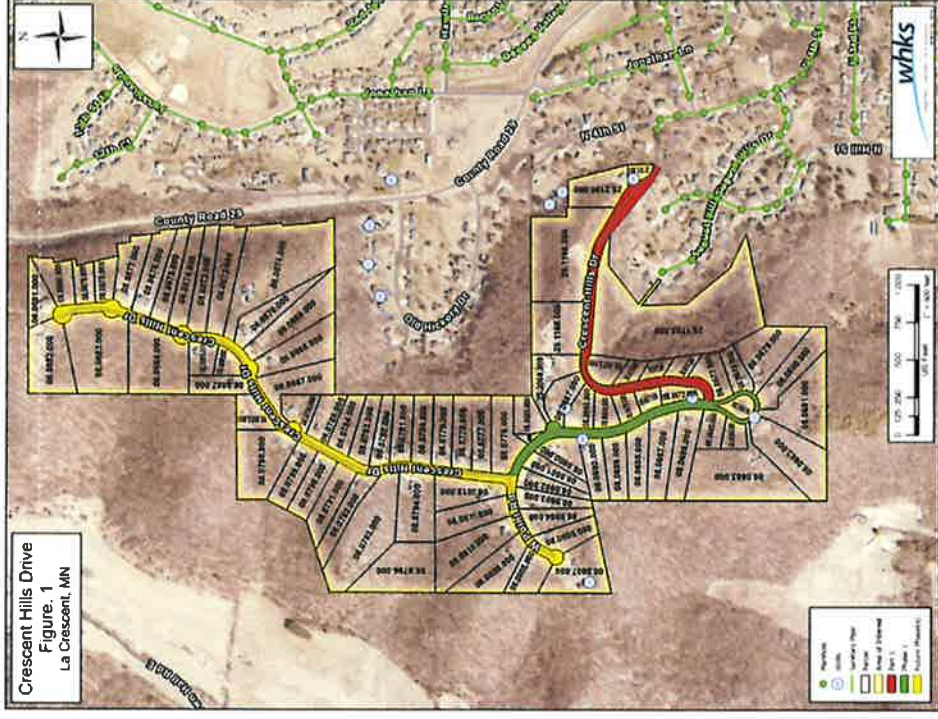


E/One Grinder Pump Station *



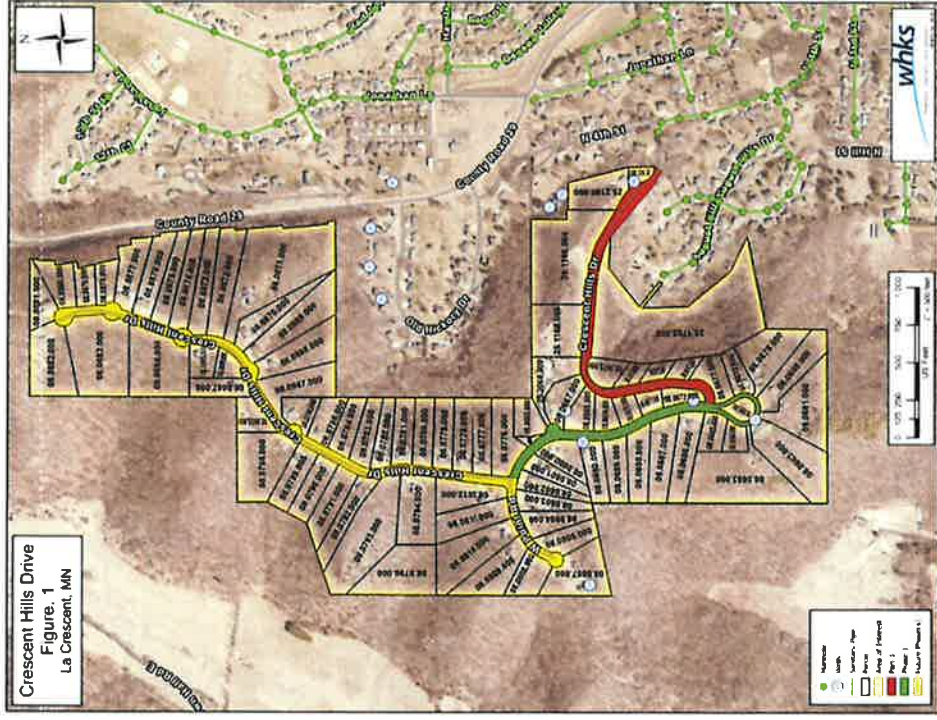
E/One Pressure Sewer System Network
To learn more about how this system works, scan this QR code to watch our video series below.





Recommendations

- ▲ Properties to remain on private wells
- ▲ Connection by petition of property owner
- ▲ Owners of multiple parcels may decide to sell undeveloped parcels
- ▲ Annexation at time of connection to public sanitary sewer system



whks

Connection Fee

- ▲ Total Cost Part 1, running up the hill, \$376,000. \$6,400 per parcel based on 59 parcels
- ▲ Phase 1 Cost of \$19,200 per parcel
- ▲ Total Connection fee = \$25,600 per parcel
- ▲ Fee can be paid in full or assessed at rate and duration as determined by council
- ▲ Private property estimated construction cost \$36,000
- ▲ Total per property cost \$61,600

Next Steps

- ▶ Council authorization to proceed and begin connection fee process
- ▶ Preparation of plans and specifications for Phase 1



3.4



MEMORANDUM

TO: Honorable Mayor and City Council Members

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

DATE: November 20, 2025

RE: Main Street Feasibility

Per the City Council direction, we have completed the attached feasibility study of Main Street. The purpose of this study is to review options for the future configuration of Main Street. I will be in attendance on Monday's meeting to review options with the Council.

Requested Action

Provide feedback on alternative layouts for incorporation into Walnut Street intersection.

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Email: rochester@whks.com
Website: www.whks.com



November 20, 2025

Mr. Bill Waller
City Administrator
City of La Crescent
315 Main Street
La Crescent, MN 55947

RE: La Crescent, MN
Main Street – Oak Street to Walnut Street
Feasibility Report

Dear Bill:

The City of La Crescent requested a feasibility report for the future reconstruction of Main Street from Oak Street to Walnut Street. The purpose of this report is to evaluate alternate roadway layouts. The intersections of Oak Street and Walnut Street are planned for reconstruction within the next few years, and the City wants to verify that these projects will be consistent with the vision for Main Street.

The report provides alternative layouts for Main Street to help determine the desired amenities and identify appropriate intersection designs to accommodate them in the future.

The scope of this feasibility report includes a summary of the existing conditions, evaluation of options, and typical construction details.

Existing Conditions

The existing roadway is approximately 72 feet wide and allows for one travel lane in each direction and diagonal parking on both sides. Due to the width, users are comfortable traveling near the posted speed limit of 30 mph. However, due to the congestion in the area, these speeds may seem excessive to observers.

Evaluation of Alternatives

Five alternatives were evaluated for possible street layout. Alternatives 3 and 4 are discussed together due to their similarity. Traffic volumes for the roadway were 1,232 ADT in 2021. Based on a 1% growth rate, a reasonable projected volume for 2045 is 1,560 ADT.

The platted street right-of-way for the project area is 100 feet, which is adequate for the proposed improvements.

For all alternatives, the proximity of driveways at the east end of Main Street near Walnut Street presents a challenge. Closing the driveways is likely not feasible due to the configuration of parking lots that utilize them for ingress and egress. The final design will be mindful of keeping these driveways open while minimizing pedestrian and vehicular conflicts.

Streetscaping Improvements

Streetscape improvements are proposed to align with the *Walnut Street Corridor Plan* adopted by City Council in December 2023. Key features of the Plan that will be incorporated into the Main Street project in varying degrees depending on the selected street alternative include:

- Wider sidewalks downtown for improved pedestrian space along Main Street, allowing for more seating, furniture, and other streetscape amenities.
- Narrower 11-foot travel lanes to reduce traffic speeds and increase awareness of potential pedestrian, bicycle, and automobile conflicts.
- Curb extensions at most intersections and prominent crossings to decrease lane width and discourage faster cut-through traffic.
- Expanded sidewalk terrace areas for use by local businesses for outdoor seating, landscape features, or bike parking.
- Crosswalk materials and markings with bolder contrast to better delineate the crossing area.

Alternative 1 – Diagonal Parking Both Sides

Alternative 1, shown in Figure 1, proposes diagonal parking on both sides of the roadway in a configuration like the existing layout. Diagonal parking will be extended along the south side to Oak Street, replacing the existing parallel parking.

For diagonal parking, the minimum stall depth is 20 feet at a 45-degree angle, with a 2-foot distance between the traffic lane and the parking stall. The proposed lane width is 11 feet, resulting in a total roadway width of 66 feet.

The proposed layout will narrow the roadway by approximately 6 feet due to narrower driving lanes. The additional space will be added to the south side boulevard, providing room to meet Americans with Disabilities Act (ADA) requirements and allow for beautification along the roadway. Bump outs will be included for ADA compliance and narrow the pedestrian crossing distances.

Currently, the project area provides approximately 55 parking spaces. With the additional diagonal parking, there will be a gain of approximately 5 stalls, for a total of 60.

Narrower roads have proven to calm traffic, and actual speeds are expected to be slightly lower.

Alternative 2 – Parallel Parking Both Sides

Alternative 2, shown in Figure 2, evaluates parallel parking on both sides of the roadway. The anticipated lane width of 11 feet and parking lane width of 8 feet results in a total roadway width of 38 feet..

This alternative will provide an additional 24 feet of boulevard space compared to the current configuration. The additional space could provide for ADA compliance and space for corridor beautification. Parallel parking will provide approximately 39 parking spaces, a reduction of 16 from the current configuration.

Alternatives 3 and 4 – Hybrid of Diagonal and Parallel Parking

Alternatives 3 and 4, shown in Figures 3 and 4, are a hybrid of diagonal parking on one side of the roadway with parallel parking on the other. Alternative 3 has diagonal parking on the north side, with Alternative 4 has it on the south side.

Mr. Bill Waller
November 20, 2025
Page 3 of 3

The street width would be 52 feet, resulting in an additional 20 feet of boulevard space for ADA compliance and streetscaping. The total number of parking spaces is approximately 45, which is 10 fewer than the current layout.

Alternative 5 – Center Median with Parallel Parking

Alternative 5, shown in Figure 5, the proposed roadway configuration integrates a center median with parallel parking on both sides, aiming to enhance traffic safety and urban aesthetics.

The center median serves as a physical and visual separator between opposing traffic flows, reducing collision risks and offering opportunities for landscaping or pedestrian refuge. Parallel parking lanes are positioned parallel to the travel lanes, providing convenient access to adjacent businesses while maintaining a compact footprint.

The proposed parking width is 8 feet with 11 foot travel lanes. While the total number of parking spaces increases, the boulevard space is reduced.

Recommendations and Schedule

For a downtown street, achieving the balance among roadway users, parking, pedestrians, and streetscape improvements is unique to each community. We recommend conducting a listening session, similar to the process used for Walnut Street, to determine what the adjacent property owners and community want for parking and amenity options.

Based on the preliminary layouts, we believe Alternatives 3 or 4 provide a balance between meeting the downtown parking needs and providing for additional space for ADA compliance and streetscaping improvements. Additional off-street parking spaces are anticipated with future redevelopment of the block.

Please contact us with any questions.

Sincerely,

WHKS & co.

The proposed improvement is necessary, cost-effective, and feasible and should be made as proposed.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Timothy A. Hruska, P.E.
License No. 44930

TH/ks
Attachments

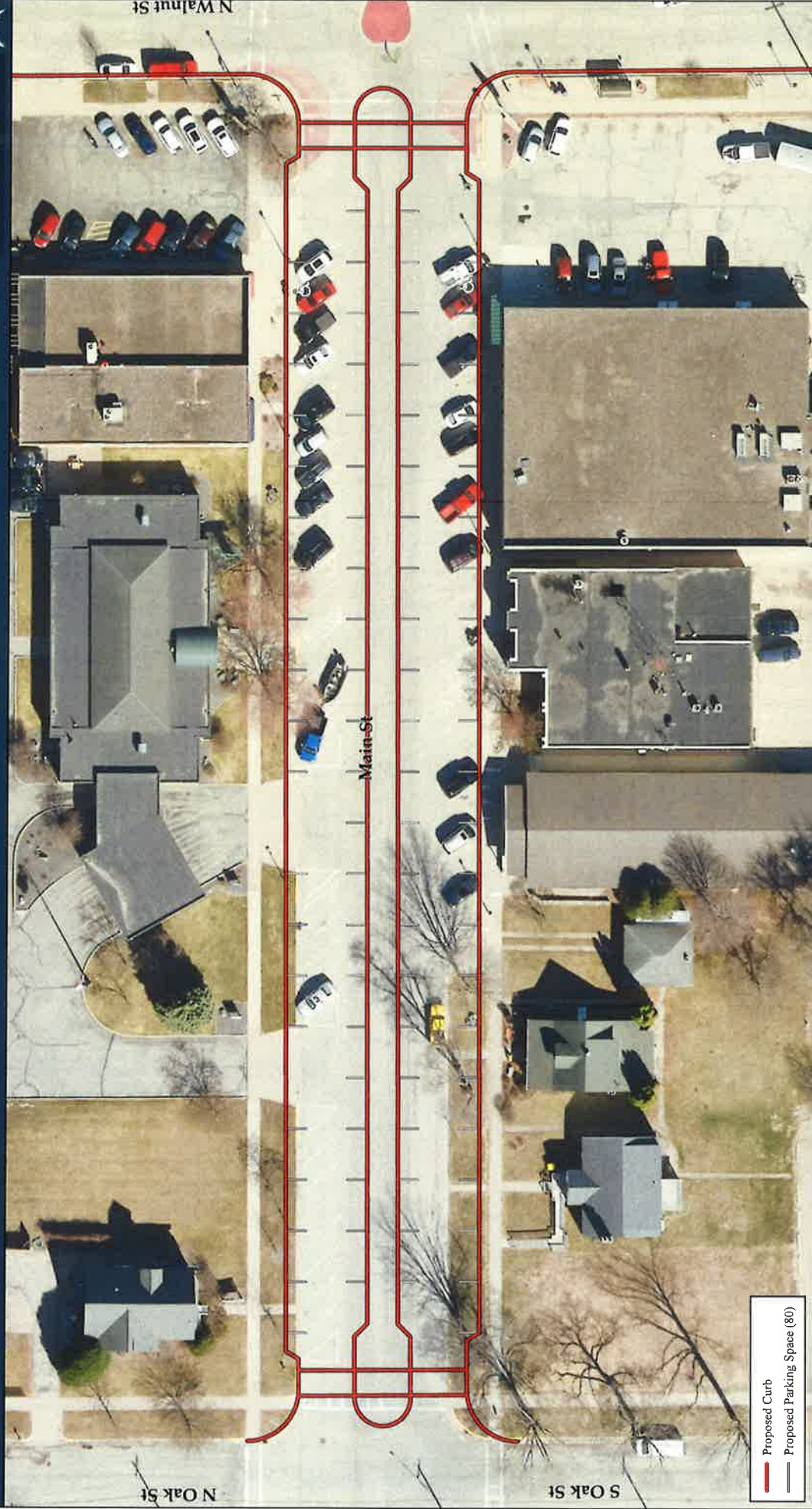
Cc: Tyler Benish, Public Works Director











3.5

MEMORANDUM

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: November 6th, 2025

SUBJECT: Annual MS4 Stormwater Meeting 2025

The City of La Crescent is required to hold an annual meeting to review the cities Storm Water Pollution Prevention Program (SWPP). Tim Hruksa and Jason Ludwigson will be in attendance to review the NPDES permit requirements and the Public Education, Outreach, and Public Involvement Program Implementation Plan. A copy of the Public Education, Outreach, and Public Involvement Program Implementation Plan is included for your review.



Stormwater Public Education, Outreach and Public Involvement Program Implementation Plan

TABLE OF CONTENTS

Section 1: Introduction

Section 2: Partnerships

Section 3: Implementation Plan—Target Audiences

General Public

Students

Contractors

Developers & Private BMP Owners

Design Engineers

Local Businesses

Section 4: Annual Evaluation and Documentation

Section 1: Introduction

The City of La Crescent (City) is expanding stormwater-specific education, outreach and public involvement. The MS4 permit requires the distribution of educational materials or equivalent outreach focused on at least two specific stormwater-related issues of high priority.

This plan outlines the City's stormwater related public education, outreach and public involvement programs, initiatives and partnerships. The plan emphasizes the importance of making small behavior changes related to one's pets, home, and car, as well as storm drain illicit discharge, to create a larger, positive impact on water quality. Specific target audiences are identified with associated goals, objectives and activities to meet those goals. This plan acts as a dynamic document and is reviewed and updated annually to reflect the sustained programs and changing annual focus. Illicit discharge education, specifically, will be distributed through multiple platforms including social media, City website and city newsletter. The City of La Crescent's Sustainability Coordinator is responsible for implementing this plan.

Section 2: Partnerships

- **Houston, Fillmore, Winona County Soil & Water Conservation Districts (SWCD), USFWS, UMN Extension, Trout Unlimited, MnDNR, MPCA:** The City works with these partners to create and coordinate public education. The city relies on professional staff from these organizations provide educational assistance during stormwater improvement projects and the annual Waterfestivals event.
- **Hamline University:** The city coordinates with Hamline University to implement the St. Cloud-based Adopt-a-Storm Drain program. This program started in the City of La Crescent in 2021.
- **Local Artists:** The city works with local community artist(s) to implement the Storm Drain Art Program.
- **La Crescent Service Clubs (Healthy Community Partnership, Rotary Club of La Crescent, and Lions)** provide volunteer resources and assist with education outreach for the stormwater program.

- **La Crosse Urban Stormwater Group.** The city partners with the group to create a Soak It Up Award for the City of La Crescent.
- **Local Businesses and Community Groups** provide participants for stormwater outreach/volunteer programs and opportunities to distribute education materials. The city will work with the local Chamber of Commerce to distribute education materials.
- **The Houston County Highway Department** partners with the city on road projects within the city limits to identify and limit stormwater runoff.
- **La Crescent Partners with MnDOT** to implement Landscape Partnership Program Projects on MnDOT right of way within the city.

Section 3: Implementation Plan

Generally, the City of La Crescent focuses its public education, outreach and involvement programs towards specific target audiences. The target audiences with their respective goals, objectives, and emphasis are described below. Each activity/program is reviewed annually and modified as needed.

Target Audience: General Public

Goal: Encourage individuals to protect local water resources by taking action through simple behavior changes and awareness of water quality issues and related pollution prevention tactics. Consideration should be given to low-income residents, people of color, and non-native English-speaking residents.

ACTIVITY/PROGRAM: Rain Garden Construction Program	
Objectives	Rain Garden Street Reconstruction Program
Schedule	Annual review – implement with road reconstruction projects
Documentation	E:\MS4 Stormwater\Public Education and Outreach\La Crescent Rain Garden Program

ACTIVITY/PROGRAM: Adopt-a-Storm Drain	
Objectives	Attend local events to encourage residents to adopt storm drains and keep them clear. Promote the Adopt-a-Drain program through various media and marketing strategies. Goal: to have at least 50 new drains adopted in 2022 and maintain current adoptions. Promote the Adopt-a-Drain program to City building managers with a goal to have each City building adopt at least one drain.
Schedule	Spring promotion blitz (e.g. press release, newsletter, social media, paid advertising, door hangers)

	Attend at least three events annually to promote the program. Annually promote and market the program.
Documentation	E:\MS4 Stormwater\Public Education and Outreach\Adopt-A-Drain

ACTIVITY/PROGRAM: City social media

Objectives	Post stormwater education and water quality improvement project materials (e.g. Adopt-a-Drain, Soak It Up Award, and storm drain art) to the City's social media platforms.
Schedule	At least two stormwater specific posts annually.
Documentation	Details in Stormwater Binder

ACTIVITY/PROGRAM: City Website Stormwater Page

Objectives	Review and update existing stormwater-related information on the City's website to provide relevant education information to the public, contractors, and engineers, as well as information about water quality improvement projects, outreach and other education programs. Maintain information about the Adopt-a-Drain and storm drain art programs. Provide the City's stormwater SWPPP and illicit discharge reporting information on the City's website. Provide a link to the city website
Schedule	Annually review and update.
Documentation	<u>Website Location</u>

ACTIVITY/PROGRAM: Storm Drain Art Program

Objectives	Partner with the local art community, artists, events and/or groups to implement a storm drain art program to provide public education and involvement/participation opportunities. Implement art on at least 3 storm drains in 2024. – SWPIG Grant
Schedule	At least 1 storm drain art event annually.
Documentation	Details in Stormwater Binder

ACTIVITY/PROGRAM: Storm Drain Marking

Objectives	Provide public opportunities to participate in the City's storm drain marking program. Use partnerships with United Way, HCP, Lions, Rotary, and neighborhood contacts to recruit volunteers.
Schedule	Annually
Documentation	Details in Stormwater Binder

ACTIVITY/PROGRAM: Stormwater Education Mailings

Objectives	Distribute at least one annual stormwater education mailing through the City's Newsletter. Distribute targeted mailings to residents within stormwater improvement project areas. Distribute targeted mailings to areas of specific pollution prevention concern (e.g. yard waste).
Schedule	Annually
Documentation	<u>City Newsletter for the City of La Crescent, MN (cityoflacrescent-mn.gov)</u>

ACTIVITY/PROGRAM: Stormwater Education Presentations

Objectives	Provide stormwater education presentations to groups and organizations as requested.
Schedule	At least one presentation/general education distribution annually
Documentation	Details in Stormwater Binder

ACTIVITY/PROGRAM: Deicing Salt Education

Objectives	Distribute deicing salt educational materials and outreach through Chamber of Commerce, City social media, Adopt-a-Drain program, and faith-based organizations. Education will include at a minimum the impacts of deicing salt use on receiving waters, methods to reduce deicing salt use, and proper storage of salt or other deicing materials. Additional education distribution for problem areas will occur as necessary.
Schedule	Annually
Documentation	<u>File Location</u>

ACTIVITY/PROGRAM: Pet Waste Education

Objectives	Utilize the city newsletter to distribute general pet waste public education. Distribute education to pet owners when they renew the dog-license each year. The information will focus on the impacts of pet waste on receiving waters, proper management of pet waste, and City ordinances prohibiting improper disposal of pet waste.
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Schedule	Annually
Documentation	Details in Stormwater Binder

Target Audience: Students

Goal: Encourage students to protect local water resources through simple behavior changes and by awareness of water quality and conservation issues in our area.

ACTIVITY/PROGRAM: Waterfestivals	
Objectives	Partner with the Houston and Winona County SWCD to implement Water Festivals educating all area fourth graders about water quality information. City staff will provide a presentation at each Waterfestival.
Schedule	Annual waterfestival
Documentation	File Location - E:\MS4 Stormwater\Public Education and Outreach\Waterfestivals Event

ACTIVITY/PROGRAM: Stormwater Education Presentations Students	
Objectives	Provide annual stormwater education presentations to LCHS or LCMS classes (e.g. LCHS Environmental Science class) and for local schools and student organizations as requested.
Schedule	At least one presentation annually
Documentation	Details in Stormwater Binder

Target Audience: Contractors

Goal: Provide sediment control, erosion and pollution prevention related education and information to land disturbance contractors.

ACTIVITY/PROGRAM: Deicing Salt Education Contractors	
Objectives	Distribute deicing salt educational materials directly to private contractors at least once during the MS4 permit cycle. Additional education distribution for problem areas will occur as necessary.
Schedule	Annually
Documentation	Details in Stormwater Binder

ACTIVITY/PROGRAM: Land Disturbance Permit Information	
Objectives	Distribute erosion control packet for all approved building permits within the city.
Schedule	Record number of erosion control packets distributed each year.
Documentation	City Website File Location

Target Audience: Developers & Private BMP Owners

Goal: Provide guidance and resources to developers and property owners about permanent structural stormwater BMPs to ensure they are functioning properly and required maintenance is being performed.

ACTIVITY/PROGRAM: Distribute Education Materials Developers & Private BMP's	
Objectives	Distribute educational materials and guidance as requested to private structural stormwater BMP owners and developers.

	Provide example maintenance plans for new projects. Provide educational materials & resources during routine compliance inspections of private BMPs.
Schedule	Annually
Documentation	Maintenance Plan Examples

Target Audience: Local Businesses

Goal: Provide educational materials and resources to local businesses and facilities where illicit discharge and pollution prevention concerns have been identified.

ACTIVITY/PROGRAM: Identification of High Priority Businesses	
Objectives	Identify high priority businesses/locations to receive targeted education. Focus may be on businesses/locations of past concern; industrial stormwater permit holders and/or business types/locations that have a higher potential to generate pollutants as identified in the illicit discharge program priority area assessment.
Schedule	Annually
Documentation	Details in Stormwater Binder

Section 4: Annual Evaluation and Documentation

An annual evaluation of the objectives and measurable goals is conducted by the City's Sustainability Coordinator. All stormwater education and outreach programs, objectives, goals, target audiences, partnerships and implementation summaries will be reviewed. Documentation of the review will occur in the City's annual SWPPP program review spreadsheet and within the implementation plan year-end summary. This implementation plan will be adjusted and updated annually.

To effectively assess the measurable goals and outcomes, the Sustainability Coordinator will use tracking documentation associated with each program and activity. Tracking documentation methods vary per program. The City of La Crescent is committed to the continued implementation and development of educational initiatives focused on protecting our water resources.



Help Keep Our Water
DRINKABLE, FISHABLE, SWIMMABLE

TAKE THE
CLEAN WATER
PLEDGE

REVIEW AND REVISE DOCUMENTATION

REVISION #	DATE	AUTHOR	SUMMARY OF CHANGES
0	MAY 2022	JASON LUDWIGSON	2021 ORIGINAL DOCUMENT/PLAN FINALIZED
1	JANUARY 2023	JASON LUDWIGSON	ADDED PROJECT PARTNERS, UPDATED DOCUMENTATION
2	JANUARY 2024	JASON LUDWIGSON	ADDED PROJECT PARTNERS, UPDATED DOCUMENTATION
3	JANUARY 2025	JASON LUDWIGSON	ADDED PROJECT PARTNERS, INCLUDED WATERFESTIVALS INFORMATION AND UPDATED DOCUMENTATION

REVIEWED:

SUSTAINABILITY COORDINATOR

DATE

SUSTAINABILITY COORDINATOR

DATE

SUSTAINABILITY COORDINATOR

DATE

SUSTAINABILITY COORDINATOR

DATE

APPROVED:

CITY ADMINISTRATOR

DATE

CITY ADMINISTRATOR	DATE
CITY ADMINISTRATOR	DATE
CITY ADMINISTRATOR	DATE

3.6

MEMORANDUM

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: November 6th, 2025

SUBJECT: Partners in Energy Graduate Support MOU

Attached is an MOU between La Crescent and Xcel Energy. Xcel Energy partners with the Minnesota Center for Energy and Environment to help administer the Partners in Energy Program. La Crescent was a participant in the Partners in Energy Program and we are eligible for graduate support. We have identified three areas of focus:

- 1) Business outreach support on energy efficiency, renewable energy, and electrification
- 2) Residential outreach energy efficiency, renewable energy, and electrification
- 3) Collaboration with area communities on energy opportunities

The MOU comes with \$1,500 of reimbursable expenses. We plan to use these funds for mailing residents' information about programs that help them save energy and money. We recommend approval of the MOU.

Memorandum of Understanding for Graduate Support

Jason Ludwigson
Sustainability Coordinator
City of La Crescent

The intent of this Memorandum of Understanding is to support of the City of La Crescent as a graduate community to implement their Energy Action Plan. This document outlines how the City of La Crescent and Xcel Energy will continue to work together. The term of this joint support, as defined in this document, will extend from October 2025 through October 2026.

Xcel Energy will continue to support the City of La Crescent in achieving the goals of its Energy Action Plan in the following ways:

Focus Area: Business outreach support on energy efficiency, renewable energy, and electrification.

- Create resources, materials, and communications to engage businesses.
- Partner with the local Chamber of Commerce and Xcel Energy Business Solutions Center.

Focus Area: Residential outreach on energy efficiency, renewable energy, and electrification.

- Provide information on updated incentives from federal, state, and utilities.
- Update past Partners in Energy materials for La Crescent to be current.
 - Promote Xcel Energy's winter space heating rate.
- Share giveaways and LED kits for distribution in the community.

Focus Area: Support La Crescent in collaborating with area communities on energy opportunities.

- Provide best practices for regional collaboration and identify programs and opportunities to promote.

Graduate Implementation Support

Partners in Energy will provide support to implement the recommended strategies for business and residential outreach. Implementation support includes:

- **Education and Outreach:** Create an outreach calendar incorporating all campaign elements into an outreach plan.
- **Joint Marketing:** Create co-branded collateral, such as writing social media posts and newsletter blurbs and designing flyers and postcards. Partners in Energy will also coordinate utility review and approval of all materials.
- **Energy Expertise:** Utility program coordination and expertise to identify the best programs to meet City goals.
- **Project Management:** Monthly check-in meetings between Xcel Energy, Partners in Energy facilitators, and City staff to ensure projects are kept on track to meet goals.

- **Tracking and Reporting:** Bi-annual progress reports for Xcel Energy program participation and electricity consumption. If available, ad-hoc participation reports for specific Xcel Energy programs (e.g., Home Energy Squad) can be provided.

Project Management and Reimbursed Expenses

- Partners in Energy will facilitate monthly check-in meetings, track and report energy impacts and activities (process annual data from Xcel Energy).
- Provide up to \$1,500 for reimbursed expenses related to printing and distribution of co-branded marketing materials, venue fees, food, and other related needs associated with Energy Action Plan outreach and education. Xcel Energy funding will not be provided for the purchase of alcohol.

Legal Applicability and Waiver

This is a voluntary agreement and not intended to be legally binding for either party. This Memorandum of Understanding has no impact, nor does it alter or modify any existing Franchise Agreement or other existing agreements between Xcel Energy and La Crescent. Parties agree that this Memorandum of Understanding is to memorialize the intent of the Parties regarding Partners in Energy but does not create a legal agreement between the Parties. It is agreed by the Parties that nothing in this Memorandum of Understanding will be deemed or construed as creating a joint venture, trust, partnership, or any other legal relationship among the Parties. This Memorandum of Understanding is for the benefit of the Parties and does not create third party rights. Nothing in this Memorandum of Understanding constitutes a waiver of La Crescent ordinances, La Crescent regulatory jurisdiction, or Minnesota's utility regulatory jurisdiction.

Single Points of Contact

All communications pertaining to this agreement shall be directed to Jason Ludwigson on behalf of La Crescent and Sofia Troutman on behalf of Xcel Energy.

Xcel Energy is excited about this opportunity to support La Crescent in advancing its goals. The resources outlined above and provided through Partners in Energy are provided as a part of our commitment to the communities we serve and Xcel Energy's support of energy efficiency and renewable energy as important resources to meet your future energy needs.

For La Crescent:

Signature:

Name:

Title:

Date:

For Xcel Energy:

Signature:

Name:

Title:

Date:

3.7

MEMORANDUM

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: November 6th, 2025

SUBJECT: Forest Habitat Restoration Project Stoney Point Phase II RFP Bids

The city issued a Request for Proposals for the Forest Habitat Restoration Project Stoney Point Phase II on August 29th, 2025. The city solicited bids from multiple contractors. The city received one proposal for the project. The proposal was received by Natural Resource Preservation, LLC for \$44,994.18. The CPL Grant amount is for \$49,875. The city would recommend proceeding with the proposal from Natural Resource Preservation, LLC. If approved we would start the process of getting a contract agreement with Natural Resource Preservation, LLC. The contract would come back to the city council for review at a future meeting. We would anticipate the project starting in late 2025 or early in 2026. I will be in attendance to review the recommendation with the council.



LIGHT ON THE LAND

ECOLOGICAL RESTORATION

Stoney Point Phase II Forest Habitat Restoration

City of La Crescent

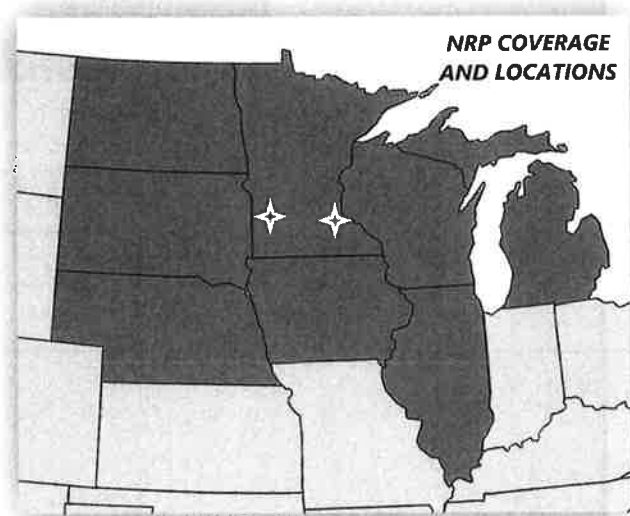


Native Resource Preservation, LLC
160 Wentworth Ave E, West St. Paul, MN 55118
info@NRPeo
(612) 413-0015

Primary Contact
Eric Bergeron
eric.bergeron@NRp.ec
(612) 275-161

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LETTER OF INTEREST

It is with great enthusiasm that Native Resource Preservation LLC submits this proposal for the Stoney Point Phase II Forest Habitat Restoration project with the City of La Crescent. It is our intent with the contents of this proposal to demonstrate our company's qualifications, experience, and desire to perform the services associated with this project. As requested in the RFP document, supplemental information is included below.

Point of Contacts:

Contracting Authority:

- Eric Bergeron, Owner
- (612) 275-1614 - eric.bergeron@nrp.eco
- 260 Wentworth Ave E, Suite 155, West Saint Paul, MN 55118

Operations Director:

- Nick Meixner, Heavy Equipment Operations Director
- (507) 363-6026 - nick.meixner@nrp.eco
- 260 Wentworth Ave E, Suite 155, West Saint Paul, MN 55118

Project Manager:

- To be assigned at time of contract execution

Though NRP does not have proof of a formal chainsaw certification, we do provide an annual classroom chainsaw training course for all NRP employees. Additionally, all new employees receive on-site chainsaw training and close observation from experienced sawyers. A copy of the training materials can be provided by request. With that being said, NRP feels strongly that the references listed below will speak highly to our capability, professionalism, and safety.



ABOUT US & OUR WORK

With the demand for ecological restoration within the Mid-West growing, Since 2014, NRP has taken on a wide variety of restoration projects. We take a lot of pride in being able to use our broad experience and professional expertise to assist our local and rural communities with their restoration goals and foster a more resilient ecosystem.

From the roots up we have grown from the philosophy of keeping our landscape free of unnatural disturbances and releasing the soils to power the native plants they were evolved to nourish. Unfortunately, history has left our scenery altered and some of our land's greatest resources struggling to push through a bright canopy. Through conscious footsteps and a need for manual labor in the elements, it is our goal that with a LIGHT ON THE LAND philosophy we can work to Preserve our Native Resources.

Our work takes us throughout the Mid-West. To accommodate our clients with more competitive quotes and reduce mobilization costs we operate out of two locations, West. St. Paul, MN and Clarkfield, MN.

Dakota Lake Forest and Woodland Enhancement, Phase II

Dakota County

484 acres Lebanon Hills Regional Park

CONTACT

Max Samuelson, Natural Resources Specialist
(612) 269-8415
Max.Samuelson@co.dakota.mn.us

PRIMARY GOALS

- Through a multi year contract, create conditions that favor biodiversity and the return of natural processes such as fire, to control invasive species.
- Remove 100% of the exotic woody shrubs and thin overabundant native trees and shrubs from select areas to open up the ground layer to light.
- Survey/observe/report native and non-native vegetation.

Korell WPA Tree Removal

Pheasants Forever, Inc and US Fish and Wildlife Service

653.6 Oak Savannah Restoration
Clay County, MN

CONTACT

Tyler Zimmerman, Project Manager
(218) 849-7719
tzimmerman@pheasantsforever.org

PRIMARY GOALS

- Cut and remove all non oaks, felling over 4" DBH in various densities of woodland
- Stacked burn piles ensuring even consumption.
- Equipment: Chainsaw and herbicide application; Forestry mower

Sherburne NWR Blue Hills Fuels Reduction

US Fish and Wildlife Service

52 acres of Fire break installation

CONTACT

Kris Larson, Fire Management Officer
(763) 389-3323, ext. 107
kris_larson@fws.gov

PRIMARY GOALS

- Fell and remove large dead trees up to 30" DBH along designated fire line.
- Piled burned by RXB3 qualified personal, seeded scars.
- Equipment: Chainsaw, Skid steer with Grapple.

OUR WORK (Continued)

SMSC Streambank Restoration

Shakopee Mdewakanton Sioux Community

550 feet of stream bank restoration
Shakopee, MN

CONTACT

Ole Olmanson, Water Resource Supervisor
(612) 219-9752
Ole.Olmanson@shakopeedakota.org

PRIMARY GOALS

- Reduce channel erosion and stabilize banks by installing rock headwalls, rock check dams, 2200' sq riprap, and natural erosion blankets.
- Regrading and reshaping of channel with excavator and tree removal
- Equipment: Skid steer w/ grapple; excavator; Chainsaw.

Korell WPA Tree Removal

Pheasants Forever, Inc and US Fish and Wildlife Service

653.6 Oak Savannah Restoration
Clay County, MN

CONTACT

Tyler Zimmerman, Project Manager
(218) 849-7719
tzimmerman@pheasantsforever.org

PRIMARY GOALS

- Cut and remove all non oaks, felling over 4" DBH in various densities of woodland
- Stacked burn piles ensuring even consumption.
- Equipment: Chainsaw and herbicide application; Forestry mower

Seidls Lake Park Woody Removal

City of Inver Grove Heights Parks and Friends of the Mississippi

43.5 acres of Hardwood Restoration
Ramsey County, MN

CONTACT

Alex Roth, Ecologist
(651) 222-2193 ext. 33
aroth@fmr.org

PRIMARY GOALS

- Completely remove all woody and herbaceous invasive species via of forestry mowing and cut stump treatment.
- Follow up foliar herbicide treatment and seeding

Hoffman WMA Tree Removal

Minnesota DNR and Great River Greening

25 acres of oak savanna and Hardwood habitat restoration.

CONTACT

Brad Grodon, Southern Minnesota Program Manager
651-272-3991
bgordon@greatrivergreening.org

PRIMARY GOALS

- Cut stump treat, piling of primarily buckthorn on steep slopes. Follow up herbicide to treat resprouts.
- Equipment: Chainsaw and brushsaw, Forestry mow

OUR TEAM

Eric Bergeron, Director of Operations/Owner

Bachelors of Biology and Environmental Science
University of Wisconsin - Platteville

Experience & Certifications

- 15 years of ecological restoration experience
- Certified Commercial Applicator
- Engine boss
- 1000+ acres, 200+ burns of fire experience
- FEMA IS-00100.b Introduction to Incident Command System
- 1st Aid/CPR Certificate
- Wilderness First Aid through American Red Cross

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-190 Introduction to Wildland Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- S-110 Basic Wildland Fire
- L-280 Followership to Leadership
- S-131 Advanced Fire Fighter Training
- S-230 Crew Boss (Single Resource)
- S-231 Engine Boss (Single Resource)
- S-290 Intermediate Wildland Fire Behavior

Minnesota Department of Agriculture
Applicators License Number: 20199140

MN Erosion and Stormwater Management Certification

- Stormwater Manager
- Stormwater Installer

Seth Kaduce, Executive Director/Owner

Bachelors of Environmental Science
Iowa State University

Experience & Certifications

- CMPB2 Burn Boss
- Engine Boss
- Firing Boss
- Incident Commander Type 5
- 17 years of ecological restoration experience.
- Certified Commercial Applicator
- 10,5000+ acres, 400+ burns of fire experience.
- FEMA IS-00100.b Introduction to Incident= Command System
- FEMA IS-00700.a National Incident Management System
- Pack Test for the United States Department of the Interior Bureau of Land Management (up to date)
- 1st Aid/CPR Certificate
- Wilderness First Aid through Aerie Backcountry

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-190 Introduction to Wildland Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- S-212 Wildland Chainsaws, FALB
- S-131 Advanced Firefighter Training (Squad Boss)
- S-133 Look Up, Look Down, Look Around
- S-215 Wildland Urban interface
- S-290 Intermediate Fire Behavior
- S-230 Crew Boss
- S-231 Engine Boss
- M-410 Facilitative Instructor
- EVOC Emergency Vehicle Operations ISA
 - MN DNR TVOP - Tracked Vehicle Operator

Certified Arborist

MN-4847A

Certified Restoration Ecologist

University of Minnesota

Minnesota Department of Agriculture

Applicators License Number: 20169374

OUR TEAM (OPERATIONS DIRECTORS)

Ted Lenaerts, Operations Director - Public Lands Division

Bachelors of Science in Field Forestry & Animal Ecology, Iowa State University

Experience and Certifications

- 6 years of ecological restoration experience.
- Red Cross 1st Aid/CPR/AED
- Certified Commercial Applicator: 20219781
- CMPB 2 Burn Boss
- 150+ Prescribed Burns
- Heavy Equipment Operations: 2,500+ Hours
- MN Erosion & Stormwater Install Certification

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-131 Advanced Firefighter Training (Squad Boss)
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- L-280 Leadership to Followership
- S-230 Crew Boss
- S-231 Engine Boss

Caroline Fazzio, Sr Restoration Ecologist - Director of Private Lands

Masters of Restoration Ecology, Colorado State University

Bachelors of Environmental Science, University of Wisconsin-Madison

Experience and Certifications

- 7 years of ecological restoration experience.
- Wilderness First Aid
- Red Cross 1st Aid/CPR/AED Certified Trainer
- Certified Commercial Applicator: 20202718
- CMPB 2 Burn Boss
- 150+ Prescribed Burns

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-131 Advanced Firefighter Training (Squad Boss)
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- L-280 Leadership to Followership
- S-219 Firing Operations
- S-230 Crew Boss
- S-231 Engine Boss

Josh L. Peterson, Director of Operations - Habitat Mangement Division

Bachelors of Science in Resource Management

University of Minnesota, Mankato

Experience and Certifications

- 15+ years of ecological restoration experience
- CMB1 Burn Boss
- 15,000+ acres, 125+ burns of fire experience
- CRP and CREP/RIM Management Expert
- Ecological Specialty: Site Prep, Install, Maintenance of Native Grasses and forbes

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-190 Introduction to Wildland Fire Behavior
- L-180 Human Factors in Wildland Fire Service
- S-211 Portable Pumps
- S-212 Wildland Chainsaws, FALB
- S-234 Ignitions
- S-131 Advanced Firefighter Training (Squad Boss)
- S-133 Look Up, Look Down, Look Around
- S-290 Intermediate Fire Behavior
- S-230 Crew Boss
- S-231 Engine Boss
- EVOC Emergency Vehicle Operations

Mark Plantz, Director of Operations - Wildland Fire Division

Experience & Qualifications

- 12 years of wildland fire experience
- MN RXB2 Burn Boss
- 200+ active burns experience totalling over 12,000 acres
- Managed crews burning 750+ burns totalling over 36,000 acres
- Emergency Medical Responder
- 4 years as Chair of Minnesota Prescribed Fire Council
- Task Force Leader Trainee
- Engine Boss
- Firing Boss
- Incident Comander Type 5
- Firefighter Type 1
- Faller 2
- Helicopter Crew Member
- Sphere Launching Device Operator "Aerial Ignitions"

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-190 Intro to Wildland Fire Behavior
- L-180 Human Factors in Wildland Fire Service
- L-280 Followership to Leadership
- S-131 Advanced Firefighter Training
- S-133 Look Up, Look Down, Look Around
- S-211 Portable Pumps
- S-215 Wildland Urban Interface
- S-219 Firing Operations
- S-230 Crew Boss
- S-231 Engine Boss
- S-236 Heavy Equipment Boss
- S-260 Interagency Incident Business Management
- S-270 Basic Air Operations
- S-271 Helicopter Crew Member
- S-290 Intermediate Fire Behavior
- M-410 Facilitative Instructor
- RX-341 Prescribed Fire Plan Preparation
- EVOC Emergency Vehicle Operations

Nick Meixner, Operations Director - Heavy Equipment

Bachelors of Science in Wildlife Biology, Wetlands Ecology (Minor)

Experience & Certifications

- 5 years of ecological restoration experience.
- Certified Commercial Applicator: 20221092
- Red Cross 1st Aid/CPR/AED
- Heavy Equipment Operation: 4,000+ hours
- MN Erosion and Stormwater installer

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-131 Advanced Firefighter Training (Squad Boss)
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service

OUR TEAM (PROJECT MANAGERS-CREW LEADS)

Nick Connell, Crew Lead

Bachelors of Environmental Science
University of Minnesota - Duluth

Experience & Certifications

- 10 years of ecological restoration experience.
- Certified Commercial Applicator: 20169515
- Red Cross 1st Aid/CPR/AED

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- L-280 Followership to Leadership
- S-211 Portable Pumps and Water Use

Erik Muhlenbruck, Project Manager, Crew Lead

Bachelors of Field Biology
University of Wisconsin-River Falls

Experience & Certifications

- 6 years of ecological restoration experience.
- Certified Commercial Applicator: 20243581
- Erosion and Stormwater Management Construction Installer certification
- Part 107 Drone Pilots License
- Red Cross 1st Aid/CPR/AED

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-131 Advanced Firefighter Training (Squad Boss)
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- L-280 Followership to Leadership

Bryce Origer, Project Manager, Crew Lead

Bachelors of Environmental Science
Wartburg College

Experience & Certifications

- 6 years of ecological restoration experience.
- Certified Commercial Applicator: 20221093
- Red Cross 1st Aid/CPR/AED
- CDL Certified
- Erosion and Stormwater Construction Site mgmt certification
- Heavy Equipment Operation: 4,000+ hours

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-131 Advanced Firefighter Training (Squad Boss)
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- L-280 Followership to Leadership
- S-230 Crew Boss
- S-231 Engine Boss

Alana Roberts, Project Manager, Crew Lead

Bachelor of Environmental Studies
Macalester College

Experience & Certifications

- 5 years of ecological restoration experience.
- Certified Commercial Applicator
- Wilderness first responder
- Red Cross 1st Aid/CPR/AED

National Wildfire Coordinating Group

- S-130 Firefighter Training
- S-131 Advanced Firefighter Training (Squad Boss)
- S-190 Introduction to Wildland Fire Behavior
- S-290 Intermediate Fire Behavior
- L-180 Human Factors in the Wildland Fire Service
- L-280 Followership to Leadership

NARRATIVE & ANTICIPATED TIMELINE

The price quote provided on the following page outlines the recommended services while remaining within the \$45,000 budget. NRP is proposing forestry mowing and hand cutting services to occur starting on the North end of the project area and working South. NRP is quoting these services to occur on the northern-most 7 acres of the project area to fit within the allotted budget. NRP is proposing forestry mowing and hand cutting treatments to these 7 acres to provide "final product" to a smaller area rather than providing partial treatments to the entire project area. If future funding can be secured, treatments can continue mowing South to expand the treated acres. NRP acknowledges the site specific challenges (i.e. slopes) and the requirement to coordinate with the City and other pertinent stakeholders.

Forestry Mowing:

NRP is proposing the use of one of its 2021 CAT 299 D3XHP skid steers with a Loftness Battle Axe forestry mower to complete the forestry mowing services required for this project. Operating at an industry standard low ground pressure rating of 4.8 psi, this skid steer and forestry mower combination will be able to operate throughout the unit with minimal risk of topsoil disturbance. Conducting the forestry mowing during frozen or dry ground conditions will further reduce any risk of rutting or compaction within the project area. Additionally, with a 110 HP rating, this combination will be more than capable of thoroughly mulching all target material required for this project. NRP's operators are all very experienced with this forestry mower combination with many of them having over 1,000 hours of heavy equipment operating experience. The operators will mulch what can be safely reached with the equipment without doing damage to save trees, the equipment/operator, or other any other sort of damage to the project area.

Hand Cutting:

Any material that couldn't be treated by the forestry mower (too big, too close to save trees, existing on steep slopes, etc) will be treated by hand crews, equipped with chainsaws and brush saws. Sawyers will treat their own stumps with an appropriate triclopyr mix. Where reasonable, cut material will be dragged and staged in a location to be mulched by the forestry mower. In low density areas, material will be slashed and left in a single layer within the project area.

Large Log Removal: Insufficient funding to conduct this task.

Stump Grinding: Insufficient funding to conduct this task.

Anticipated Timeline:

Winter 2025/26

- Forestry mowing
- Hand cutting

Winter 2026/27, (if needed):

- Forestry mowing
- Hand cutting



PRICE PROPOSAL



PREPARED BY**Eric Bergeron**

Native Resource Preservation, LLC

(612) 275-1614

eric.bergeron@nrp.eco

260 Wentworth Ave E Suite 155, West St Paul, MN 55118, USA

PREPARED FOR**Jason Ludwigson**

City of La Crescent

jludwigson@cityoflacrescent-mn.gov

Stoney Point Rd, La Crescent, MN 55947, USA

ECO PROPOSAL DETAILS**Stoney Point Road - La Crescent, MN**

Stoney Point Rd, La Crescent, MN 55947, USA

Forest Habitat Restoration Project, Phase II

Woodland restoration that includes forestry mowing and cut-stump treatment of woody invasive species.

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Forestry Mowing -2021 CAT 299 D3XHP skid steer with Loftness Battle Axe forestry mower -7 of the 16 acres to be treated starting on the North side and working South.	7 Acres	\$1,276.14	\$8,932.98
Hand Cutting Larger Invasive/Undesirable Trees -includes ground crew clean up of material that the forestry mower couldn't reach and larger trees identified for removal -7 of the 16 acres to be treated starting on the North side and working South.	7 Acres	\$5,151.60	\$36,061.20
Large Log Removal No bid, insufficient funding			\$0.00
Stump Grinding No bid, insufficient funding			\$0.00
TOTAL			\$44,994.18

By accepting this proposal you also agree to our Terms and Conditions which can be viewed at
<https://www.nativeresourcepreservation.com/terms-and-conditions>

M E M O R A N D U M

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: November 6th, 2025

SUBJECT: Sustainability Coordinator's 2025 Year End Report

The City of La Crescent has been a participant in the GreenSteps cities program since 2015. This program has been the catalyst for many projects that have improved the economic, environmental, and community health in La Crescent. The goal of this report is to highlight the grant funding secured for the city, Mary Gegen's efforts with the Minnesota Green Corps Program, and completed projects from 2025.

I would like to highlight Mary Gegen's efforts for the city in 2025. Her commitment to the city during the Minnesota Green Corps service term was commendable. It was a great opportunity for me to mentor her, learn from her, and for her to gain valuable experience working for a municipal government.

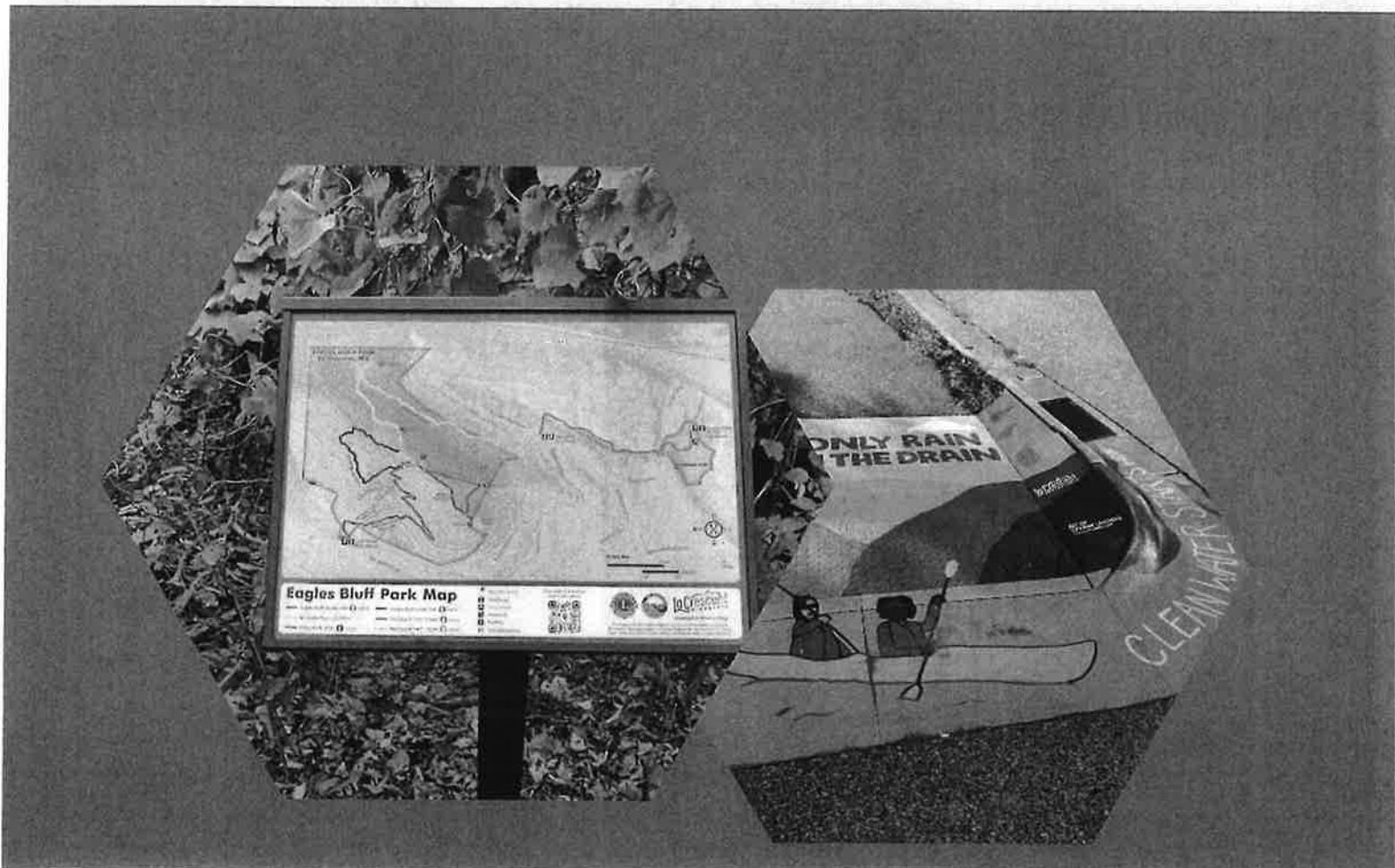
My partnership with the city in 2025 has led to increased pollinator habitat (monarchs in the community), new community park signs, a reduction in pollution community-wide, energy cost savings, cleaner water, and reduced flooding risk. Some additional highlights from 2025 include securing \$2,141,072 in grant funds for the city, achieving Charging Smart Gold designation from the U.S. Department of Energy, and completing more of the GoldLeaf Challenge actions to date than any other Minnesota city. Many of the projects funded from grants in 2025 will be completed or started in 2026 and 2027. These projects align with the framework developed by the MPCA to improve community sustainability with the GreenStep and GoldLeaf Challenge program. I appreciate the continued partnership with the city. I will be in attendance to answer any questions.

2025

Year End Report

**Prepared By :
Jason Ludwigson**

**Presented To :
La Crescent City Council**

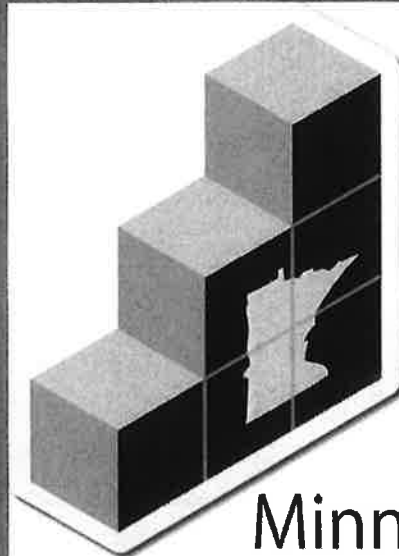


Sustainability and the City of La Crescent

The City of La Crescent has been a participant in the GreenSteps cities program since 2015. The goal of this report is to highlight the grant funding secured for the city and completed projects from 2025. As you will find in this report there have been many projects accomplished in 2025. These projects align with the framework developed by the MPCA to improve community sustainability with the GreenStep program.



TREE CITY USA®



**Minnesota
GreenStep Cities**

Sustainability and the City of La Crescent - Grants & Funding 2025

- **Active Transportation Planning Grant - \$40,000.00**
- **SRTS 2026 Infrastructure Grant - \$482,194.00**
- **Solar on Public Buildings Grant Stoney Point - \$46,200**
- **Local Climate Action Planning Grant - \$45,920.00**
- **Carbon Reduction Program Funds 27-29 - \$33,000**
- **Implementation Grants for Stormwater Infrastructure - \$1,052,430.00**
- **CPL Expedited Grant Stoney Point Phase II - \$49,875.00**
- **CPL Expedited Grant Blufflands - \$50,000**
- **Outdoor Recreation Grant Phase 2 - \$277,313**
- **WinLac Urban Stormwater Funds 6th Street Rain Garden - \$18,193**
- **MnDOT Landscape Partnership Project - \$7,284**
- **SHIP DriftCycle - \$8,500**
- **Bike Shoppe DriftCycle - \$3,750**
- **Statewide Solar on Public Buildings Grant Wieser Park - \$58,100**
- **Partners in Energy Graduate Support - \$1,500**
- **La Crescent Community Foundation Signs - \$1,362.00**

Total Grant Funds 2025 = \$2,141,072

**During my 4 years with the city as the Sustainability Coordinator I
have applied for 68 grants or funding to
benefit the city. 55 of those 68 grants have been awarded
or 81% of them have been funded.**



Sustainability and the City of La Crescent - Projects 2025

- **Electric Chevy Equinox**
- **6th Street Rain Garden**
- **Solar at La Crescent Aquatic Center**
- **Active Transportation Action Plan**
- **City Hall Pollinator Garden Sign**
- **MnDOT Landscape Partnership Project - Dog Park Prairie and Tree Planting**
- **Invasive Species Eradication - Buckthorn, Roundleaf Bittersweet, Purple Loosestrife, Japanese Knotweed, Canada Thistle, and Queen Anne's Lace**
- **Native prairie seeding 7 acres (HELP Grant)**
- **Tree Planting - ReLeaf Grant and Cedar Valley Tree Farm Donation - 145 Trees in 2024**
- **Creation of the Boulevard Tree Program**
- **Trail Maps Eagles Bluff Park**
- **South 1st Street Planting Flowers/Trees/Fescue**
- **Dry Bluff Prairie Restorations Eagles Bluff Park**



Awards/Designations

- **GreenSteps Cities Level 5**
- **Bike Friendly Community - Bronze**
- **SolSmart Platinum**
- **Tree City USA**
- **Bird City USA**
- **EV Smart Gold - 2025**
- **Gold Leaf Challenge City - Leading city in MN**



La Crescent
Minnesota
Platinum Designation

June 6, 2024

Dear La Crescent, Minnesota,

The SolSmart program is honored to announce that you have earned a Platinum Designation. This achievement shows you have met national best practices specified in the SolSmart criteria to reduce local barriers to solar energy growth.

The SolSmart designation recognizes cities, towns, counties, and regional organizations as national solar energy leaders. The actions you have taken will help make solar energy more affordable, accessible, and widespread. We encourage you to promote your SolSmart designation as a sign that your community is "open for solar business."

Expanding solar energy use brings many local benefits, including reduced carbon emissions, economic development, job growth, and improved community health and welfare, to name just a few. On behalf of the entire SolSmart team, we send our congratulations and encourage you to reach out as you continue to advance toward your clean energy goals.

Again, congratulations on your SolSmart Platinum Designation.

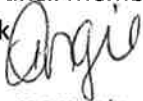
Sincerely,

Brandy O'Quinn
Program Director, SolSmart
Interstate Renewable Energy Council
(IREC)

Debra Perry
Senior Project Manager
International City/County Management
Association (ICMA)

#3.9



TO: Honorable Mayor and City Council Members
FROM: Angie Boettcher, City Clerk 
DATE: November 17, 2025
RE: Marketing and Promotional Agreements

Attached for Council consideration find the following:

1. Marketing and Promotional Agreements between the City of La Crescent and La Crosse Area Convention and Visitor Bureau, Inc.
2. Marketing and Promotional Agreements between the City of La Crescent and La Crescent Area Event Center, Inc.
3. Marketing and Promotional Agreements between the City of La Crescent and La Crescent Area Chamber of Commerce and Tourism.

The agreements are substantially the same form as last year's agreements with the exception of the term. The term of these agreements would begin January 1, 2026, and end December 31, 2026. I **would also recommend a separate motion for each agreement.**

Thank you.

MARKETING AND PROMOTIONAL AGREEMENT

THIS AND PROMOTIONAL AGREEMENT ("Agreement") is made and entered this _____ day of _____, 2025 by and between the City of La Crescent, Minnesota, a municipal corporation organized under the laws of the State of Minnesota, ("City"), and La Crescent Area Chamber of Commerce and Tourism, a not for profit corporation under the laws of Minnesota, ("Company").

RECITALS:

WHEREAS, the City has imposed a 5% tax on gross receipts of the furnishing of certain lodging in the City pursuant to Minnesota Statutes Section 469.190 and Session Laws 2019, 1st Special Session, Chapter 6, Article 6, Section 21, to fund a local tourism bureau for the purpose of marketing and promoting the City as a tourist and/or convention center; and

WHEREAS, the City and Company desire to enter into a marketing and promotional relationship pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, it is agreed by and between the parties as follows:

ARTICLE I. TERM

The term of the Agreement shall commence January 1, 2026 and shall terminate on December 31, 2026. Both parties shall reserve the right to terminate the Agreement upon sixty (60) days written notice from either party. In the event of the City's repeal of its Lodging Tax, which repeal must be by the City's legislative ordinance process, this Agreement shall automatically terminate without further written notice by the City, effective the date of the repeal. Written notice required herein shall be considered effective if mailed certified mail to the following addresses:

City Administrator
City of La Crescent
315 Main Street
La Crescent, MN 55947

La Crescent Area Chamber of Commerce and Tourism
Attn: President
111 South Walnut Street, Suite B
La Crescent, MN 55947

With a copy to:

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

ARTICLE II. DUTIES OF COMPANY

Section 1. Structure of the Board of Directors

Company is managed by a nine (9) member Board of Directors. Directors are appointed, and their activities governed, as set forth in the approved By-Laws for Company. Moreover, Company may formulate rules and revise By-laws to govern its operations as long as the rules

and By-laws are not inconsistent with the Lodging Tax Statute, the City's Lodging Tax Ordinance, or the terms of this Agreement, as the same may be amended from time to time.

Section 2. Services

All funds received by Company from the City shall be administered and expended for the purposes of marketing and promoting the City of La Crescent as a tourist and/or convention center and for all other purposes contemplated by the Lodging Tax Ordinance and Minnesota Statute Section 469.19, as the same may be amended from time to time.

Section 3. Budget

Company shall submit an annual program budget by February 1 each year to the City for their approval. The budget shall detail projected outlays and expenditures in administering the funds received from the City pursuant to this Agreement. Company shall provide the City a copy of the budget for City Staff and City Council review.

Section 4. Financial Reporting

Company shall provide the City Administrator and City Finance Director with a copy of its Quarterly Financial Statement showing the monthly, year-to-date, and budget figures properly itemized and verified by the Executive Director of Company.

Section 5. Status Reports

Company shall provide the City Administrator and City Finance Director with quarterly updates on the status of Company's promotional programs.

Section 6. Audit

Company shall permit the City Administrator and City Finance Director and/or their designated representative the right of access to the books and records of Company, as they pertain to the use of the funds provided by the City pursuant to this Agreement. Access to the books and records shall be during normal business hours to audit any item of revenue or expenditure for the term of this Agreement.

Section 7. Employees

Any and all employees of Company or any other person, including all Company members and directors, while engaged in the performance of any service provided by Company under this Agreement shall not be considered employees of the City of La Crescent. Company is an independent contractor.

Section 8. Insurance/Indemnity

If applicable, Company's insurance requirements are contained on Exhibit A, which is attached hereto and incorporated herein.

Company further agrees to defend, indemnify, and save harmless, the City, its employees, agents, and elected officials from and against any and all liability, loss, damage, claims, actions,

costs or expenses, including attorney's fees, which may be claimed against the City, its agents, employees, or elected officials and arising out of Company's performance of or failure to perform the marketing and promotional services and activities required under this Agreement.

Section 9. Open Meeting Law Requirement

Meetings held by Company respecting the marketing and promotional activities conducted pursuant to this Agreement shall be subject to the Minnesota Open Meeting Law; however, Company shall not be required to print or publish written notice of Company meetings.

ARTICLE III. DUTIES OF THE CITY

Section 1. Funding

Within sixty (60) days of receipt, the City shall remit to Company, for funding of Company, a sum equal to 19.5% of the lodging tax payments after the City retains 5% for reimbursement of administrative expenses, less refunds, imposed and collected in the preceding month during the term of this Agreement. The City will no longer contribute to annual expenses of Company relating to postage or membership(s) to third party organizations.

ARTICLE IV. MISCELLANEOUS

Section 1. Entire Agreement.

This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

Section 2. Assignment.

Company may not assign this Agreement to any other person unless written consent is obtained from the City.

Section 3. Amendments.

Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

Section 4. Nondiscrimination.

In the hiring of employees to perform work under this Agreement, Company shall not discriminate against any person by reason of any characteristic protected by state or federal law.

Section 5. Force Majeure.

Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement, if and to the extent that such party's performance is prevented by reason of Force Majeure, as determined by the City.

Section 6. Governing Law.

This Agreement shall be governed by and interpreted in accordance with the laws of the

State of Minnesota. All proceedings related to this Agreement shall be venued in the County of Houston, State of Minnesota.

Section 7. Waivers.

The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

Section 8. Ownership of Documents.

All reports, plans, specifications, data, maps, and other documents produced by Company in the performance of services under this Agreement shall be the property of the City.

Section 9. Government Data.

Company agrees to maintain all data received from the City in the same manner as the City as required under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

Section 10. Counterparts.

This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.

Section 11. 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.

Section 12. Construction of Agreement.

This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

Section 13. Miscellaneous.

This Agreement shall supersede and replace all previous Marketing and Promotional Agreements between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

CITY OF LA CRESCENT

COMPANY

By: _____
Mikel Poellinger, Mayor

By: _____

By: _____
Bill Waller, City Administrator

By: _____

EXHIBIT A

1. Workers' Compensation Insurance

The Company must provide Workers' Compensation Insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. The Company shall also provide Employer's Liability Insurance with minimum limits as follows:

- \$500,000 – Bodily Injury by Disease per employee
- \$500,000 – Bodily Injury by Disease aggregate
- \$500,000 – Bodily Injury by Accident

If Minnesota Statutes, Section 176.041 exempts the Company from Workers' Compensation insurance, the Company must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Company from the Minnesota Workers' Compensation requirements.

2. Commercial General Liability Insurance

This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence
- \$1,000,000 – annual aggregate

The following coverages shall be included:

- Premises and Operations Bodily Injury and Property Damage
- Personal and Advertising Injury
- Blanket Contractual Liability

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured.

3. Business Automobile Liability Insurance

The Company is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence Combined Single Limit for Bodily Injury and Property Damage
- In addition, the following coverages should be included: Owned, Hired, and Non-owned Automobiles.

4. Additional Insurance Conditions

- The Company's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Company's performance under the contract.
- An Umbrella or Excess Liability insurance policy may be used to supplement the Company's policy limits to satisfy the full policy limits required by the contract.
- All insurance shall be provided on an occurrence basis and not on a claims-made basis.
- Any insurance limits in excess of the minimum limits shall be available to the City.
- All policies shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
- Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Company to provide proof of ability to pay losses and related expenses within the deductible and retention.
- The Company is required to submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
- The Company's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' written notice for non-payment of premium.
- The Company shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better and authorized to do business in the State of Minnesota, or as approved by the City.
- The City reserves the right to immediately terminate the contract if the Company is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Company.
- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.
- The City's failure to approve or disapprove the Company's policies or certificates shall not relieve the Company of full responsibility to maintain the required insurance.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Company under the contract.

MARKETING AND PROMOTIONAL AGREEMENT

THIS AND PROMOTIONAL AGREEMENT ("Agreement") is made and entered this _____ day of _____, 2025 by and between the City of La Crescent, Minnesota, a municipal corporation organized under the laws of the State of Minnesota, ("City"), and La Crosse County Convention and Visitor Bureau, Inc., d/b/a Explore La Crosse, a not for profit corporation under the laws of Wisconsin, ("Company").

RECITALS:

WHEREAS, the City has imposed a 5% tax on gross receipts of the furnishing of certain lodging in the City pursuant to Minnesota Statutes Section 469.190, and Session Laws 2019, 1st Special Session, Chapter 6, Article 6, Section 21, to fund a local tourism bureau for the purpose of marketing and promoting the City as a tourist and/or convention center; and

WHEREAS, the City and Company desire to enter into a marketing and promotional relationship pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, it is agreed by and between the parties as follows:

ARTICLE I. TERM

The term of the Agreement shall commence January 1, 2026 and shall terminate on December 31, 2026. Both parties shall reserve the right to terminate the Agreement upon sixty (60) days written notice from either party. In the event of the City's repeal of its Lodging Tax, which repeal must be by the City's legislative ordinance process, this Agreement shall automatically terminate without further written notice by the City, effective the date of the repeal. Written notice required herein shall be considered effective if mailed certified mail to the following addresses:

City Administrator	La Crosse County Convention & Visitor Bureau, Inc.
City of La Crescent	Attn: President
315 Main Street	123 7 th Street South
La Crescent, MN 55947	La Crosse, WI 54601

With a copy to:

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

ARTICLE II. DUTIES OF COMPANY

Section 1. Structure of the Board of Directors

Company is managed by a seventeen (17) member Board of Directors. Directors are appointed, and their activities governed, as set forth in the approved By-Laws for Company. Moreover, Company may formulate rules and revise By-laws to govern its operations as long as

the rules and By-laws are not inconsistent with the Lodging Tax Statute, the City's Lodging Tax Ordinance, or the terms of this Agreement, as the same may be amended from time to time.

Section 2. Services

All funds received by Company from the City shall be administered and expended for the purposes of marketing and promoting the City of La Crescent as a tourist and/or convention center and for all other purposes contemplated by the Lodging Tax Ordinance and Minnesota Statute Section 469.19, as the same may be amended from time to time.

Section 3. Budget

Company shall submit an annual program budget by February 1 each year to the City for their approval. The budget shall detail projected outlays and expenditures in administering the funds received from the City pursuant to this Agreement. Company shall provide the City a copy of the budget for City Staff and City Council review.

Section 4. Financial Reporting

Company shall provide the City Administrator and City Finance Director with a copy of its Monthly Financial Statement showing the monthly, year-to-date, and budget figures properly itemized and verified by the Executive Director of Company.

Section 5. Status Reports

Company shall provide the City Administrator and City Finance Director with quarterly updates on the status of Company's promotional programs.

Section 6. Audit

Company shall permit the City Administrator and City Finance Director and/or their designated representative the right of access to the books and records of Company, as they pertain to the use of the funds provided by the City pursuant to this Agreement. Access to the books and records shall be during normal business hours to audit any item of revenue or expenditure for the term of this Agreement. Company shall also provide a copy of its annual audit to City within thirty (30) days of receipt.

Section 7. Employees

Any and all employees of Company or any other person, including all Company members and directors, while engaged in the performance of any service provided by Company under this Agreement shall not be considered employees of the City of La Crescent. Company is an independent contractor.

Section 8. Insurance/Indemnity

If applicable, Company's insurance requirements are contained on Exhibit A, which is attached hereto and incorporated herein.

Company further agrees to defend, indemnify, and save harmless, the City, its employees,

agents, and elected officials from and against any and all liability, loss, damage, claims, actions, costs or expenses, including attorney's fees, which may be claimed against the City, its agents, employees, or elected officials and arising out of Company's performance of or failure to perform the marketing and promotional services and activities required under this Agreement.

Section 9. Open Meeting Law Requirement

Meetings held by Company respecting the marketing and promotional activities conducted pursuant to this Agreement shall be subject to the Minnesota Open Meeting Law; however, Company shall not be required to print or publish written notice of Company meetings.

ARTICLE III. DUTIES OF THE CITY

Section 1. Funding

Within sixty (60) days of receipt, the City shall remit to Company, for funding of Company, a sum equal to 61% of the lodging tax payments after the City retains 5% for reimbursement of administrative expenses, less refunds, imposed and collected in the preceding month during the term of this Agreement.

ARTICLE IV. MISCELLANEOUS

Section 1. Entire Agreement.

This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

Section 2. Assignment.

Company may not assign this Agreement to any other person unless written consent is obtained from the City.

Section 3. Amendments.

Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

Section 4. Nondiscrimination.

In the hiring of employees to perform work under this Agreement, Company shall not discriminate against any person by reason of any characteristic protected by state or federal law.

Section 5. Force Majeure.

Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement, if and to the extent that such party's performance is prevented by reason of Force Majeure, as determined by the City.

Section 6. Governing Law.

This Agreement shall be governed by and interpreted in accordance with the laws of the

State of Minnesota. All proceedings related to this Agreement shall be venued in the County of Houston, State of Minnesota.

Section 7. Waivers.

The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

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Section 13. Miscellaneous.

This Agreement shall supersede and replace all previous Marketing and Promotional Agreements between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

CITY OF LA CRESCENT

COMPANY

By: _____
Mikel Poellinger, Mayor

By: _____

By: _____
Bill Waller, City Administrator

By: _____

EXHIBIT A

1. Workers' Compensation Insurance

The Company must provide Workers' Compensation Insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. The Company shall also provide Employer's Liability Insurance with minimum limits as follows:

- \$500,000 – Bodily Injury by Disease per employee
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If Minnesota Statutes, Section 176.041 exempts the Company from Workers' Compensation insurance, the Company must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Company from the Minnesota Workers' Compensation requirements.

2. Commercial General Liability Insurance

This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence
- \$1,000,000 – annual aggregate

The following coverages shall be included:

- Premises and Operations Bodily Injury and Property Damage
- Personal and Advertising Injury
- Blanket Contractual Liability

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured.

3. Business Automobile Liability Insurance

The Company is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

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- An Umbrella or Excess Liability insurance policy may be used to supplement the Company's policy limits to satisfy the full policy limits required by the contract.
- All insurance shall be provided on an occurrence basis and not on a claims-made basis.
- Any insurance limits in excess of the minimum limits shall be available to the City.
- All policies shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
- Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Company to provide proof of ability to pay losses and related expenses within the deductible and retention.
- The Company is required to submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
- The Company's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' written notice for non-payment of premium.
- The Company shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better and authorized to do business in the State of Minnesota, or as approved by the City.
- The City reserves the right to immediately terminate the contract if the Company is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Company.
- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.
- The City's failure to approve or disapprove the Company's policies or certificates shall not relieve the Company of full responsibility to maintain the required insurance.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Company under the contract.

MARKETING AND PROMOTIONAL AGREEMENT

THIS AND PROMOTIONAL AGREEMENT ("Agreement") is made and entered this _____ day of _____, 2025 by and between the City of La Crescent, Minnesota, a municipal corporation organized under the laws of the State of Minnesota, ("City"), and La Crescent Area Event Center, Inc., a not for profit corporation under the laws of Minnesota, ("Company").

RECITALS:

WHEREAS, the City has imposed a 5% tax on gross receipts of the furnishing of certain lodging in the City pursuant to Minnesota Statutes Section 469.190 and Session Laws 2019, 1st Special Session, Chapter 6, Article 6, Section 21, to fund a local tourism bureau for the purpose of marketing and promoting the City as a tourist and/or convention center; and

WHEREAS, the City and Company desire to enter into a marketing and promotional relationship pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, it is agreed by and between the parties as follows:

ARTICLE I. TERM

The term of the Agreement shall commence January 1, 2026 and shall terminate on December 31, 2026. Both parties shall reserve the right to terminate the Agreement upon sixty (60) days written notice from either party. In the event of the City's repeal of its Lodging Tax, which repeal must be by the City's legislative ordinance process, this Agreement shall automatically terminate without further written notice by the City, effective the date of the repeal. Written notice required herein shall be considered effective if mailed certified mail to the following addresses:

City Administrator
City of La Crescent
315 Main Street
La Crescent, MN 55947

La Crescent Area Event Center, Inc.
Attn: President
595 Veterans Way
PO Box 46
La Crescent, MN 55947

With a copy to:

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

ARTICLE II. DUTIES OF COMPANY

Section 1. Structure of the Board of Directors

Company is managed by a _____ member Board of Directors. Directors are appointed, and their activities governed, as set forth in the approved By-Laws for Company. Moreover, Company may formulate rules and revise By-laws to govern its operations as long as

the rules and By-laws are not inconsistent with the Lodging Tax Statute, the City's Lodging Tax Ordinance, or the terms of this Agreement, as the same may be amended from time to time.

Section 2. Services

All funds received by Company from the City shall be administered and expended for the purposes of marketing and promoting the City of La Crescent as a tourist and/or convention center and for all other purposes contemplated by the Lodging Tax Ordinance and Minnesota Statute Section 469.19, as the same may be amended from time to time.

Section 3. Budget

Company shall submit an annual program budget by February 1 each year to the City for their approval. The budget shall detail projected outlays and expenditures in administering the funds received from the City pursuant to this Agreement. Company shall provide the City a copy of the budget for City Staff and City Council review.

Section 4. Financial Reporting

Company shall provide the City Administrator and City Finance Director with a copy of its Quarterly Financial Statement showing the monthly, year-to-date, and budget figures properly itemized and verified by the Executive Director of Company.

Section 5. Status Reports

Company shall provide the City Administrator and City Finance Director with quarterly updates on the status of Company's promotional programs.

Section 6. Audit

Company shall permit the City Administrator and City Finance Director and/or their designated representative the right of access to the books and records of Company, as they pertain to the use of the funds provided by the City pursuant to this Agreement. Access to the books and records shall be during normal business hours to audit any item of revenue or expenditure for the term of this Agreement.

Section 7. Employees

Any and all employees of Company or any other person, including all Company members and directors, while engaged in the performance of any service provided by Company under this Agreement shall not be considered employees of the City of La Crescent. Company is an independent contractor.

Section 8. Insurance/Indemnity

If applicable, Company's insurance requirements are contained on Exhibit A, which is attached hereto and incorporated herein.

Company further agrees to defend, indemnify, and save harmless, the City, its employees, agents, and elected officials from and against any and all liability, loss, damage, claims, actions,

costs or expenses, including attorney's fees, which may be claimed against the City, its agents, employees, or elected officials and arising out of Company's performance of or failure to perform the marketing and promotional services and activities required under this Agreement.

Section 9. Open Meeting Law Requirement

Meetings held by Company respecting the marketing and promotional activities conducted pursuant to this Agreement shall be subject to the Minnesota Open Meeting Law; however, Company shall not be required to print or publish written notice of Company meetings.

ARTICLE III. DUTIES OF THE CITY

Section 1. Funding

Within sixty (60) days of receipt, the City shall remit to Company, for funding of Company, a sum equal to 19.5% of the lodging tax payments after the City retains 5% for reimbursement of administrative expenses, less refunds, imposed and collected in the preceding month during the term of this Agreement.

ARTICLE IV. MISCELLANEOUS

Section 1. Entire Agreement.

This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

Section 2. Assignment.

Company may not assign this Agreement to any other person unless written consent is obtained from the City.

Section 3. Amendments.

Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

Section 4. Nondiscrimination.

In the hiring of employees to perform work under this Agreement, Company shall not discriminate against any person by reason of any characteristic protected by state or federal law.

Section 5. Force Majeure.

Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement, if and to the extent that such party's performance is prevented by reason of Force Majeure, as determined by the City.

Section 6. Governing Law.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in the County of

Houston, State of Minnesota.

Section 7. Waivers.

The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

Section 8. Ownership of Documents.

All reports, plans, specifications, data, maps, and other documents produced by Company in the performance of services under this Agreement shall be the property of the City.

Section 9. Government Data.

Company agrees to maintain all data received from the City in the same manner as the City as required under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

Section 10. Counterparts.

This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.

Section 11. 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.

Section 12. Construction of Agreement.

This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

Section 13. Miscellaneous.

This Agreement shall supersede and replace all previous Marketing and Promotional Agreements between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

CITY OF LA CRESCENT

COMPANY

By: _____
Mikel Poellinger, Mayor

By: _____

By: _____
Bill Waller, City Administrator

By: _____

EXHIBIT A

1. Workers' Compensation Insurance

The Company must provide Workers' Compensation Insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. The Company shall also provide Employer's Liability Insurance with minimum limits as follows:

- \$500,000 – Bodily Injury by Disease per employee
- \$500,000 – Bodily Injury by Disease aggregate
- \$500,000 – Bodily Injury by Accident

If Minnesota Statutes, Section 176.041 exempts the Company from Workers' Compensation insurance, the Company must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Company from the Minnesota Workers' Compensation requirements.

2. Commercial General Liability Insurance

This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence
- \$1,000,000 – annual aggregate

The following coverages shall be included:

- Premises and Operations Bodily Injury and Property Damage
- Personal and Advertising Injury
- Blanket Contractual Liability

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured.

3. Business Automobile Liability Insurance

The Company is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence Combined Single Limit for Bodily Injury and Property Damage
- In addition, the following coverages should be included: Owned, Hired, and Non-owned Automobiles.

4. Additional Insurance Conditions

- The Company's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Company's performance under the contract.
- An Umbrella or Excess Liability insurance policy may be used to supplement the Company's policy limits to satisfy the full policy limits required by the contract.
- All insurance shall be provided on an occurrence basis and not on a claims-made basis.
- Any insurance limits in excess of the minimum limits shall be available to the City.
- All policies shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
- Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Company to provide proof of ability to pay losses and related expenses within the deductible and retention.
- The Company is required to submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
- The Company's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' written notice for non-payment of premium.
- The Company shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better and authorized to do business in the State of Minnesota, or as approved by the City.
- The City reserves the right to immediately terminate the contract if the Company is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Company.
- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.
- The City's failure to approve or disapprove the Company's policies or certificates shall not relieve the Company of full responsibility to maintain the required insurance.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Company under the contract.

3.10



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: November 20, 2025
RE: Personnel Committee Recommendations

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

1. The Personnel Committee is recommending that the City Council accept Garrett Pritchard's resignation as a Firefighter for the City of La Crescent. A letter from the Fire Chief regarding the recommendation is included.
2. The Personnel Committee is recommending that the City Council's delegated authority be given to the Personnel Committee, City Administrator, Public Works Director, and City Attorney Wieser to meet with an employee and their union representative to address a step 3 grievance and any other subsequent steps in the grievance process. This is consistent with the action taken by the City Council in 2022 regarding a step 3 grievance submitted by the AFSCME Union on behalf of a City employee.



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

From: Chief Josh Tarrence

Date: November 13th, 2025

RE: Letter of resignation

Attached is a letter of resignation from Firefighter Garrett Pritchard. Garrett has accepted a full-time position in the field requiring relocation for extended periods of time. Garrett has been a great asset to our department and we wish him the best moving forward.

Thank you for your attention and support.

Respectfully,

**Josh Tarrence
Fire Chief
La Crescent Fire Department**

Garrett Pritchard

Resignation Letter

10/01/2025

CHIEF TARRENCE

La Crescent Fire Department

336 S 1st St, La Crescent, MN, 55947

To whom it may concern:

I am officially resigning from my role as a Firefighter first responder with the La Crescent Fire Department, effective Saturday, November 1st, 2025. I have accepted a full-time position as a disaster response EMT, which requires my relocation out of state for extended durations.

I am eternally grateful and fortunate for the chance to serve with the La Crescent Fire Department. The numerous lessons and training I have received will remain with me for the entirety of my life.

If there is anything I can do to facilitate a smooth transition, please let me know. I look forward to staying in contact in the near future.

Best regards,

Garrett Pritchard

GARRETT PRITCHARD

3.11



TO: Honorable Mayor and City Council Members
FROM: Tyler Benish, Public Works Director *Tyler*
DATE: November 20th, 2025
RE: Proposed 2026 General Fund Budget and Levy

Attached for review by the City Council is the proposed 2026 General Fund budget and the adopted resolution that sets the preliminary levy.

The date for the public meeting at which time the proposed budget and levy will be discussed and the final budget and levy will be adopted is set for Monday, December 15, 2025 at 6:00 pm. This is the second regular scheduled City Council meeting in December.

A couple of notes for the City Council to remember as part of the budget review and adoption process:

1. The City Council cannot adopt the 2026 general fund budget until after the public meeting in December.
2. Once the preliminary levy is set, the City Council has the discretion to lower the levy but the City Council cannot increase the preliminary levy.

The 2026 preliminary levy resolution reflects a 5.0% increase. The final total City levy in 2025 was \$3,886,178, and the proposed 2026 levy is \$4,082,068.

Pages 1-9 are the revenue portion of the budget. The expenditure portion of the budget starts on page 9 with the Council portion of the budget.

The following is a summary of the proposed 2026 general fund budget:

Revenue: Pages 1-9

1. This is the Ad Valorem tax.
2. This is Federal funds from DEED for streetscaping on the Walnut Street reconstruction.
3. This is Federal funds from FRA for the Railroad Crossing Elimination grant.
4. This is the City's local government aid for 2024, which is an increase of \$1,273 from 2025 to 2026.
5. This is the Municipal State Aid funds for the reconstruction of Walnut Street.
6. This is state transit funding from MNDOT; funding has been reduced from 15% in 2025 to 5% in 2026 for the overall cost to operate the bus.
7. These are MnDOT grants for the Redwood Street Safe Routes to School project, LRIP funding for Walnut Street, Maple Street Active Transportation grant.
8. This is a MPCA grant for the Redwood Street stormwater improvement project.
9. These are the MnDNR grants for the Stoney Point CPL project, CPL Bluff land project, and the Wieser Park improvement project.
10. These are donations received in 2024 and 2025 for the Wieser Park improvement project.
11. These are the bond proceeds for the Walnut Street, Maple Street and Redwood Street projects issued under the City's street reconstruction bonding authority.

Expenses: Pages 9-29

12. This expense is Minnesota paid leave law; a new law that will take effect January 1, 2026. This will be a new payroll line item in all departments.
13. The proposed budget includes additional professional services that will be reimbursed by grants.
14. The proposed budget includes funds for an election.
15. The proposed budget includes funds for an outstanding legal dispute in reference to the easement on Crescent Hills Drive.
16. The proposed budget includes expenses that are corresponding to items 9 and 10. (Wieser Park improvement)
17. The proposed budget includes funds for a 9th full time officer.
18. The proposed budget includes funds for updating zoning, shoreland and floodplain ordinances.
19. The proposed budget includes funds for community development software.
20. The proposed budget includes a severance payment for retiring staff.
21. The proposed budget includes engineering expenses that are corresponding to items 3,4,5,7 and 8. Additional the budget includes design engineering for two Safe Routes to School projects in 2027.
22. The proposed budget includes construction expenses that are corresponding to items 3,4,5,7 and 8.
23. The proposed budget includes funds for a transfer to the ice arena fund, along with a set a side of funds for ongoing building maintenance at the ice arena.
24. The proposed budget includes expenses that are corresponding to item 9. (CPL projects)

25. A copy of the proposed library budget is attached.

26. The proposed budget includes additional funds for transit; corresponding to item 6.

As in the past, we will continue to review the proposed budget and evaluate changes or modifications. We intend to add the proposed budget to the agenda for future City Council meetings for purposes of review and discussion prior to the public meeting in December when the budget and levy will be considered.

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
GENERAL FUND							
TAXES							
101-31010	CURRENT AD VALOREM TAXES	2,259,443	2,417,141	.00	2,608,988	2,608,988	2,805,527
101-31011	REFUND TAX-ANNEXED-TWNSHP	.00	.00	.00	.00	.00	.00
101-31050	TAX ABATEMENT	.00	.00	.00	.00	.00	.00
101-31051	EXCESS TIF REVENUE REFUND	.00	65,343	.00	.00	.00	.00
101-31410	LODGING TAX - HOTEL/MOTEL	8,776	698-	3,322	5,000	1,678	5,000
101-31810	FRANCHISE FEES-CABLE TV	49,784	60,911	56,682	60,000	3,318	58,000
101-31900	INT. ON DELINQUENT TAXES	1,410	149	.00	300	300	.00
Total TAXES:		2,319,413	2,542,846	60,004	2,674,288	2,614,284	2,868,527
LICENSES & PERMITS							
101-32110	LIQUOR/WINE - ON SALE	4,505	4,375	75	4,600	4,525	4,600
101-32111	LIQUOR OFF SALE	750	750	.00	1,350	1,350	750
101-32112	BEER ON SALE	560	560	.00	300	300	560
101-32113	BEER OFF SALE	300	300	.00	.00	.00	300
101-32115	SOFT DRINK LICENSE	.00	.00	.00	.00	.00	.00
101-32116	CIGARETTE LICENSE	180	180	135	200	65	200
101-32117	CANNABIS - INITIAL REG FEE	.00	.00	1,500	1,500	.00	.00
Budget notes: ~2025 3 @ \$500							
101-32118	CANNABIS - ANNUAL RENEWAL FE	.00	.00	3,000	.00	3,000-	3,000
Budget notes: 2026 - 3 @ \$1000							
101-32119	GARBAGE PICKUP PERMIT	2,000	2,000	.00	2,000	2,000	2,000
101-32160	MASSAGE LICENSE	500	700	.00	400	400	500
101-32162	ICE CREAM VENDER LICENSE	.00	.00	.00	.00	.00	.00
101-32210	BUILDING PERMITS (EXC SUR	61,388	49,284	40,397	45,000	4,603	40,000
101-32211	EXCAVATION PERMITS	316	1,107	404	300	104-	300
101-32212	PLUMBING PERMITS	3,985	3,640	3,140	3,000	140-	3,000
101-32213	FENCE PERMITS	700	350	525	400	125-	400

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-32214	DEMOLITION PERMITS	.00	.00	.00	.00	.00	.00
101-32215	SIGN PERMIT	185	200	250	100	150-	100
101-32216	FILL PERMITS	.00	.00	.00	.00	.00	.00
101-32217	CONDITIONAL USE PERMIT	250	250	900	300	600-	.00
101-32218	VARIANCE FEE	400	250	.00	400	400	400
101-32219	MECHANICAL PERMIT	3,360	3,220	1,645	3,000	1,355	3,000
101-32220	GAS INSTALLERS LICENSE	1,485	1,125	135	1,200	1,065	1,200
101-32221	SHORT-TERM RENTAL PERMIT FEE	400	100	.00	.00	.00	.00
101-32240	DOG\MULTIPLE PET LICENSES	475	425	475	400	75-	425
101-32241	DOG LICENSES	7,291	6,390	4,824	6,000	1,176	6,000
101-32242	CAT LICENSES	1,600	1,670	1,209	1,500	291	1,500
101-32243	CAT\MULTIPLE PET LICENSES	300	375	225	200	25-	200
101-32244	CHICKEN PERMIT APPLICATION FEE	50	.00	50	.00	50-	.00
101-32245	BEEKEEPING PERMIT	.00	50	.00	.00	.00	.00
101-32260	PEDDLERS PERMIT	.00	145	50	.00	50-	.00
101-32261	FILING FEES	.00	6	.00	.00	.00	.00
101-32262	HAND GUN PERMITS	.00	.00	.00	.00	.00	.00
Total LICENSES & PERMITS:		90,980	77,452	58,939	72,150	13,211	68,435
INTERGOVERNMENTAL AID							
101-33124	FEDERAL FLOOD RELIEF AID	.00	30,124	33,380	.00	33,380-	.00
101-33125	FEDERAL GRANT-TRANSIT	77,600	77,600	.00	.00	.00	.00
101-33126	FEDERAL OJP VEST AID	.00	.00	1,909	.00	1,909-	.00
101-33127	FEDERAL AID - ARPA	184,891	.00	.00	.00	.00	.00
101-33159	FEDERAL OJP BODY-WORN CAME	.00	.00	.00	.00	.00	.00
101-33160	FEDERAL COPS GRANT FUNDS	.00	.00	.00	.00	.00	.00
101-33161	FEDERAL CARES ACT FUNDS	.00	.00	.00	.00	.00	.00
101-33165	FEDERAL AID-WAGON WHEEL PRO	.00	.00	.00	.00	.00	.00
101-33166	FEDERAL AID - WALNUT STREET	.00	.00	.00	.00	.00	600,000

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-33167	FEDERAL GRANT - RAILROAD	.00	.00	.00	.00	.00	229,600
Budget notes: 2026 - Railroad Crossing Elimination Grant							
101-33401	LOCAL GOVERNMENT AID	684,957	796,400	398,493	796,985	398,493	798,258
101-33402	MARKET VALUE HOMESTEAD CRE	.00	.00	.00	.00	.00	.00
101-33403	STATE MV CREDIT - AGRICULTURA	.00	.00	.00	.00	.00	.00
101-33404	STATE AID-MN DOT	57,680	66,868	19,182	229,000	209,818	16,000
Budget notes: ~2024 \$12,000 Tesla Grant ~2025 \$12,000 Tesla \$16,000 Carbon Reduction Funds (2 new vehicles) \$201,000 S 6th Street ~2026 \$16,000 Equinox CRP Funds							
101-33405	STATE AID-DISASTER CREDIT	.00	.00	.00	.00	.00	.00
101-33416	STATE AID-POLICE TRNG REIMB.	8,082	7,096	7,955	8,000	45	8,000
101-33418	STATE AID FOR STREET MAINT.	64,063	69,889	76,317	70,000	6,317-	80,000
Budget notes: 25% of allotted MSA Funding							
101-33419	STATE AID FOR STREET CONST.	.00	.00	411,553	412,000	447	900,000
Budget notes: ~2025 Oak Street Project ~2026 Walnut Street							
101-33420	STATE FIRE DEPT AID	49,263	54,319	55,970	35,000	20,970-	40,000
Budget notes: Pass-thru to Firefighters Relief Assoc.(comes in Oct)							
101-33424	STATE FLOOD RELIEF AID	.00	9,037	14,372	.00	14,372-	.00
101-33425	STATE PERA AID	.00	.00	.00	.00	.00	.00
101-33427	STATE - MPO - WAGON WHEEL	.00	.00	.00	.00	.00	.00
101-33428	STATE POLICE AID & GRANTS	307,785	85,130	108,939	75,000	33,939-	85,000
Budget notes: Funding comes in October							
101-33429	STATE OF MN-ELECTION FUNDING	.00	4,045	.00	.00	.00	4,000
101-33430	STATE TRANSIT FUNDING	207,160	279,112	283,994	283,994	.00	213,178
Budget notes: Pass-thru to City of La Crosse - MTU							
101-33432	STATE AID - WAGON WHEEL PROJ.	113,921	.00	374,850	.00	374,850-	.00
101-33433	STATE-MNDOT LANDSCAPE PARTN	6,235	.00	.00	8,000	8,000	8,000

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-33434	STATE GRANT-MN DOT PROJECT	48,253	.00	.00	348,011	348,011	<u>2,303,950</u>
Budget notes: ~2023 MN DOT BOOST GRANT SRTS Funding up to \$33,061.00, no city match ~2025 Safe Routes to School Grant ~2026 Walnut LRIP \$1,500,000 Redwood SRTS \$410,000 Maple St Active Transportation \$363,366 MNDOT IJJA Railroad \$30,650							
101-33435	STATE AID-LOCAL PERFORMANCE	.00	.00	.00	.00	.00	<u>.00</u>
101-33436	STATE AID - MN DNR	.00	9,209	9,965	549,700	539,735	<u>.00</u>
Budget notes: ~2025 \$40,700 CPL Grant Stoney Pt \$500,000 CPL Grant Pine Creek \$9,000 Releaf Grant							
101-33437	STATE GRANT - MPCA	.00	85,356	7,362	.00	7,362-	<u>1,052,430</u>
Budget notes: ~2026 Redwood Stormwater Improvement							
101-33438	STATE GRANT-COMM. OF COMMER	.00	.00	.00	.00	.00	<u>.00</u>
101-33439	STATE GRANT - MN DEPT LABOR	.00	25,189	31,498	20,000	11,498-	<u>.00</u>
Budget notes: ~2024 BOT GRANT ~2025 BOT GRANT							
101-33440	STATE GRANT - MN DEPT HEALTH	.00	7,000	.00	.00	.00	<u>.00</u>
Budget notes: 2024: Source Water Protection Implementation Grant - Stormwater Murals ~2024 2024: Source Water Protection Implementation Grant - Stormwater Murals							
101-33441	STATE GRANT - MN DNR	.00	.00	146,357	.00	146,357-	<u>392,189</u>
Budget notes: ~2026 Wieser Park Outdoor Rec Grant \$277,314 CPL PH II - Stoney Pt \$49,875 CPL Forest Restoration Blufflands \$50,000 Releaf Grant \$10,000 CPL Ph I - Stoney Pt \$5,000							
101-33442	STATE GRANT - MN DEPT COMMER	.00	.00	30,600	.00	30,600-	<u>.00</u>
101-33624	HO. CO. PD ASSISTANCE AID-TZD	2,464	.00	.00	1,500	1,500	<u>1,500</u>
101-33625	HO. CO. - SHIP GRANT FUNDING	3,303	.00	8,500	5,000	3,500-	<u>5,000</u>
101-33626	HO. CO.-CONSTRUCTION PROJ AID	.00	.00	.00	50,000	50,000	<u>.00</u>
Budget notes: ~2025 \$50,000 S 6th Street							
101-33627	HO CO VOTER/ELECTION FUNDS	.00	1,740	1,167	.00	1,167-	<u>.00</u>
101-33628	HO CO - ROOT RIVER SWCD	.00	.00	67,948	.00	67,948-	<u>.00</u>

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-33630	WINONA CO-CONSTRUCTION PRO	.00	.00	.00	35,000	35,000	.00
Budget notes: ~2025 WinLac - CPL Pine Creek							
101-33640	ISD #300 AID - PEDESTRIAN XING	.00	.00	.00	.00	.00	.00
101-33641	GRANT-SO MN INITIATIVE FOUNDA	.00	.00	.00	.00	.00	.00
Total INTERGOVERNMENTAL AID:		1,815,657	1,608,113	2,090,312	2,927,190	836,878	6,737,105
PUBLIC CHARGES FOR SERVICE							
101-34102	RECORDING OF LEGAL INSTRU	.00	.00	.00	.00	.00	.00
101-34103	ZONING & SUBDIVISION FEES	650	.00	250	200	50-	200
101-34105	SALE OF MAPS & PUBLICATIONS	.00	.00	.00	.00	.00	.00
101-34110	PLAN CHECK FEES	21,284	15,370	12,210	17,500	5,290	15,000
101-34112	COPY & FAX CHARGES	54	28	2	.00	2-	.00
101-34113	SITE PLANNING FEE	.00	.00	.00	.00	.00	.00
101-34114	ANNEXATION FILING FEE	.00	.00	.00	.00	.00	.00
101-34115	INVESTIGATION FEE-BLDG/ZNG	50	.00	.00	.00	.00	.00
101-34201	SPECIAL POLICE SERVICES	1,077	184	.00	750	750	750
101-34202	ISD#300 POLICE LIASON FUNDING	.00	.00	.00	.00	.00	.00
101-34203	ACCIDENT/DRIVING RECORDS/CD'	16	.00	.00	.00	.00	.00
101-34204	FINGERPRINTING/BACKGRND FEE	3,325	3,465	2,090	3,200	1,110	3,200
101-34205	TRANSCRIPTION SERVICES	.00	.00	.00	.00	.00	.00
101-34206	POLICE NSF COLLECTION SERVIC	.00	.00	.00	.00	.00	.00
101-34302	STREET & STREET SIGN REPAIRS	.00	.00	.00	.00	.00	.00
101-34303	STREET SWEEPING	.00	5,000	.00	2,000	2,000	2,000
101-34304	SNOW REMOVAL	150	.00	.00	.00	.00	.00
101-34305	VEHICLE IMPOUND	200	.00	.00	.00	.00	.00
101-34306	TRANSPORTATION PLAN REVENUE	.00	.00	.00	.00	.00	.00
101-34405	WEED CUTTING,CONTROL, MOW	550	713	.00	500	500	500
101-34409	BRUSH SITE USAGE FEE-TOWNHSI	.00	.00	.00	2,000	2,000	2,000
101-34718	POOL SOFT DRINK REBATE	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-34719	SWIMMING POOL ADMISSIONS	57,660	60,228	46,213	55,000	8,787	<u>55,000</u>
101-34720	POOL MEMBERSHIPS-FAMILY-CITY	26,864	26,667	24,258	25,000	742	<u>25,000</u>
101-34721	POOL MEMBERSHIPS-SINGLE-CITY	3,322	3,378	3,916	3,500	416-	<u>3,500</u>
101-34722	CONCESSIONS - POOL	29,200	29,024	28,371	27,500	871-	<u>29,000</u>
101-34723	SWIM POOL ID PICTURES	.00	.00	.00	.00	.00	<u>.00</u>
101-34724	BASEBALL PROGRAM - CITY	2,096	2,419	.00	.00	.00	<u>.00</u>
101-34725	SOFTBALL PROGRAM - CITY	1,170	1,305	.00	.00	.00	<u>.00</u>
101-34726	GYMNASTICS LESSONS - CITY	.00	.00	.00	.00	.00	<u>.00</u>
101-34727	SWIMMING LESSONS - CITY	15,130	15,095	15,040	15,000	40-	<u>16,000</u>
101-34728	TENNIS LESSONS - CITY	2,920	2,790	.00	.00	.00	<u>.00</u>
101-34729	TOWNSHIP FEES	24,057	28,196	.00	10,000	10,000	<u>15,000</u>
101-34731	GOLF LESSONS - CITY	2,030	1,225	.00	.00	.00	<u>.00</u>
101-34732	BASKETBALL LESSONS - CITY	1,510	2,720	.00	.00	.00	<u>.00</u>
101-34733	VOLLEYBALL LESSONS - CITY	1,220	855	.00	.00	.00	<u>.00</u>
101-34734	YOUTH TRIATHLON ENTRY FEE	.00	.00	.00	.00	.00	<u>.00</u>
101-34736	BASEBALL PROGRAM - TOWNSHIP	487	632	.00	.00	.00	<u>.00</u>
101-34737	SOFTBALL PROGRAM - TOWNSHIP	112	253	.00	.00	.00	<u>.00</u>
101-34738	GOLF LESSONS - TOWNSHIP	450	705	.00	.00	.00	<u>.00</u>
101-34739	VOLLEYBALL LESSONS - TOWNSHI	240	405	.00	.00	.00	<u>.00</u>
101-34740	BASKETBALL LESSONS - TOWNSHI	450	460	.00	.00	.00	<u>.00</u>
101-34741	SWIMMING LESSONS - TOWNSHIP	6,135	5,690	6,400	5,500	900-	<u>6,000</u>
101-34742	POOL MEMB. - FAMILY - TOWNSHIP	6,124	5,684	5,769	5,500	269-	<u>5,500</u>
101-34743	POOL MEMB. - SINGLE - TOWNSHIP	646	711	1,011	700	311-	<u>800</u>
101-34744	TENNIS LESSONS - TOWNSHIP	680	540	.00	.00	.00	<u>.00</u>
101-34745	BASEBALL PROGRAM - OTHER	725	720	.00	.00	.00	<u>.00</u>
101-34746	SOFTBALL PROGRAM - OTHER	220	318	.00	.00	.00	<u>.00</u>
101-34747	GOLF LESSONS - OTHER	870	1,060	.00	.00	.00	<u>.00</u>
101-34748	VOLLEYBALL LESSONS-OTHER	85	385	.00	.00	.00	<u>.00</u>

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-34749	BASKETBALL LESSONS - OTHER	235	495	.00	.00	.00	.00
101-34750	SWIMMING LESSONS - OTHER	5,715	6,710	6,325	6,500	175	6,500
101-34751	POOL MEMB. - FAMILY - OTHER	5,408	7,612	5,109	7,000	1,891	6,000
101-34752	POOL MEMB. - SINGLE - OTHER	1,642	1,142	1,754	1,200	554-	1,500
101-34753	TENNIS LESSONS - OTHER	360	605	.00	.00	.00	.00
101-34754	LOG ROLLING LESSONS - CITY	480	315	135	500	365	100
101-34755	LOG ROLLING LESSONS - TOWNSH	200	225	495	200	295-	500
101-34756	LOG ROLLING LESSONS - OTHER	225	55	.00	100	100	100
101-34757	SWIM TEAM - CITY	823	926	1,053	850	203-	1,000
101-34758	SWIM TEAM - TOWNSHIP	430	304	379	300	79-	350
101-34759	SWIM TEAM - OTHER	337	268	309	250	59-	250
101-34780	PARK USE FEES	10,064	12,202	19,657	16,000	3,657-	22,000
101-34781	DONATIONS	.00	.00	.00	.00	.00	.00
101-34950	SEMINAR REGIST FEES-BLDG/ZNG	.00	.00	.00	.00	.00	.00
Total PUBLIC CHARGES FOR SERVICE:		237,679	247,083	180,745	206,750	26,005	217,750
FINES & FORFEITURES							
101-35101	COURT FINES	19,566	17,428	10,810	13,000	2,190	13,000
101-35102	PARKING FINES	180	40	.00	.00	.00	.00
101-35103	ADMINISTRATIVE COMPLAINT	.00	.00	.00	.00	.00	.00
101-35104	ANIMAL CONTROL PICKUP FEE	.00	.00	.00	.00	.00	.00
101-35105	ANIMAL CONTROL KENNEL BOA	.00	.00	.00	.00	.00	.00
101-35107	RESTITUTION-COURT ORDERED	.00	.00	.00	.00	.00	.00
101-35108	PROSECUTION FEES	.00	.00	.00	.00	.00	.00
101-35200	FORFEITURES-POLICE DEPT	.00	.00	.00	.00	.00	.00
Budget notes: MN Surplus Auction							
Total FINES & FORFEITURES:		19,746	17,468	10,810	13,000	2,190	13,000
SPECIAL ASSESSMENTS							
101-36101	SPECIAL ASSESSMENTS-ALLEYS&	.00	.00	2,406	.00	2,406-	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-36102	SPECIAL ASSMTS - INTEREST	103	140	.00	.00	.00	.00
101-36103	SPECIAL ASSMTS-STORM WATER	.00	.00	.00	.00	.00	.00
101-36104	PAYMENT IN LIEU OF SPEC ASSMT	.00	.00	.00	.00	.00	.00
101-36200	MISCELLANEOUS REVENUE	41,475	247,398	2,192,341	.00	2,192,341-	.00
101-36201	UNCLAIMED PROPERTY	.00	308	.00	.00	.00	.00
101-36202	BAD CHECK CHARGE	70	10	20	.00	20-	.00
101-36210	INTEREST ON INVESTMENTS	22,520	30,776	1,763	10,000	8,237	20,000
101-36211	MARKET VALUE ADJUSTMENT	.00	.00	.00	.00	.00	.00
101-36220	LAND LEASE PAYMENTS	4,186	.00	8,752	22,000	13,248	4,573
Budget notes:							
Truss Specialists							
101-36221	RENTAL PROPERTY - HOUSE	.00	10	.00	.00	.00	.00
101-36222	SOLAR RENT-MAINT/ANIMAL/RADI	350	250	250	150	100-	250
Budget notes:							
Annual Solar Equipment & Roof Rental							
101-36230	CONTRIB./DONATIONS-PRIVATE	15,132	23,380	4,401	.00	4,401-	.00
101-36232	WELLNESS INCENTIVE PROG-SSC	.00	.00	.00	.00	.00	.00
Budget notes:							
Pass-thru funding from Southeast Service Cooperative (see Expense Acct. 101-41400-210)							
101-36233	CONTRIBUTIONS EDA PROJECTS	.00	.00	.00	.00	.00	.00
101-36234	GRANTS/REBATES-GREEN STEPS	.00	.00	1,362	.00	1,362-	.00
101-36235	GRANT FUNDS-USTA	.00	.00	.00	.00	.00	.00
101-36236	NEIGHBORS NIGHT OUT DONATIO	4,226	1,535	5,025	2,000	3,025-	3,500
101-36240	INSURANCE REBATE, DIVIDEN	4,438	11,373	.00	5,000	5,000	5,000
101-36241	INSURANCE REIMBURSEMENT	36	37	54,501	.00	54,501-	.00
101-36242	FEDERAL EXCISE TAX REFUND	313	551	.00	300	300	300
101-36243	CAPITAL CR.-ACE TELEPHONE	1,676	.00	1,702	1,500	202-	1,500
Budget notes:							
Est. - Board meets last Wed. in October (pymt usually comes Nov)							
101-36244	SESQUECENTENIAL REVENUES	.00	.00	.00	.00	.00	.00
101-36330	GRANTS - PRIVATE - OTHER	.00	25,000	.00	.00	.00	.00

		2023	2024	2025	2025	2025	2026
Account Number	Account Title	Pri Year 2 Actual	Pri Year Actual	Cur YTD Actual	Current year Budget	Current YTD Remaining	Proposed Budget
Total SPECIAL ASSESSMENTS:		94,524	340,768	2,272,523	40,950	2,231,573-	35,123
MISCELLANEOUS REVENUE							
101-37160	PENALTIES	205	30	.00	.00	.00	.00
101-37325	DISPOSAL USAGE FEE-TWNSHP	.00	.00	.00	.00	.00	.00
101-37920	VENDING MACHINE REVENUE	236	228	.00	.00	.00	.00
Total MISCELLANEOUS REVENUE:		441	258	.00	.00	.00	.00
SOURCE: 38							
101-38081	BUILDING LEASE - ANIMAL RESCU	.00	1,624	.00	6,600	6,600	6,800
Total SOURCE: 38:		.00	1,624	.00	6,600	6,600	6,800
OTHER FINANCING SOURCES							
101-39101	SALE OF GENERAL FIXED ASS	11,667	110,964	.00	.00	.00	.00
101-39200	INTERFUND OPER. TRANSFERS	.00	.00	.00	.00	.00	.00
101-39201	TRANSFER FROM CAPITAL PROJ.	65,807	.00	.00	.00	.00	112,170
Budget notes:							
~2026 Total 2024 & 2025 Donations to Wieser Park Ph II Improvements							
101-39202	CONTRIBUTION FROM ENTERPR	.00	.00	.00	.00	.00	.00
101-39203	TRANSFER FROM SPEC REV FUND	.00	.00	.00	60,000	60,000	.00
Budget notes:							
~2025 Gundersen TIF - So. 2nd St. Reconst. - \$60,000							
101-39204	TRANSFER FROM DEBT SERV.	.00	.00	.00	.00	.00	.00
101-39300	BOND PROCEEDS	.00	.00	.00	412,000	412,000	3,293,000
Budget notes:							
~2025 \$412,000 S 6th Street							
~2026 Street Imp Projects							
Walnut St \$1,640,000							
Maple St \$822,000							
Redwood St \$831,000							
101-39301	NOTE PROCEEDS	.00	.00	.00	.00	.00	.00
101-39330	INCEPTION - CAPITAL LEASE	49,320	.00	.00	.00	.00	.00
Total OTHER FINANCING SOURCES:		126,794	110,964	.00	472,000	472,000	3,405,170
COUNCIL							
COUNCIL							
101-41100-101	WAGES & SALARIES-REGULAR	32,700	32,700	27,250	32,700	5,450	32,700
Budget notes:							
\$625/Month Mayor							

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
	\$4,600 - Discretionary						
	~2024 \$350 Metro Watershed						
	\$6,720 LCM						
	\$2,150 LAPC						
	\$9,926 GCMC						
	\$40 SEMLM						
	\$30 LMC Mayor						
	\$19,417.84 Discretionary						
	~2025 \$350 Metro Watershed						
	\$6,720 LCM						
	\$2,150 LAPC						
	\$9,926 GCMC						
	\$40 SEMLM						
	\$30 LMC Mayor						
	\$19,417.84 Discretionary						
	~2026 \$350 Metro Watershed						
	\$7,066 LCM - League of MN Cities						
	\$4,300 LAPC - La Crosse Area Planning Commission						
	\$10,700 CGMC - Coalition of Greater MN Cities						
	\$50 SEMLM						
	\$30 LMC Mayor						
	\$770 MS4						
	\$9,734 Discretionary						
101-41100-490	DONATIONS TO OTHER PROG.	.00	.00	.00	.00	.00	.00
	Budget notes:						
	Pass-Thru						
	American Legion Donations						
101-41100-491	2% FIRE RELIEF ASSOC PYMT	49,263	54,319	63,456	35,000	28,456-	40,000
	Budget notes:						
	Pass-Thru from State to Relief Association						
	(see 101-33420)						
101-41100-492	TAX ABATEMENT PAYMENTS	.00	.00	.00	.00	.00	.00
	Budget notes:						
	Walnut Street Properties						
101-41100-720	OPERATING TRANSFER	.00	.00	.00	.00	.00	.00
	Total COUNCIL:	210,852	231,778	242,204	211,829	30,375-	215,554
CITY CLERK							
101-41400-101	WAGES & SALARIES-REGULAR	140,103	165,034	147,481	171,600	24,119	178,464
101-41400-102	WAGES & SALARIES-OT	1,860	1,897	1,223	2,200	977	2,310
101-41400-111	SEVERANCE PAY-CLERK	.00	.00	.00	.00	.00	.00
101-41400-121	FICA CONTRIBUTIONS	10,576	12,288	11,391	13,200	1,809	13,730
	Budget notes:						
	7.65%						
101-41400-122	PERA CONTRIBUTIONS	9,300	11,180	10,590	12,900	2,310	13,420
	Budget notes:						
	7.5%						

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-41400-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	795
Budget notes: 2026 - 0.44% Employer							
101-41400-131	EMPLOYER PAID HEALTH INS.	16,215	17,385	15,529	25,000	9,471	28,000
101-41400-152	WC BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-41400-200	OFFICE SUPPLIES	12,004	8,455	7,083	8,000	917	8,000
101-41400-210	WELLNESS INCENTIVE PROG-SSC	.00	.00	.00	.00	.00	.00
Budget notes: Pass-thru funding from Southeast Service Cooperative (see Revenue Acct. 101-36232)							
101-41400-300	PROFESSIONAL SERVICES	8,028	11,922	8,318	10,000	1,682	9,000
101-41400-301	ACCTG & AUDITING SERVICES	19,796	21,895	50,821	40,000	10,821-	50,000
Budget notes: Winona County Assmt. Fees Annual City Audit Fees							
101-41400-310	OTHER CONTRACTED SERVICES	21,676	15,850	7,616	25,000	17,384	30,000
Budget notes: ~2023 \$12,300 Document Management Services ~2024 \$14,000 Document Management Services ~2026 CivicPlus - Social Media Archive \$4,000 Tri-State - Copy Machine Maint \$1,700 Morris - IT Support \$10,000 CivicPlus - Website & Agenda Management \$14,000							
101-41400-321	TELEPHONE	5,075	5,506	4,639	5,200	561	5,500
101-41400-322	POSTAGE	2,193	2,415	2,186	2,000	186-	2,000
101-41400-325	NEWSLETTER	190	1,458	3,889	500	3,389-	3,800
101-41400-331	TRAVEL EXPENSE	2,405	196	170	2,500	2,330	1,000
101-41400-350	PRINTING & PUBLISHING	722	104	124	700	576	500
101-41400-360	INSURANCE	148,223	151,630	4,580	140,000	135,420	140,000
101-41400-365	ACA TRP FEE	.00	.00	.00	.00	.00	.00
101-41400-404	REPAIR/MAINT-EQUIPMENT	.00	595	.00	.00	.00	.00
101-41400-406	REPAIR/MAINT-COMPUTERS	.00	.00	.00	500	500	500
101-41400-430	MISCELLANEOUS	2,169	136	.00	.00	.00	.00
101-41400-431	CASH OVER/SHORT	.00	2	101	.00	101-	.00
101-41400-433	DUES AND SUBSCRIPTIONS	2,818	2,637	1,611	2,500	889	2,500

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-41400-437	PROPERTY TAX EXPENSE	.00	.00	.00	.00	.00	.00
101-41400-490	DONATIONS TO OTHER PROG.	.00	.00	.00	.00	.00	.00
Budget notes: Pass-Thru							
Total CITY CLERK:		403,352	430,584	277,352	462,800	185,448	490,519
ELECTIONS							
101-41410-101	WAGES & SALARIES-REGULAR	.00	15,145	.00	.00	.00	16,000
101-41410-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	75
Budget notes: 2026 - 0.44% Employer							
101-41410-218	SAFETY EQUIPMENT & STRUCTUR	.00	.00	.00	.00	.00	.00
101-41410-331	TRAVEL & TRAINING EXPENSE	.00	2,916	.00	.00	.00	3,000
Budget notes: Mileage & Meals							
101-41410-350	PRINTING & PUBLISHING	.00	12	.00	.00	.00	.00
Budget notes: Ballots & Notices in Paper							
101-41410-430	MISCELLANEOUS	.00	86	.00	.00	.00	.00
Budget notes: Meals							
Total ELECTIONS:		.00	18,159	.00	.00	.00	19,075
LEGAL SERVICES							
101-41600-304	LEGAL SERVICES-CITY CLERK	22,629	14,085	17,353	22,000	4,647	23,500
101-41600-305	LEGAL SERVICES-POLICE DEPT.	53,167	53,310	34,405	42,000	7,595	45,000
101-41600-306	LEGAL SERVICES-BLDG & ZONING	22,629	14,085	17,353	22,000	4,647	23,500
101-41600-308	LEGAL SERVICES-COUNCIL	22,629	14,085	17,353	22,000	4,647	28,500
Total LEGAL SERVICES:		121,056	95,565	86,463	108,000	21,537	120,500
CAPITAL OUTLAY							
101-41700-510	C.O.-LAND & LAND IMPROVEMENT	.00	.00	.00	.00	.00	397,028
Budget notes: ~2026 Wieser Park Ph II Improvements							
101-41700-520	C.O.-BLDGS & STRUCTURES	11,644	.00	51,000	.00	51,000-	13,500
Budget notes: ~2026 City Hall Plumbing Repair \$5000 Library Air Conditioner \$8500							

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-41700-521	C.O.-SWIMMING POOL	.00	.00	.00	.00	.00	.00
101-41700-540	C.O.-HEAVY MACHINERY	.00	.00	.00	.00	.00	.00
101-41700-550	C.O.-MOTOR VEHICLES	200,374	59,011	.00	.00	.00	.00
101-41700-570	C.O.-OFFICE EQUIP & FURNISHING	10,767	.00	.00	.00	.00	.00
101-41700-575	C.O.-COMPUTER EQUIPMENT	10,638	17,910	5,993	15,000	9,007	15,000
101-41700-576	C.O.-COMPUTER SOFTWARE	942	12,592	.00	25,000	25,000	.00
Budget notes:							
~2024 \$15,000 Park & Rec Signup							
\$20,000 Electronic Records Management							
~2025 \$20,000 Electronic Records Management							
101-41700-579	C.O.-RADIO/COMMUNICATION	.00	37,043	40,000	.00	40,000-	.00
101-41700-580	C.O.-OTHER EQUIPMENT	49,681	105,363	8,876	.00	8,876-	.00
101-41700-602	CAPITAL LEASE PRINCIPAL	88,408	9,827	19,514	24,000	4,486	24,650
Budget notes:							
~2024 PD Lease - Tesla City Share							
~2025 PD Lease - Tesla City Share							
2 additional vehicles							
~2026 Police Dept Tesla Lease							
Pub Works Equinox Lease							
101-41700-612	LONG TERM OBLIGATION INT.	2,555	5,479	6,724	6,000	724-	5,325
Budget notes:							
~2024 PD Lease - Tesla City Share							
~2026 Police Dept Tesla Lease							
Pub Works Equinox Lease							
101-41700-720	OPERATING TRANSFER	307,498	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		682,508	247,224	132,106	70,000	62,106-	455,503
CITY HALL							
101-41900-103	WAGES & SALARIES-PT	.00	.00	.00	.00	.00	.00
101-41900-121	FICA CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
Budget notes:							
7.65%							
101-41900-122	PERA CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
101-41900-131	EMPLOYER PAID HEALTH INS.	.00	.00	.00	.00	.00	.00
101-41900-211	CLEANING SUPPLIES	3,966	3,322	3,342	3,000	342-	3,500
101-41900-218	SAFETY EQUIPMENT AND SUPPLIE	.00	120	47	50	3	50
101-41900-240	SMALL TOOLS & MINOR EQUIP.	35	.00	.00	50	50	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-41900-310	CONTRACTED SERVICES	17,470	17,772	14,342	15,000	658	18,000
Budget notes: City Hall Cleaning & Pest Control Services							
101-41900-350	PRINTING & PUBLISHING	.00	.00	.00	.00	.00	.00
101-41900-381	UTILITIES-ELECTRIC	6,676	7,050	7,278	7,000	278	8,000
101-41900-383	UTILITIES-GAS	2,397	1,611	1,335	3,000	1,665	3,000
101-41900-401	REPAIR/MAINT-BUILDINGS	11,081	2,864	2,355	7,500	5,145	5,000
101-41900-404	REPAIR/MAINT-EQUIPMENT	337	825	428	750	322	750
101-41900-415	RENTALS-OTHER EQUIPMENT	479	480	439	600	161	600
Budget notes: Water Cooler							
101-41900-430	MISCELLANEOUS	181	508	.00	200	200	200
Total CITY HALL:		42,624	34,552	29,567	37,150	7,583	39,100

POLICE DEPARTMENT
POLICE DEPARTMENT

101-42100-101	WAGES & SALARIES-OFFICERS	645,018	711,893	585,814	728,000	142,186	787,920
101-42100-102	WAGES & SALARIES-OT	41,621	36,418	19,042	30,000	10,959	24,440
101-42100-103	WAGES & SALARIES-PT	7,703	4,081	52,036	20,000	32,036	10,000
101-42100-104	WAGES-POLICE RESERVES	10,804	15,015	20,171	10,500	9,671	12,000
101-42100-105	WAGES & SALARIES-CLERICAL	51,293	52,878	45,692	65,000	19,308	59,000
101-42100-106	HOLIDAY PAY	20,092	21,948	.00	24,000	24,000	28,000
101-42100-111	SEVERANCE PAY-PD	9,267	3,806	.00	.00	.00	.00
101-42100-112	AMMUNITION ALLOWANCE	3,788	52	.00	4,500	4,500	2,000
101-42100-113	UNIFORM ALLOWANCE	6,398	15,658	6,975	7,000	25	8,100
Budget notes: ~2023 - 8 Officers @ \$775 each ~2024 9 Officers @\$775 Each ~2025 9 Officers @\$775 Each ~2026 9 officers @\$900 each							
101-42100-115	GUN ALLOWANCE	1,700	.00	425	850	425	850

Budget notes:
~2023 - 2 Guns @ \$425
~2024 2 Guns @\$425
~2025 2 Guns @\$425
~2026 2 Guns @\$425

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-42100-121	FICA CONTRIBUTIONS	15,717	16,753	16,847	18,200	1,353	22,500
Budget notes: 1.45% - Chief and Officers 7.65% - Secretary & Reserves							
101-42100-122	PERA CONTRIBUTIONS	120,035	130,124	116,985	145,310	28,325	140,000
Budget notes: 17.7% Chief & Police Officers 7.5% Clerical							
101-42100-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	4,149
Budget notes: 2026 - 0.44% Employer							
101-42100-131	EMPLOYER PAID HEALTH INS.	102,947	63,293	53,645	60,000	6,355	72,800
101-42100-132	EMPLOYER PD PERA DISAB INS	.00	.00	.00	.00	.00	.00
101-42100-142	UNEMPLOY COMP BENEFITS	81	218	.00	.00	.00	.00
101-42100-152	WORKERS COMP BENEFITS	1,205	1,039	2,271	1,000	1,271-	1,000
101-42100-200	OFFICE SUPPLIES	4,039	3,741	2,137	3,000	863	3,000
101-42100-207	NEIGHBORS NIGHT OUT EXPENSE	5,728	5,236	2,985	4,000	1,015	4,000
101-42100-210	OPERATING SUPPLIES	1,588	1,183	380	2,000	1,620	1,000
101-42100-212	MOTOR FUELS/LUBRICANTS	20,537	13,836	11,237	20,000	8,763	15,000
101-42100-217	UNIFORMS - POLICE/ RESERVES	5,221	2,925	1,152	2,000	848	2,000
101-42100-218	SAFETY EQUIPMENT	337	743	780	1,000	220	1,000
101-42100-240	SMALL TOOLS & MINOR EQUIPMEN	406	1,362	2,503	750	1,753-	500
101-42100-300	PROFESSIONAL SERVICES	10,361	2,885	519	2,000	1,481	2,000
101-42100-310	CONTRACTED SERVICES	9,290	10,955	10,856	20,000	9,144	12,000
Budget notes: ~2026 Morris IT Support Tri-State Copy Machine Maint							
101-42100-321	TELEPHONE	10,569	10,300	7,870	12,000	4,130	10,000
101-42100-322	POSTAGE	294	409	309	300	9-	400
101-42100-331	TRAVEL EXPENSE	18,375	14,356	13,035	12,000	1,035-	12,000
101-42100-350	PRINTING & PUBLISHING	477	.00	.00	200	200	200
101-42100-404	REPAIR/MAINT-EQUIPMENT	1,646	1,236	982	3,000	2,018	2,000
101-42100-405	REPAIR/MAINT-VEHICLES	10,375	11,776	8,096	11,000	2,904	11,000

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-42100-406	REPAIRS/MAINT-COMPUTERS	32	56	.00	100	100	100
101-42100-415	RENTALS-OTHER EQUIPMENT	479	480	439	500	61	500
101-42100-430	MISCELLANEOUS	.00	663	.00	.00	.00	.00
101-42100-433	DUES AND SUBSCRIPTIONS	7,385	8,158	9,869	8,000	1,869-	8,000
101-42100-580	POLICE - CAPITAL EQUIP.	.00	.00	.00	.00	.00	.00
Total POLICE DEPARTMENT:		1,144,812	1,163,369	993,050	1,216,210	223,160	1,257,459
FIRE DEPARTMENT							
101-42200-720	OPERATING TRANSFER	259,234	271,648	.00	230,000	230,000	240,000
Budget notes:							
City Share of Fire Dept. Budget							
Total FIRE DEPARTMENT:		259,234	271,648	.00	230,000	230,000	240,000
BUILDING/ZONING							
101-42400-101	WAGES & SALARIES-REGULAR	46,248	66,558	59,760	69,000	9,240	71,760
101-42400-102	WAGES & SALARIES-OT	10	70	.00	500	500	100
101-42400-103	WAGES & SALARIES-PT	2,050	500	.00	2,500	2,500	2,500
Budget notes:							
- Planning Commission Members \$50/meeting							
101-42400-111	SEVERANCE PAY-BLDG/ZONING	.00	.00	.00	.00	.00	.00
101-42400-119	TECHNOLOGY ALLOWANCE	1,000	1,000	.00	1,000	1,000	1,000
101-42400-121	FICA CONTRIBUTIONS	3,695	5,137	4,775	5,300	525	5,800
Budget notes:							
7.65%							
101-42400-122	PERA CONTRIBUTIONS	2,935	4,255	4,048	5,200	1,152	5,400
Budget notes:							
7.5%							
101-42400-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	327
Budget notes:							
2026 - 0.44%							
101-42400-131	EMPLOYER PAID HEALTH INS.	.00	.00	.00	.00	.00	.00
101-42400-152	WORKERS COMP BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-42400-200	OFFICE SUPPLIES	2,185	3,226	244	3,000	2,756	3,500
101-42400-207	TRAINING & INSTRUCTIONAL COST	.00	.00	.00	.00	.00	.00
101-42400-212	MOTOR FUELS/LUBRICANTS	1,237	1,489	639	2,000	1,361	1,500

Budget notes:
~2024 Heart Safe Promo Products
~2025 Heart Safe Promo Products

		2023	2024	2025	2025	2025	2026
Account Number	Account Title	Pri Year 2 Actual	Pri Year Actual	Cur YTD Actual	Current year Budget	Current YTD Remaining	Proposed Budget
101-42500-321	TELEPHONE	.00	.00	.00	.00	.00	.00
101-42500-322	POSTAGE	.00	.00	.00	.00	.00	.00
101-42500-331	TRAVEL & TRAINING EXPENSE	.00	.00	.00	.00	.00	.00
101-42500-403	2007 FLOOD EXPENSES	.00	.00	.00	.00	.00	.00
101-42500-404	REPAIR/MAINT-EQUIPMENT	4,105	2,024	2,269	2,200	69-	2,200
Budget notes: Sirens, Boat & UTV Repairs							
101-42500-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
Total EMERGENCY SERVICES:		4,105	2,024	2,437	3,200	763	2,200
ANIMAL CONTROL							
101-42700-210	OPERATING SUPPLIES	280	171	181	200	19	200
101-42700-310	CONTRACTED SERVICES	5,100	7,500	7,500	7,500	.00	7,500
101-42700-322	POSTAGE	63	42	33	100	67	100
Budget notes: Animal Licensing Notices							
101-42700-381	UTILITIES-ELECTRIC-ANIMAL	2,406	2,481	2,049	3,000	951	3,200
101-42700-382	UTILITIES-WATER/SEWER-ANIMAL	1,133	1,253	951	1,000	49	1,000
101-42700-383	GAS UTILITIES - ANIMAL SHELTER	1,250	915	980	1,500	520	1,500
101-42700-384	REFUSE DISPOSAL-ANIMAL SHELT	890	917	764	1,100	336	1,100
101-42700-401	REPAIR/MAINT-BUILDINGS	429	.00	465	3,000	2,535	1,000
101-42700-404	REPAIR/MAINT-EQUIPMENT	.00	.00	.00	.00	.00	.00
101-42700-520	C.O.-BLDGS & STRUCTURES-ANIM	.00	.00	.00	.00	.00	.00
Total ANIMAL CONTROL:		11,550	13,279	12,924	17,400	4,476	15,600
PUBLIC WORKS							
PUBLIC WORKS							
101-43050-101	WAGES & SALARIES-REGULAR	106,556	111,597	97,090	118,000	20,910	122,720
101-43050-102	WAGES & SALARIES-OT	.00	.00	.00	.00	.00	.00
101-43050-103	WAGES & SALARIES-PT-INTERNSHI	.00	.00	.00	.00	.00	.00
101-43050-111	SEVERANCE PAY-PUBLIC WORKS	.00	.00	.00	.00	.00	5,000
101-43050-121	FICA CONTRIBUTIONS	8,131	8,456	7,777	9,000	1,223	9,500
Budget notes: 7.65%							

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-43050-122	PERA CONTRIBUTIONS	7,314	7,606	6,995	8,900	1,905	9,200
Budget notes: 7.5%							
101-43050-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	540
Budget notes: 2026 - 0.44%							
101-43050-131	EMPLOYER PAID HEALTH INS.	.00	.00	.00	.00	.00	.00
101-43050-200	OFFICE SUPPLIES	714	113	96	200	104	200
101-43050-212	MOTOR FUELS/LUBRICANTS	354	250	187	500	313	250
101-43050-300	PROFESSIONAL SERVICES	.00	128	564	.00	564-	.00
101-43050-310	CONTRACTED SERVICES	3,546	4,449	4,521	4,000	521-	4,500
101-43050-321	TELEPHONE	1,329	1,690	1,420	1,400	20-	1,400
101-43050-322	POSTAGE	316	231	167	250	83	250
101-43050-331	TRAVEL EXPENSE	1,658	1,780	2,122	1,500	622-	2,000
101-43050-350	PRINTING & PUBLISHING	986	65	.00	200	200	100
101-43050-405	REPAIR/MAINT-VEHICLES	171	21	73	500	427	250
101-43050-433	DUES AND SUBSCRIPTIONS	35	35	35	100	65	50
Total PUBLIC WORKS:		131,109	136,420	121,048	144,550	23,502	155,960
STREETS & ALLEYS							
101-43100-101	WAGES & SALARIES-REGULAR	178,736	193,052	172,794	192,400	19,606	204,500
101-43100-102	WAGES & SALARIES-OT	11,226	9,160	8,853	13,000	4,147	13,500
101-43100-103	WAGES & SALARIES-PT	12,866	13,156	9,057	18,400	9,343	15,000
101-43100-111	SEVERANCE PAY	.00	.00	.00	.00	.00	.00
101-43100-121	FICA CONTRIBUTIONS	15,421	16,006	14,964	17,000	2,036	18,000
Budget notes: 7.65%							
101-43100-122	PERA CONTRIBUTIONS	13,550	14,144	13,378	14,600	1,222	16,300
Budget notes: 7.5%							
101-43100-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	1,025
Budget notes: 2026 - 0.44% Employer							
101-43100-131	EMPLOYER PAID HEALTH INS	26,291	26,108	17,204	26,000	8,796	20,000

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-43100-142	UNEMPLOY COMP BENEFITS	804	.00	973	.00	973-	1,000
101-43100-152	WORKERS COMP BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-43100-200	OFFICE SUPPLIES	2,274	171	436	1,000	564	500
101-43100-211	CLEANING SUPPLIES	526	163	228	750	522	500
101-43100-212	MOTOR FUELS/LUBRICANTS	16,247	13,648	9,571	16,000	6,429	16,000
101-43100-217	UNIFORMS	2,082	2,498	1,074	1,500	426	2,000
101-43100-218	SAFETY EQUIPMENT	2,634	2,913	2,707	1,500	1,207-	2,000
101-43100-220	SUPL, CR. ROCK,SALT,SAND,	18,071	30,431	19,077	24,000	4,923	40,000
101-43100-221	TREES	.00	.00	.00	.00	.00	.00
101-43100-224	STREET MAINTENACE MAT'LS	15,570	12,327	7,800	15,000	7,200	12,000
101-43100-225	LANDSCAPING MATERIALS	8,054	13,469	17,108	11,000	6,108-	13,000
Budget notes:							
~2023 - \$8,000 MNDOT Landscaping Partnership							
- \$3,000 Landscaping Flower Beds & Trees							
~2024 \$8,000 MN DOT Landscape Partnership							
~2025 \$8,000 MN DOT Landscape Partnership							
~2026 \$8,000 MN DOT Landscape Partnership							
101-43100-227	STORM DRAIN MAINTENANCE	6,773	20,180	4,900	15,000	10,100	10,000
101-43100-240	SMALL TOOLS & MINOR EQUIPMEN	5,424	5,204	7,490	4,000	3,490-	4,000
101-43100-300	PROFESSIONAL SERVICES	27,796	7,003	13	1,000	988	1,000
101-43100-302	ENGINEERING FEES-ST AID STREE	.00	.00	.00	62,000	62,000	.00
Budget notes:							
~2025 \$62,000 Oak Street Engineering WHKS							
101-43100-303	ENIGINEERING FEES	193,321	171,502	245,866	226,000	19,866-	1,559,000
Budget notes:							
~2025 \$71,000 Safe Routes To School							
\$60,000 CPL Pine Creek Restoration							
\$95,000 S 6th Street							
~2026 Walnut St \$720,000							
Maple St \$172,000							
Redwood St \$280,000							
SRTS \$100,000							
Railroad Crossing Elimination \$287,000							
101-43100-310	CONTRACTED SERVICES	2,135	7,324	5,142	4,000	1,142-	4,500
101-43100-321	TELEPHONE	2,084	2,943	2,442	2,300	142-	2,600
101-43100-322	POSTAGE	27	.00	203	.00	203-	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-43100-331	TRAVEL EXPENSE	1,532	582	697	1,000	303	1,000
101-43100-350	PRINTING & PUBLISHING	88	9	96	500	404	100
101-43100-365	INSURANCE DEDUCTIBLE	1,000	.00	.00	1,000	1,000	1,000
101-43100-381	UTILITIES-ELECTRIC	87,818	81,014	79,945	80,000	55	85,000
101-43100-383	UTILITIES GAS	4,767	3,259	2,644	5,500	2,856	5,000
101-43100-384	REFUSE DISPOSAL	4,396	4,984	3,047	4,000	953	4,000
101-43100-401	REPAIR/MAINT-BUILDINGS	3,952	6,059	811	12,000	11,189	6,000
Budget notes:							
~2025 \$10,000 Maintenance Shop Heater							
101-43100-402	REPAIR/MAINT-STRUCTURES	18,594	3,163	2,448	5,000	2,552	3,500
Budget notes:							
Street Lights							
101-43100-403	REPAIR/MAINT-STRTS/ALLEYS	221,904	120,881	911,369	1,876,700	965,331	6,901,366
Budget notes:							
~2024 Sidewalks							
OHP Parking Lot							
~2025 \$60,000 Sealcoating							
\$10,000 Sidewalk							
\$40,700 CPL Stoney Pt Project							
\$348,011 Safe Routes to School							
\$500,000 CPL Pine Creek							
\$918,000 (\$350,000 Oak St + \$670,000 S 6th St - \$102,000 ARPA)							
~2026 Walnut St \$3,815,000							
Maple St \$1,013,366							
Redwood St \$2,013,000							
Sidewalk \$10,000							
Sealcoating \$50,000							
101-43100-404	REPAIR/MAINT-EQUIPMENT	18,088	10,127	5,723	10,000	4,277	10,000
101-43100-405	REPAIR/MAINT-VEHICLES	27,845	25,016	14,713	15,000	287	18,000
101-43100-415	RENTALS-OTHER EQUIPMENT	3,783	3,690	3,027	3,000	27-	3,000
101-43100-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
101-43100-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00	.00
101-43100-433	DUES AND SUBSCRIPTIONS	100	114	870	150	720-	1,000
101-43100-603	NOTE PAYABLE-PRINCIPAL-ST MN	.00	.00	.00	.00	.00	.00
Total STREETS & ALLEYS:		955,779	820,300	1,586,668	2,681,300	1,094,632	8,996,391
BRUSH SITE							
101-43200-102	WAGES & SALARIES-OT	172	80-	.00	400	400	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-43200-103	WAGES & SALARIES-PT	5,388	1,282	.00	6,000	6,000	.00
101-43200-121	FICA CONTIBUTIONS	428	98	.00	600	600	.00
Budget notes: 7.65%							
101-43200-122	PERA CONTRIBUTIONS	420	96	.00	580	580	.00
Budget notes: 7.5%							
101-43200-312	CONTRACTED GRNDR/HAUL SERV	4,465	.00	.00	2,000	2,000	.00
101-43200-321	TELEPHONE	284	.00	.00	.00	.00	.00
101-43200-322	POSTAGE	.00	.00	.00	.00	.00	.00
101-43200-350	PRINTING & PUBLISHING	.00	.00	.00	.00	.00	.00
101-43200-360	INSURANCE	.00	.00	.00	.00	.00	.00
101-43200-383	GAS UTILITIES	.00	.00	.00	.00	.00	.00
101-43200-401	REPAIR/MAINT-BUILDINGS	198	.00	.00	100	100	100
Budget notes: ~2023 New A/C Unit							
101-43200-403	REPAIR & MAINT.-OTHER	.00	.00	5	100	95	100
101-43200-404	REPAIR/MAINT-EQUIPMENT	.00	.00	.00	.00	.00	.00
101-43200-415	RENTAL - EQUIPMENT	.00	.00	.00	.00	.00	.00
101-43200-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
Total BRUSH SITE:		11,354	1,396	5	9,780	9,775	200

RECREATION

101-45100-101	WAGES & SALARIES-REGULAR	38,310	38,156	18,062	18,000	62-	18,700
101-45100-102	WAGES & SALARIES-OT	.00	33	.00	.00	.00	.00
101-45100-103	WAGES & SALARIES-PT-REC	22	.00	.00	.00	.00	.00
101-45100-111	SEVERANCE PAY-RECREATION	.00	.00	.00	.00	.00	.00
101-45100-121	FICA CONTRIBUTIONS	2,915	2,884	1,421	1,300	121-	1,700
Budget notes: 7.65%							
101-45100-122	PERA CONTRIBUTIONS	1,300	1,397	1,308	1,350	42	1,560

Budget notes:
7.5%

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-45100-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	82
Budget notes: 2026 - 0.44% Employer							
101-45100-131	EMPLOYER PAID HEALTH INS	2,519	2,514	2,196	2,000	196-	2,370
101-45100-141	UNEMPL. COMP INSURANCE	.00	.00	.00	.00	.00	.00
101-45100-152	WORKER'S COMP. BENEFITS	.00	.00	.00	.00	.00	.00
101-45100-200	OFFICE SUPPLIES	625	237	.00	.00	.00	.00
101-45100-207	INSTRUCTIONAL MATLS & SUP	356	473	.00	.00	.00	.00
101-45100-211	CLEANING SUPPLIES	.00	20	.00	.00	.00	.00
101-45100-217	UNIFORMS - T-SHIRTS	3,083	3,589	.00	.00	.00	.00
101-45100-240	SMALL TOOLS/SAFETY EQUIP	.00	.00	.00	.00	.00	.00
101-45100-300	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
Budget notes: CPR & Bloodborne Pathogen Training							
101-45100-310	CONTRACTED SERVICES	.00	75	.00	.00	.00	.00
101-45100-321	TELEPHONE	.00	.00	.00	.00	.00	.00
101-45100-322	POSTAGE	.00	.00	.00	.00	.00	.00
101-45100-331	TRAVEL EXPENSE	2,516	1,695	927	.00	927-	.00
Budget notes: ~2023 CPO Training/Recertification \$350/each							
101-45100-350	PRINTING AND PUBLISHING	498	540	116	.00	116-	.00
101-45100-381	UTILITIES-ELECTRIC	1,018	791	424	750	326	900
Budget notes: Abnet Field Restrooms							
101-45100-383	UTILITIES- GAS	1,346	1,105	982	2,000	1,018	1,500
Budget notes: Abnet Field Restrooms							
101-45100-402	REPAIR/MAINT-STRUCTURES	67	.00	.00	.00	.00	.00
101-45100-404	REPAIR/MAINT-EQUIPMENT	467	.00	42	.00	42-	.00
101-45100-415	RENTALS-OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00
101-45100-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
101-45100-431	CASH OVER/SHORT	.00	.00	.00	.00	.00	.00
101-45100-433	DUES AND SUBSCRIPTIONS	.00	.00	670	.00	670-	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-45100-720	OPERATING TRANSFER	40,000	40,000	40,000	40,000	.00	40,000

Budget notes:

- ~2023 - Transfer to Arena \$25,000
- Transfer Set Aside Funds to Arena \$15,000
- ~2024 Transfer to Arena \$25,000
- Transfer set Aside Funds to Arena \$15,000
- ~2025 Transfer to Arena \$25,000
- Transfer set Aside Funds to Arena \$15,000
- ~2026 Transfer to Arena \$25,000
- Transfer set Aside Funds to Arena \$15,000

Total RECREATION:

95,041	93,509	66,147	65,400	747-	66,812
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AQUATIC CENTER

101-45110-101	WAGES & SALARIES-REGULAR	868	42	2,809	.00	2,809-	3,000
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Budget notes:

ESST

101-45110-102	WAGES & SALARIES-OT	11,121	11,312	8,973	12,000	3,027	9,300
101-45110-103	WAGES & SALARIES-PT	150,908	178,082	184,557	185,000	443	192,400
101-45110-113	UNIFORMS - SWIM SUITS	.00	1,845	1,760	2,000	240	2,000
101-45110-121	FICA CONTRIBUTIONS	12,462	14,492	15,020	15,000	20-	15,620
101-45110-122	PERA CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
101-45110-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	901

Budget notes:

2026 - 0.44% Employer

101-45110-142	UNEMPLOYMENT BENEFITS	.00	.00	.00	.00	.00	.00
101-45110-152	WORKER'S COMP. BENEFITS	1,955	.00	1,307	1,000	307-	1,000
101-45110-200	OFFICE SUPPLIES	676	7-	2,059	200	1,859-	500
101-45110-207	INSTRUCTIONAL MATLS & SUPPLIE	48	507	276	600	324	300
101-45110-211	CLEANING SUPPLIES	887	1,280	1,541	1,200	341-	1,300
101-45110-214	KITCHEN SUPPLIES/PAPER PRODU	.00	.00	362	250	112-	300
101-45110-216	CHEMICALS	21,151	21,657	22,370	23,000	630	23,000
101-45110-217	UNIFORMS	2,076	18	1,304	2,500	1,196	1,500
101-45110-218	SAFETY SUPPLIES	99	162	1,175	100	1,075-	500
101-45110-240	SMALL TOOLS & MINOR EQUIPMEN	376	245	2,497	200	2,297-	3,000

Budget notes:

~2026 Stand-up Freezer

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-45110-259	CONCESSION FOOD PURCHASES	22,593	24,684	12,685	25,000	12,315	14,000
101-45110-300	PROFESSIONAL SERVICES-POOL	.00	250	400	.00	400-	400
101-45110-310	CONTRACTED SERVICES	.00	.00	.00	.00	.00	2,000
Budget notes:							
CivicPlus - Online swim lesson registration							
101-45110-321	TELEPHONE	1,538	1,361	1,067	1,100	33	1,200
101-45110-322	POSTAGE	84	84	67	100	33	100
101-45110-331	TRAVEL & TRAINING EXPENSE	.00	5,355	6,112	5,000	1,112-	6,500
Budget notes:							
Lifeguard CPR Training & WSI Class							
101-45110-350	PRINTING & PUBLISHING	.00	69	1,642	500	1,142-	1,500
101-45110-381	UTILITIES-ELECTRIC	10,798	7,423	6,718	7,500	782	7,500
101-45110-382	UTILITIES-WATER-POOL	388	458	.00	400	400	500
101-45110-383	UTILITIES-GAS	10,870	6,021	6,069	1,200	4,869-	6,000
101-45110-401	REPAIR/MAINT-BUILDINGS	8,340	5,297	11,811	2,500	9,311-	2,500
101-45110-402	REPAIR/MAINT-STRUCTURES	9,768	18,489	6,872	12,000	5,128	10,000
Budget notes:							
~2023 Suction Grates - 6 sets of 2@ \$630							
~2024 \$3,000 Resurface Slide							
\$6,000 Parking lot Resurfacing							
101-45110-404	REPAIR/MAINT-EQUIPMENT	2,908	3,539	792	8,000	7,208	8,000
Budget notes:							
~2024 \$6,000 Feature Pump Drive							
~2025 \$3,500 Chlorine Pump							
101-45110-415	RENTALS-OTHER EQUIPMENT	.00	.00	.00	400	400	.00
101-45110-431	CASH OVER/SHORT	94	116	26	.00	26-	.00
101-45110-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00	.00
101-45110-433	DUES AND SUBSCRIPTIONS	905	770	1,151	1,000	151-	1,200
Budget notes:							
MN Dept of Health - Concession Licensing							
MN Dept of Public Safety - Hazardous Chemical Fee							
Total AQUATIC CENTER:		270,912	303,552	301,418	307,750	6,332	316,021
PARKS							
101-45200-101	WAGES & SALARIES-REGULAR	57,422	62,127	56,689	60,000	3,311	66,200
101-45200-102	WAGES & SALARIES-OT	1,425	774	2,576	1,600	976-	3,800

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-45200-103	WAGES & SALARIES-PT	23,862	25,656	24,080	25,000	920	26,000
101-45200-111	SEVERANCE PAY	.00	.00	.00	.00	.00	.00
101-45200-121	FICA CONTRIBUTIONS	6,285	6,755	6,537	7,000	463	7,860
Budget notes: 7.65%							
101-45200-122	PERA CONTRIBUTIONS	4,227	4,488	4,365	6,000	1,635	6,240
Budget notes: 7.5%							
101-45200-123	MN PAID LEAVE CONTRIBUTIONS	.00	.00	.00	.00	.00	422
Budget notes: 2026 - 0.44%							
101-45200-131	EMPLOYER PAID HEALTH INS	7,736	7,804	5,029	8,000	2,971	8,960
101-45200-142	UNEMPLOY COMP BENEFITS	804	.00	3,718	.00	3,718	3,000
101-45200-152	WORKERS COMP BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-45200-211	CLEANING & SANITARY SUPPLIES	6,371	6,208	4,411	6,000	1,589	6,000
101-45200-212	MOTOR FUELS/LUBRICANTS	8,694	8,904	7,399	8,500	1,101	8,500
101-45200-216	CHEMICALS	976	529	807	1,000	193	1,000
101-45200-217	UNIFORMS - PARKS	85	321	85	500	415	500
101-45200-218	SAFETY EQUIPMENT	531	45	416	500	84	500
101-45200-220	REPAIR & MAINT. SUPPLIES	405	.00	151	500	349	500
101-45200-225	LANDSCAPING MATERIALS	24,373	44,139	31,851	22,000	9,851	22,000
Budget notes: ~2023 \$10,000 Tree Planting \$3,000 Park Wildflowers \$5,000 Vets Park Playground Bark \$1,500 General Maintenance ~2024 \$12,500 Tree Planting \$3,000 Park Wildflowers \$5,000 Playground Bark \$1,500 General Maintenance ~2025 \$10,000 Tree Planting \$3,000 Park Wildflowers \$5,000 Playground Bark \$4,000 General Maintenance ~2026 \$10,000 Tree Planting - (Releaf Grant) \$3,000 Park Wildflowers \$5,500 Playground Bark \$3,500 General Maintenance							
101-45200-240	SMALL TOOLS & MINOR EQUIPMEN	3,826	2,128	5,550	2,500	3,050	2,500

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
101-45200-300	PROFESSIONAL SERVICES	24,642	20,933	.00	.00	.00	.00
Budget notes: ~2023 2023 ADA Transition Plan							
101-45200-303	ENGINEERING FEES	33,398	24,833	64,227	5,000	59,227-	5,000
101-45200-310	CONTRACTED SERVICES	5,557	2,581	48,748	10,000	38,748-	113,375
Budget notes: ~2026 CivicPlus Online Park Rental Reservation \$5,000 CPL Ph I Stoney Pt \$5,000 CPL Forest Restoration Blufflands \$50,000 CPL Ph II Stoney Pt \$49,875 General \$10,000							
101-45200-321	PARKS - PHONE/INTERNET ACCES	1,322	1,979	1,649	1,700	51	2,000
101-45200-331	TRAINING & TRAVEL EXPENSE	626	348	245	2,500	2,255	2,000
Budget notes: ~2025 2 Certified Playground Inspectors @ \$750 ~2026 2 Certified Playground Inspectors @ \$750							
101-45200-350	PRINTING & PUBLISHING	1,735	.00	142	.00	142-	.00
101-45200-381	UTILITIES-ELECTRIC	7,255	7,770	6,983	6,000	983-	7,500
101-45200-382	UTILITIES-WATER/SEWER	709	886	970	1,000	30	1,000
101-45200-383	UTILITIES-GAS	.00	.00	.00	.00	.00	.00
101-45200-384	REFUSE DISPOSAL	5,011	2,548	3,541	1,750	1,791-	3,000
101-45200-401	REPAIR/MAINT-BUILDINGS	3,853	2,751	1,328	3,000	1,672	2,500
101-45200-402	REPAIR/MAINT-STRUCTURES	28,557	17,300	15,681	15,000	681-	12,000
Budget notes: ~2023 \$10,000 Frank Kistler Park ~2024 \$10,000 Frank Kistler Park \$10,000 Misc Park Repair ~2025 \$7,500 Frank Kistler Park \$7,500 Misc Park Repair ~2026 \$5,000 Frank Kistler Park \$7,000 Misc Park Repair							
101-45200-404	REPAIR/MAINT-EQUIPMENT	7,854	16,793	11,613	8,000	3,613-	9,000
101-45200-405	REPAIR/MAINT-VEHICLES	521	692	475	750	275	750
101-45200-415	RENTALS OTHER EQUIPMENT	9,487	9,672	5,862	2,500	3,362-	3,000
Budget notes: Portable Toilets							
101-45200-437	PROPERTY TAX EXPENSE	.00	.00	144	.00	144-	.00
Total PARKS:		277,546	278,963	315,270	207,300	107,970-	326,107

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
LIBRARY LEVY							
101-45500-720	OPERATING TRANSFER	.00	.00	.00	196,290	196,290	204,141
Budget notes: City Levy for Library							
Total LIBRARY LEVY:		.00	.00	.00	196,290	196,290	204,141
URBAN REDEVELOPMENT & HOUSING							
URBAN REDEVELOPMENT & HOUSING							
101-46300-401	BUILDING DEMOLITION	19,940	.00	.00	.00	.00	.00
Budget notes: ~2023 Demo 332 S 1st Street							
Total URBAN REDEVELOPMENT & HOUSING:		19,940	.00	.00	.00	.00	.00
SPECIAL ASSESSMENTS							
SPECIAL ASSESSMENTS							
101-47000-602	SPECIAL ASSESSMENT - PRINCIPA	5,170	5,428	5,700	5,200	500-	5,700
101-47000-612	SPECIAL ASSESSMENT INTEREST	9,233	8,975	8,703	9,500	797	9,000
Total SPECIAL ASSESSMENTS:		14,403	14,403	14,403	14,700	297	14,700
OTHER FINANCING USES							
OTHER FINANCING USES							
101-49300-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00	.00
101-49300-610	MARKET VALUE ADJUSTMENT	.00	.00	.00	.00	.00	.00
101-49300-720	OPERATING TRANSFER	184,891	446,919-	.00	.00	.00	.00
Total OTHER FINANCING USES:		184,891	446,919-	.00	.00	.00	.00
TRANSIT SERVICES							
101-49800-310	CONTRACTED TRANSIT SERV.	55,001	15,490	3,121	19,575	16,455	48,560
101-49800-311	MTU STATE TRANSIT FUNDS	207,160	279,112	290,235	283,994	6,241-	213,178
Budget notes: Pass - thru to La Crosse MTU							
101-49800-350	PRINTING & PUBLISHING	.00	.00	.00	.00	.00	.00
101-49800-402	REPAIR/MAINT-BUS SHELTERS	.00	.00	.00	400	400	400
101-49800-405	REPAIR/MAINT-VEHICLES	.00	43	.00	.00	.00	.00
Budget notes: Reserve							
101-49800-810	REFUND MN DOT PER AUDIT	1,175	.00	13,697	.00	13,697-	.00

Account Number	Account Title	2023 Pri Year 2 Actual	2024 Pri Year Actual	2025 Cur YTD Actual	2025 Current year Budget	2025 Current YTD Remaining	2026 Proposed Budget
	Total TRANSIT SERVICES:	263,336	294,645	307,053	303,969	3,084-	262,138
	GENERAL FUND Revenue Total:	4,705,234	4,946,577	4,673,333	6,412,928	1,739,595	13,351,910
	GENERAL FUND Expenditure Total:	5,186,330	4,104,084	4,570,836	6,395,728	1,824,892	13,343,118
	Net Total GENERAL FUND:	481,097-	842,493	102,497	17,200	85,297-	8,792
	Net Grand Totals:	481,097-	842,493	102,497	17,200	85,297-	8,792

LIBRARY REVENUE DRAFT 2026

REVENUES

	2023	2024	2025	2026
	APPROVED	APPROVED	APPROVED	PROPOSED
				Notes
31013 LIBRARY TAX REVENUE - CITY LEVY	\$181,269.00	\$188,520.00	\$196,290.00	\$204,141.00
31014 HOUSTON COUNTY LEVY	\$48,051.18	\$49,012.20	\$53,847.89	\$54,924.85
34761 SELCO ILL REIMBURSEMENT				
33620 WINONA COUNTY FUNDING	\$3,022.00	\$9,565.09	\$12,655.87	\$13,075.06
33621 HOUSTON COUNTY ARPA ALLOCATION	\$6,000.00	\$6,000.00	\$6,000.00	
34762 COPY MACHINE REVENUE	\$1,100.00	\$1,600.00	\$2,000.00	\$2,500.00
34763 COMPUTER PRINTER/FAX REVENUE				
35103 FINES	\$200.00	\$700.00	\$500.00	\$500.00
36200 MISCELLANEOUS INCOME				
36210 INTEREST ON INVESTMENTS				
36230 CONTRIBUTIONS	\$6,000.00	\$8,000.00	\$8,000.00	\$10,000.00
36232 SUMMER SPONSORS	\$2,000.00	\$2,000.00	\$1,500.00	\$2,000.00
36237 WINTER SPONSORS				
36238 LEGACY GRANT FUNDS		\$3,000.00		
39200 FRIENDS OF LIBRARY COMPUTER LEASING	\$2,460.00	\$2,460.00		
39202 LACRESCENT TOWNSHIP DONATION	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00

*4% increase
*2% increase

*Formula change to % of rural circ over 3 years, 33% increase in 2024, 66% in 2025, 100% in 2026
*2025 = final year of ARPA designated funds

\$253,102.18 \$273,857.29 \$283,793.76 \$290,140.91

LIBRARY BUDGET PROPOSAL 2026 W/ 4% COL INCREASE

45500 LIBRARY		2023		2024		2025		2026	
		Approved	Spent	Approved	Spent	Approved	Spent (8/31)	Proposed	
101	WAGES - FULL TIME	101,899	69547.12	124,000	115,420	132,505.00	80,085.00	140,676.00	
102	OVERTIME PAY								
103	PART-TIME LIBRARY AIDES	39,491	22308.68	38,000	36,536	33,340.00	24,786.00	44,610.99	
121	EMPLOYER FICA EXPENSE - 7.65%	10,816	7366.61	12,400	11,923	12,250.00	8,480.00	14,174.45	
122	PERA CONTRIBUTIONS - 7.5%	10,604	6675.84	12,150	10,947	11,230.00	7,784.00	12,143.04	
131	EMPLOYER PAID HEALTH INS	12,875	4457.6	12,348	7,280	13,000.00	5,654.00	9,837.26	
200	LIBRARY OFFICE SUPPLIES	2,000	585.77	1,100	2,370	2,000.00	1,817.00	2,500.00	
202	COPY MACHINE SUPPLIES								
203	COMPUTER PRINTER SUPPLIES	100	0			0.00			
211	CLEANING & SANITARY SUPPLIES	800	387.8	600	731	600.00	501.00	1,000.00	
220	PROGRAMMING SUPPLIES	3,000.00	4724.95	3,000	15,841.00	4,000.00	1,763.00	4,000.00	
221	WINTER READING PROGRAM SUPPLIES								
310	OTHER CONTRACTED SERVICES	4,600	2065.17	4,000	2,937.00	4,000.00	1,720.00	4,000.00	
321	TELEPHONE-LIBRARY	1,800	949.04	1,800	1,658	1,800.00	1,107.00	\$2,000.00	
322	POSTAGE-LIBRARY	250	101.76	200	126	200.00	73.00	200.00	
331	TRAVEL EXPENSES	1,500	763.91	1,500	1,232	1,500.00		1,500.00	
350	PRINTING AND PUBLISHING	200	0	100		100.00	350.00	350.00	
360	INSURANCE AND BONDS	5,800	6658	6,000	6,874	7,000.00			
381	UTILITIES - ELECTRIC	2,900	671.71	3,000	2,180.00	3,000.00	1,571.00	\$2,800.00	
382	UTILITIES - WATER/SEWER	400	200.55	450	526	500.00	284.00	700.00	
383	UTILITIES - GAS	1,000	747.03	1,300	813	1,500.00	601.00	1,100.00	
384	REFUSE DISPOSAL	120	70	120	125	120.00	73.00	200.00	
401	REPAIR/MAINT-BUILDINGS	600	4029.12	600	939	2,500.00	644.00	2,500.00	
404	REPAIR/MAINT-EQUIPMENT								
406	COMPUTER EXPENSES-LIBRARY (leasing)	4,920	4920	4,920	4,920	4,920.00	5,599.00	6,000.00	
414	LIMITED ACCESS LINE	22,500	12837.35	16,000	12,520.00	17,500.00	9,617.00	13,500.00	
415	RENTALS-OTHER EQUIPMENT	120	44	120	96	120.00	56.00	120.00	
430	MISCELLANEOUS								
434	LEGACY GRANT EXPENDITURES								
433	DUES & MEMBERSHIPS	400	912.41	1,000	1,153	1,000.00	1,053.00	700.00	
503	BOOKS PURCHASED CONTRIBUTION								
504	BOOKS - GRANT FUNDED		5551.43		24,111				
505	BOOKS, PERIODICALS	11,750	8281.51	11,750	9,049.00	13,000.00	5,268.00	13,000.00	
506	PROCESSING MATERIALS	1,200	1051.64	1,200	1,779	1,200.00	658.00	1,800.00	
570	OFFICE EQUIPMENT, FURNISH								
575	C.O. - COMPUTER EQUIPMENT								
580	CAP IMPROVEMENT ITEMS								
610	INTEREST EXPENSE	400		400	-621	500.00	(17.00)	500.00	
	GENERAL FUND	10,000		10,000		10,000.00		10,000.00	
TOTAL FUND 211 LIBRARY		252,045	166009	268,058	271465	279,386.00	159,527.00	289,911.74	

RESOLUTION 09-25-29

**RESOLUTION MAKING PRELIMINARY GENERAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2026**

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

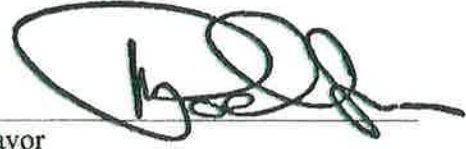
1. It is hereby determined and declared that there shall be and there is hereby levied upon all taxable property within the City for the general purposes of the City, as provided by law, to be collected in the year 2026 as part of the general taxes due and payable in the year 2026 a direct ad valorem tax in the amount of \$2,805,527.00 as provided by State law to be levied and collected in the manner provided by law.
2. Be it also hereby determined and declared that there shall be and there is hereby levied upon taxable property within the City of La Crescent for public library service, a tax in the amount of \$204,141.00 to be collected in the year 2026, as authorized by Minnesota Statutes, Section 134.33 and 134.34.
3. It is hereby found, determined, and declared that the amounts set forth in a column at the right to be levied with taxes to be collected in the calendar year 2026, in conjunction with the various bonds issued and sinking funds described below:

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2026
325	2016A	G.O. Refunding Rec. Fac. Bonds - Aquatic Center	\$195,300.00
327	2016A	G.O. Improvement Bonds - Oak St. Recon.	\$115,500.00
328	2017A	G.O. Equipment Certificates	\$119,800.00
329	2018A	G.O. Improvement Bonds - Streets/Veterans Park	\$148,000.00
330	2019A	G.O. Equipment Certificates - Fire Truck	\$46,100.00
331	2019B	G.O. Improvement Bonds - Street Recon.	\$32,900.00
332	2020A	G.O. Improvement Bonds - HTM	\$172,900.00
333	2020A	G.O. Bonds - Tax Abatement - Ice Arena	\$12,200.00
334	2022A	G.O. Imp. Bonds/Equip. Cert. & CIP Bonds	\$229,700.00
		TOTAL DEBT SERVICE LEVY	\$1,072,400.00

4. Total levy for the City of La Crescent for collection in 2026 is \$4,082,068.00

ADOPTED this 22nd day of September, 2025.

SIGNED:



Mayor

ATTEST:



City Administrator

3.12

RESOLUTION 11-25-34
RESOLUTION MAKING SPECIAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2026

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

1. It is hereby found and determined and declared that the amounts set forth in a column at the right to be levied as a special assessment against the listed property and to be collected in the calendar year 2026 as provided by law.

HOUSTON CO. AUDITOR REF. NUMBER	PROPERTY OWNER	CITY ACCOUNT #	AMOUNT TO BE LEVIED IN 2025	CODE
25.0071000	TIPPETTS RENTALS, LLC	111001.12	44.30	80
25.0071000	TIPPETTS RENTALS, LLC	111027.19	102.72	80
25.0071000	TIPPETTS RENTALS, LLC	111027.20	253.04	80
25.0071000	TIPPETTS RENTALS, LLC	111035.25	772.01	80
25.0136000	MICHAEL & MARY VANGYIJA	113031.04	131.68	80
25.2193000	BASSEL & JOYCE ABDULKARIM	121032.01	51.02	80
25.1595000	RICHARD & CAROLYN BAKER	122013.04	145.74	80
25.0431000	DALE & MARCIA WEBBER	207008.00	408.36	80
25.0388000	JEFFREY & SUSAN LIEBSCH	207027.00	125.39	80
25.1257003	BILL KISTLER	303029.03	234.58	80
25.9121000	BILL KISTLER	303048.03	202.20	80
25.9107000	BILL KISTLER	303055.04	52.24	80
25.1403000	RICHARD & CAROLYN BAKER	310030.09	73.57	80
25.1393000	GREAT RIVER INVESTMENTS	311041.11	526.18	80
25.1266025	AMANDA KLOSS	313049.01	429.09	80
25.0848000	RICHARD AMES	108020.00	759.94	80
25.0848000	RICHARD AMES	INV 3204 & 3222	188.11	80
25.1064000	MARK McALEAR	INV 3221,3227,3203	376.20	80
08.0718000	JAMIE PUENT	INV 3226	117.57	80

ADOPTED this 24th day of November, 2025.

ATTEST:

SIGNED:

City Administrator

Mayor

3.13

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



November 17, 2025

Honorable Mayor and City Council Members
City Administrator Bill Waller

Re: Canadian Pacific (CPKC) Holiday Train – December 12, 2025 | 2:00 PM – 3:00 PM (approx.)

The Canadian Pacific Kansas City (CPKC) Holiday Train is returning for its 27th year, continuing its mission to support food banks and raise awareness about food insecurity. This year, the train will stop in La Crescent, MN, on Friday, December 12, 2025.

Please note that the event location has changed. Due to changes in the parking lot caused by a new business, the viewing area will move a few blocks south on South Chestnut Street, to the grass median near the train tracks and access road.

To keep the event safe and running smoothly, South Chestnut Street will be closed to general traffic and parking from Highway 16 to Main Street, between 1:30 PM and 3:00 PM. Only Holiday Train vehicles will be allowed. Barricades and signs will be placed at both ends of the closure.

CPKC has requested law enforcement support. The La Crescent Police Department (LCPD) is ready to lead event security and coordination. We plan to provide:

- 4–6 La Crescent Police Officers and Reserve Officers
- Coordination with City Maintenance for barricades, signage, and cleanup
- Vehicle-as-Weapon (VAW) protection using a front loader or dump truck at both ends of the viewing area

Designated parking areas will be identified and shared with the public before the event.

I respectfully request formal approval for LCPD and City Maintenance to assist with planning and operations; as well as approval for the road to be closed for the safety of patron attending the event.

Thank you for your time and consideration.

Sincerely,



#6.1



La Crosse County Convention & Visitors Bureau

Board Meeting

Explore La Crosse Office

123 7th Street South

Tuesday, November 18, 2025

8:00 a.m.

WiFi

GuestLax21!

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

Ad Hoc: Kathleen Pielhop (DMI), Lauren Harris (La Crosse Chamber), Jay Odegaard (City of La Crosse Parks and Rec), Elizabeth Poh (La Crosse Center), Debbie Hosch (La Crescent Area Event Center), Vicki Markussen (LADCO), Michelle Hoskins (La Crescent Area Chamber & Tourism)

Executive Director: A.J. Frels

AGENDA

1. Call to Order

2. Vision Statement:

A destination that inspires exploration and elevates celebrations.

Mission Statement:

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

3. Consent Items

a. Board Minutes

October 2025

b. Financial Committee

Minutes

November 2025

Statements

October 2025

c. Municipality Updates

4. Foundation

- a. Articles of Incorporation
- b. By-Laws

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

6. Committees

- a. Membership & Grants - Pat Stephens
- b. Conventions/Sales – Jen Burch
- c. Marketing/Media - Jay Patel
- d. Belonging and Mattering Committee – Jen Burch or A.J.

7. Old Business

- a. Placer a.i.
- b. Holiday Gathering Date – December 16, 5-7 pm at the Pump House. Program at 5:30 pm

8. New Business

- a. 2026 Committees
- b. 2026 Meeting Schedule
- c. 2025 Board Attendance Review
- d. Outgoing Board Members
- e. Open Discussion

9. Adjournment

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

Celebrating Staff Birthdays

None

Explore La Crosse Employment Anniversaries

Kaytlin – Start date of 12/09/2024 – 1 year of service

Iris – Start date of 12/27/2021 - 4 years of service



LA CROSSE COUNTY CONVENTION & VISITORS BUREAU

BOARD MEETING

October 21, 2025– 8:00 a.m.

Board Members:

Present: Jen Burch, Pete Boese, Ashley Santolin, Stephanie Pope, Barb Janssen, Patrick Barlow, Dan Wick, Dave Ring, Chris Roderique, Ryan Johnson, Shawna Bortz, Cherryl Jostad, Austin Wells, Dan Kapanke, Nadia Turner, David Pierce, Shamawyah Curtis, Jay Patel, Mike Mielke, Elizabeth Poh, Lauren Harris

Excused: Pat Stephens, Brody Meier, Kapena Faitau, Kathleen Pielhop, Kalynn Krueger, Debbie Hosch, Jay Odegaard, Vicki Markussen

Absent: Nathan Franklin

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

PROCEEDINGS:

J. Burch brought the meeting to order at 8:00 a.m.

Vision, Mission and Values

Consent Items:

MOTION: to approve the Board minutes-September 2025, Finance October 2025 Minutes, Statements September 2025, and Community Updates. (D. Kapanke, J. Patel) Carried.

Foundation Fact Sheet, Articles of Incorporation, By-Laws: much discussion went into the potential formation of a foundation. Brittany Leonard from Hawkins Ash CPA's was in attendance to assist in answering questions from board members. AJ will send an updated foundation by-laws and articles to the board for review after the meeting.

EXECUTIVE DIRECTOR REPORT:

- The Holiday Train will be at the La Crosse Amtrak Depot on December 11 at 8:30 pm. Hope you can join us.
-Ben and Jeremiah assisted with site visits for USA Wrestling and USA Track & Field. We are still looking to secure this event.

-While AJ was unable to attend this year's Oktoberfest Ball, thank you to Jen Burch for attending and representing Explore La Crosse.

-Haleigh did an outstanding job creating the USAC Gravel Poster; a copy was available at the meeting.

-Erik did an outstanding job coordinating the volunteer shuttle drivers for the Tavern League of Wisconsin Conference last week. AJ heard from the event leaders about their appreciation for Erik's outstanding efforts.

-Haleigh presented the Visitor Guide execution plan to AJ, including the content and layout, and assigned articles. The plan is to have the guide complete and ready for distribution in the second week of January.

-Robin Moses approached AJ regarding partnering with First Friday's Art Walk. We will assist in seeing if there are any state grants that might fit their needs. We will be meeting with the group again in the near future.

-The WI highway clean went well. The MN clean-up scheduled for today had to be cancelled due to the weather.

COMMITTEE REPORTS:

Membership - Reports were distributed. Revenue for September 2025 was \$6,330.00 budgeted for \$7,500.00

Grants- Reports were distributed. Thus far, \$69,250 has been awarded in grants. Next meeting scheduled Membership & Grants is on December 18th.

Convention/Sales- The recent meeting was held at the Courtyard Marriott and had Amanda Goodenough as the guest speaker. The next sessions of the Belonging and Mattering were discussed and at this time there are 26 people registered to attend.

Marketing/Media-Work is currently being done on the Between the Bluffs microsite for the website. We have two new interns, Allison and Maria, starting this week in the marketing department.

OLD BUSINESS:

-USA Cycling-The event saw 787 registrations from 48 states. The event expenses ran approximately \$11,000 over budget, primarily due to heavier than anticipated costs for flaggers. The board will see an updated financial report as there are still some pending revenue and expenses to be recorded.

NEW BUSINESS:

- Storm Drain: The parking lot has developed a sinkhole near the storm drain on the north side of the parking lot. We have obtained bids, and Buchner plumbing will be in this week to begin the repair.
- Banners: AJ is working with the municipalities to find who is interested in participating in the banner project to commemorate the 10 year anniversary of regional tourism collaboration for Explore La Crosse.
- Holiday Gathering Date: AJ sent out a doodle poll with potential dates, please let him know your availability.
- Placer a.i.: AJ met with this company, as they are much like the Zartico, but their reports provide more detail and can give actual counts for people attending events and facilities. This is a system that tracks movement through apps that users opt into. Examples of reports were included in the board packet.

Meeting adjourned at 9:22am

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

Respectfully submitted, Michelle Hoch

#6.2



TO: Honorable Mayor and City Council Members
FROM: Tyler Benish, Public Works Director *Tyler Benish*
DATE: November 20th, 2025
RE: Lead and Copper testing results

The City of La Crescent conducted lead and copper sampling at 22 residents during the month of October. The results did not exceed the action level for Lead or Copper. The testing locations have been notified of their individual results.

The Lead and Copper Tap Water Monitoring Report from the Minnesota Department of Health is attached.



Protecting, Maintaining and Improving the Health of All Minnesotans

October 23, 2025

LaCrescent City Council
c/o Mr. Bill Waller, City Administrator
LaCrescent City Hall
315 Main Street, Box 142
LaCrescent, Minnesota 55947

Dear Council Members:

SUBJECT: Lead/Copper Tap Water Monitoring Report, PWSID 1280007

This letter is to report the results of your recent lead/copper monitoring that is required by the Safe Drinking Water Act. The results revealed the following 90th percentile levels:

90th percentile lead level = 1 $\mu\text{g/l}$ (rounded as 0.001 mg/l).

The action level for lead is 15.0 $\mu\text{g/l}$.

90th percentile copper level = 860 $\mu\text{g/l}$ (rounded as 0.860 mg/l).

The action level for copper is 1300 $\mu\text{g/l}$.

Based on these results, your public water system **has not exceeded** the action level for lead and **has not exceeded** the action level for copper.

By federal rule, 40 CFR 141.85, you are required to provide the lead/copper results to persons served at the sites that were tested. In addition, you must provide them with an explanation of the health effects of lead/copper, list steps consumers can take to reduce exposure to lead/copper in drinking water, and water utility contact information. The notification must also provide the maximum contaminant level goals, the action levels for lead/copper, and the definitions for these two terms.

Notification must be made within 30 days by U.S. Mail. If the residence is a rental property, both the occupant(s) of the residence and rental property owner must be notified. To assist you in meeting the notification requirements, we have enclosed a sample letter and a fact sheet on lead/copper in drinking water. All of the information contained in the sample letter is EPA required language and must be included in your letter and provided to the homeowner. If you would like to receive any of the enclosed documents via e-mail, please send your request to Stephanie.Voeller@state.mn.us.

The lead/copper sampling site addresses are private data. This information was classified as "nonpublic" by the Minnesota Department of Administration in October 2004, upon the request of Minnesota Department of Health (MDH) and Minnesota community water supply

systems. When notifying the persons served at the sites that were tested, provide them with the results for that address only.

Within 10 days after notifying the residents of their results, you must complete the enclosed Lead/Copper Results Delivery Certification form and return it to us along with a copy of the letter that you sent to the residents notifying them of their results. A return envelope is enclosed for your convenience.

Please note that all enclosures are sent to the addressee of this letter. Persons receiving a copy (cc) of the letter do not receive any enclosures. It is the responsibility of the addressee to follow through with the requirements.

A sampling kit will be sent to you prior to your next scheduled sampling date. The enclosed report should be placed in your records and a copy maintained on or near the water supply premises and available for public inspection for not less than ten (10) years.

If you have any questions, please contact me at 651-201-3974 or Jackie Becker at 651-478-0805.

Sincerely,



Stephanie Voeller
Community Public Water Supply Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

PAW

Enclosures

cc: Water Superintendent