

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
DECEMBER 16, 2024

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of December was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, December 16, 2024.

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, and Mayor Mike Poellinger. Members absent: Ryan Hutchinson. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Attorney Kayla Schmitz, and City Clerk Angie Boettcher.

Also in attendance were:

Houston County Assessors Mark Bennett and Joe Olson
Executive Director of Explore La Crosse A.J. Frels

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 – DECEMBER 09, 2024
- 1.2 BILLS PAYABLE THROUGH – DECEMBER 13, 2024

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

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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

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

ITEM 3.1 – 2024 EXPLORE LA CROSSE ANNUAL REPORT

A.J. Frels, Executive Director of Explore La Crosse presented City Council with an update on the 2024 Explore La Crosse area campaign as well as the quarterly report. This was informational only, no action required.

ITEM 3.2 – PROPOSAL TO PROVIDE AUDIT SERVICES

City Administrator Bill Waller reviewed with City Council for approval a proposal from Hancock & Robinson CPAs to perform the City’s auditing services for the next three years. The 2025 general fund budget includes funds for this expenditure. It was recommended that City Council accept the proposal submitted by Hancock & Robinson CPAs. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE PROPOSAL FROM HANCOCK & ROBINSON CPAS TO PERFORM THE CITY’S AUDITING SERVICES FOR THE NEXT THREE YEARS WITH THE EXPENSE COMING FROM THE 2025 GENERAL FUND BUDGET.

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 3.3 – 2025 FEE SCHEDULE

City Council reviewed the proposed changes to the Fee Schedule for 2025 which has been reviewed by City Staff. The review and adoption of fees is done on a yearly basis to ensure the costs to the City are sufficiently covered while at the same time being fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. It was recommended that City Council adopt an Ordinance detailing the proposed changes to the Fee Schedule for 2025. Following discussion, Member O’Donnell-Ebner introduced the following ordinance and moved its passage and adoption:

ORDINANCE NO. 589

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

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

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

ADMINISTRATION	PAGE 1, 2
BUILDING	PAGE 3
INSPECTIONS AND PERMITTING	
ADD - A. CANNABIS RETAIL BUSINESS	
B. SHORT-TERM RENTAL	
C. DEMOLITION	
D. FOUNDATION	
E. MOBILE HOME	
F. ROOFING	
G. SIDING	
H. SOLAR PANELS	
A. MECHANICAL PERMITS	PAGE 4
B. PLUMBING PERMITS	
PERMIT FEES - UNIFORM BUILDING CODE	PAGE 5
OTHER INSPECTION FEES	PAGE 6

BUILDING INSPECTIONS AND PERMITTING

BUILDING INSPECTIONS AND PERMITTING	2025
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ADD - Cannabis Retail Business – Initial Registration Fee	\$500.00
ADD - Cannabis Retail Business – Renewal Registration Fee	\$1,000.00
Short-term Rental Permit - Annual	\$100.00
Beekeeping Permit – One-time fee	\$50.00
<u>Demolition permits –</u> The main structure on the property OR all structures on a property (if a building permit for a new structure is obtained at the same time, this fee is waived) Garage, shed, or outbuilding on a property (if a building permit for a new structure is obtained at the same time this fee is waived)	\$100.00 plus \$1.00 state surcharge \$35.00 plus \$1.00 state surcharge
<u>Foundation only permit</u> This permit fee would be in addition to any regular building permit fee. This fee is only for excavating, footing, and foundation of a new structure. <i>This fee is an optional fee to be paid if the builder is unwilling to wait the requested 7-10 working days for the plan review process of a completed building permit application. This fee will be waived if the plan review takes longer than 10 working days</i>	\$100.00 plus \$1.00 state surcharge
Mobile Home – all new that are moved into town	\$100.00 to \$150.00 plus \$1.00 state surcharge

<u>Roofing permits</u> Commercial	\$100.00 plus \$1.00 state surcharge
Residential structure and/or attached/detached garage	\$50.00 plus \$1.00 state surcharge
Garage or accessory bldg. only	\$25.00 plus \$1.00 state surcharge
<u>Siding/Windows/Doors/Radon Control System/Retaining Walls/Drain tile</u> <u>ADD - Deck boards/Railing replacement</u>	\$50.00 plus \$1.00 State surcharge
Solar Array Panels	\$35.00 plus \$1.00 State Surcharge

<u>Mechanical permits</u>	
Gas burning equipment, conversion burner or gas-designed heating appliance, alteration to existing gas burner equipment or remodeling permit, -	\$35.00 plus \$1.00 state surcharge
400,000 BTU	\$45.00 plus \$1.00 state surcharge
Over 400,000 BTU	\$72.00 plus \$1.00 state surcharge
Gas dryer, gas ranges, gas fireplaces, or other gas appliance permits, other than those used in connection with a heating system, primary or secondary; all permits this section.	\$35.00 plus \$1.00 state surcharge
Gas piping only.	\$35.00 plus \$1.00 state surcharge
Heating and ventilation equipment permits to include, but are not limited to, coal , Air Conditioner, Duct Work, oil, steam, solar, conversion burners, and wood burning appliances.	\$35.00 plus \$1.00 state surcharge

PLUMBING PERMITS	
For issuing each plumbing permit	\$20.00
State surcharge on each permit	\$1.00
For each plumbing fixture or trap set of fixtures on one trap including water, drainage piping, and backflow protection thereof	\$5.00
For each water heater	\$5.00
For each water softener	\$5.00
For each new or replacement water service line and/or sewer line	\$5.00
For installation, alteration, or repair of water piping	\$15.00
For installation, alteration, or repair of drainage or vent piping	\$15.00
Whenever any work for which a plumbing and mechanical permit is required has been commenced without first obtaining said permit, an investigation fee, in addition to the permit fee, shall be collected, whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee as shown above.	

BUILDING PERMIT FEES – UNIFORM BUILDING CODE - 1997

TOTAL VALUATION	2025
\$1.00 to \$500.00	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional

up	\$1,000.00 or fraction thereof.
Plan Review Fee	½ of the Building Permit Fee
Plan Review Fee	¼ of the Building Permit fee for residential Deck, Garage, Addition/Alteration
ADD - Plus State Surcharge Fee	

GOLF

2025 SEASON PASSES - GOOD ANYTIME REQUIRES TEE TIME (ON A 1 ST COME BASIS)	
FAMILY - (2 ADULTS AND CHILDREN UNDER THE AGE OF 17)	\$600.00 to \$650.00
SINGLE	\$440.00 to \$460.00
SINGLE WITH CAR	\$750.00 to \$775.00
COUPLES WITH CAR (2 ADULTS SAME RESIDENCE)	\$980.00 to \$1,000.00
GOLF CAR TRAIL PASS	\$140.00 (FOR USE OF PERSONAL RIDING CAR FOR THE SEASON)
<i>\$9.00 PER PERSON CAR RENTAL (\$5.00 for additional round)/PLAY AT RECIPROCAL COURSES*/SEASON PASSES MAY BE USED FOR LEAGUE PLAY & GROUP OUTING DISCOUNTS WHEN SPECIFIED/NO ADDITIONAL COST TO RIDE ALONE/ \$2.00 Pull Cart Rental</i>	
DAILY RATE SPECIALS	
“EARLY BIRD” RATE BEFORE 9:00 AM Saturday/Sunday – \$12.00 GOLF 9 Hole RATE PER PERSON AND EXCLUDES HOLIDAYS REMOVE	
2025 DAILY FEES	
9 HOLES	\$15.00 to \$16.00
18 HOLES	\$22.00 to \$23.00 OR \$35.00 W/RIDING CAR
RIDING CAR	\$10.00 PER PERSON PER 9 HOLES/RIDE ALONE \$13.00 PER PERSON PER 9 HOLES.
PULL CARTS	\$4.00
TRAIL PASS	\$6.00 (DAILY RATE FOR USE OF PERSONAL CAR, WITHOUT SEASON TRAIL PASS)
<i>“ALL DAY” RATE WALKING \$25 with car \$40**</i>	
<i>**Subject to availability of tee times, pricing not valid for groups or group outings</i>	

SENIOR (60+)	
9 HOLES	\$13.00 to \$14.00
18 HOLES - WEEKDAY	\$19.00 to \$20.00 OR \$32.00 W/RIDING CAR
JUNIOR RATES - 11-17 YEARS	
9 HOLES	\$7.00 to \$8.00
18 HOLES - EVERY DAY	\$9.00 to \$10.00 - MAY RIDE FREE WITH PAID ADULT

JUNIOR RATE (10 AND UNDER)	
9 HOLES - EVERY DAY (ALL DAY) WITH PAID ADULT & RIDE FOR FREE WITH PAID ADULT	\$5.00
PUNCH CARDS	
5 ROUND GOLF ONLY \$65.00 to \$70.00/10 ROUND GOLF ONLY \$120.00 to \$125.00	
5 PUNCH CAR \$45.00*/10 PUNCH CAR \$80.00*	
5 ROUND PLAY & RIDE \$110.00* to \$115.00*/10 ROUND PLAY & RIDE \$200.00* to \$205.00*	
LEAGUE ONLY CARDS —SENIOR 10 ROUND GOLF \$80.00/SENIOR 10 PUNCH PLAY & RIDE \$150.00* 6 ROUND MEN’S, LADIES LEAGUE \$55.00/add 6 ROUND PLAY & RIDE \$100.00*	
LEAGUE RATES	
SENIOR LEAGUE \$8.50 TO \$9.00 9 HOLES/\$9.00 RIDING CAR	
MENS, LADIES \$10.00 9 HOLES/\$9.00 RIDING CAR	
COUPLES LEAGUE \$8.50 TO \$9.00 PER PERSON 9 HOLES/\$9.00 PER PERSON RIDING CAR	
<i>DISCOUNTS FOR GROUP OR COMPANY OUTING - GROUP CATERING AVAILABLE</i>	
*RECIPROCAL COURSES ARE SUBJECT TO CHANGE, MUST CALL FOR TEE TIMES, AND RECIPROCAL COURSE RESTRICTIONS.	
*PUNCH PLUS \$3.00 WHEN RIDING ALONE USING A RIDING CAR PUNCH CARD	

LIBRARY

LIBRARY	2025
Library Cards:	
- Replacements	\$ 1.00
- Non-resident	\$ 45.00
Fines - per day (New Items Only): Remove	
- Adult books Remove	\$.20
- Damaged or Lost Material	Retail Price of Item
Computer Print-Outs - B/W	\$.20 to \$.25
Computer Print-Outs - Color	\$.20 to \$.25
Copy Machine - 8 ½ x 11	\$.20 to \$.25
Copy Machine - Legal	\$.20 to \$.25
Copy Machine - Ledger	\$.20 to \$.25
Fax - Incoming/Outgoing - Per Page - **for long distance only**	\$ 1.00

PARKS

FACILITY	2025 FEES
Old Hickory Park - Open-air shelter with two sides available for rent	<p>\$45.00 to \$50.00/side/day</p> <p>Add - No Charge – Monday, Tuesday, Wednesday, Thursday for Civic/Non-Profit / up to 4 hours</p>
Wieser Park Pavilion - All-Season Pavilion	<p style="text-align: center;"> \$50.00 – Civic/Non-Profit / up to 6 hours \$75.00 – City/Township Resident / up to 6 hours \$200.00 – Non-Resident / up to 6 hours </p> <p style="text-align: center;"> \$100.00 – Civic/Non-Profit / 6+ hours \$150.00 – City/Township Resident / 6+ hours \$400.00 – Non-Resident / 6+ hours </p> <p>to \$150.00 per day</p> <p>No Charge – Monday, Tuesday, Wednesday, Thursday for Civic/Non-Profit / up to 4 hours</p> <p>\$75.00 – Civic/Non-Profit – Friday, Saturday, Sunday</p>

Wieser Park Shelter - Open-air Shelter	<p style="text-align: center;">No Charge</p> <p style="text-align: center;">Reservations suggested</p>
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PUBLIC WORKS

PUBLIC WORKS	2025
<u>Equipment use:</u>	
Sweeper per hour	\$100.00 to \$125.00
Dump Truck per hour	\$100.00 to \$125.00
Mower/Skid Steer/Loader per hour	\$100.00 to \$125.00
Labor per hour/per person - This fee is in addition to the Equipment use fees listed above.	\$50.00 to \$60.00

RECREATION

RECREATION	2025	
	CITY/TWN	OUT OF
Remove BASEBALL	Remove \$45.00	Remove \$55.00
Remove SOFTBALL	Remove \$45.00	Remove \$55.00
Remove TENNIS	Remove \$45.00	Remove \$55.00
Remove GOLF		
YOUTH	Remove \$45.00	Remove \$55.00
ADULT	Remove \$55.00	Remove \$70.00
Remove VOLLEYBALL	Remove \$45.00	Remove \$55.00
Remove BASKETBALL	Remove \$45.00	Remove \$55.00
LOG ROLLING	\$45.00	\$55.00
SWIMMING LESSONS	\$40.00	\$55.00
LITTLE MATES	\$40.00	\$55.00
SWIM TEAM	\$45.00	\$55.00
POOL ADMISSION		
- per entry	\$3.00	\$6.00
POOL MEMBERSHIPS		
FAMILY	\$135.00	\$185.00
INDIVIDUAL	\$65.00	\$95.00

WATER

WATER	2025
Water hookup fee	\$1,000.00
Pressure reducer valves – charge is price city pays per invoice from manufacturer	Charge would be rate the city is charged to purchase the pressure-reducing valve. This charge will fluctuate.
MXU charge (new construction)	\$140.00 to \$165.00– this is the rate the city is presently charged to purchase the remote reader. This charge will fluctuate.
Reconnection fee (for non-payment of water bill)	\$30.00
Water Meter Replacement	Property owners that refuse to give the City access to their water meter or fail to respond after receiving notification to change out a water meter when necessary will be charged \$50.00/Month, until access is

	allowed.
Hydrant use -	Minimum \$20.00 or \$15.00 being charged per thousand gallons (Minimum charge excluding sales tax). Commercial water sales are taxable.
Rates	See pages 21 and 22.

ZONING

ZONING	2025
Abatement - per incident	\$ 40.00 administrative fee plus abatement charges
Conditional use permit - per each individual request	\$250.00 to \$300.00
District zoning changes - per each individual request	\$250.00 to \$300.00
<u>Erosion control:</u> Reinspection fee	\$50.00
<u>Surety deposit</u> (to be returned upon completion of erosion control and building permit final inspection minus any violations):	
New residential/commercial construction	\$500.00
Additions/garages	\$100.00
Land alterations	\$250.00
Building demolition	\$250.00
<i>NOTE: DECKS AND ADDITIONS BUILT ON POSTS FOR THE FOUNDATION ARE EXCLUDED FROM SURETY DEPOSIT</i>	
Excavation permits	\$ 30.00 plus \$1.00 per sq/lin. Foot
Fence permit - Non-Profits exempt from fee	\$25.00
Grading permit	1/4 acre or less - \$50.00 1/4 acre to 1 acre - \$250.00 over 1 acre - \$500.00 IF REVIEWED BY CITY ENGINEER - APPLICANT WILL PAY FOR THE FULL COST OF ALL ENGINEERING SERVICES

	INSTEAD OF ABOVE RATE
Home Occupation – Per Each Individual Request	\$250.00 to \$300.00
Interim Conditional Use Permit – Each Individual Request	\$250.00 to \$300.00
Platting Preliminary plat **Developer is to pay all other related expenses for the platting process. ***All fees pending must be paid in full before proceeding with the final plat. Final plat	\$ 250.00 plus \$50.00 per lot \$ 150.00
Sign permit – per sign ‘Non-Profits exempt from fee’	\$50.00
Variance fee – per each individual request	\$250.00 to \$300.00

ADOPTED this 16th day of December 2024.

SIGNED:

Mayor

ATTEST:

City Administrator

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 present voted in favor thereof, viz;

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

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 589 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH “OFFICIAL COPY” SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR.

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

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

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

ITEM 3.4 – 2025 SERVICE AGREEMENTS

City Administrator Waller reviewed with City Council the 2025 professional service agreements/contracts regarding WHKS & Co. for engineering, Wieser Law Office for legal, Jason Ludwigson for Sustainability Coordinator, and Prologue Planning Group, LLC to provide Community/Economic Development services to the City of La Crescent. It was recommended to City Council to approve the 2025 fee schedules for WHKS & Co. and Wieser Law Office. It was also recommended to City Council to approve the contract with Jason Ludwigson which included an increase in his fee for 2025 from \$38.00 per hour to \$39.52 per hour. Lastly, it was recommended City Council approve the contract with Prologue Planning Group, LLC which included a fee increase for 2025 from \$43.26 per hour to \$44.99 per hour. City Council reviewed revised agreements for the Sustainability Coordinator and Community Development Director. Following discussion, the following Motions were made:

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

MOTION TO APPROVE THE 2025 FEE SCHEDULE WITH WHKS & CO. AS PRESENTED FOR ENGINEERING SERVICES.

Upon a roll call vote taken and tallied by the City Administrator, the following Members 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.

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

MOTION TO APPROVE THE 2025 FEE SCHEDULE WITH WIESER LAW OFFICE, P.C. AS PRESENTED FOR LEGAL SERVICES.

Upon a roll call vote taken and tallied by the City Administrator, the following Members 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.

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

MOTION TO APPROVE A CONTRACT WITH JASON LUDWIGSON FOR SUSTAINABILITY COORDINATOR SERVICES WHICH INCLUDES AN INCREASE IN THE HOURLY FEE TO \$39.52 PER HOUR.

Upon a roll call vote taken and tallied by the City Administrator, the following Members 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.

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

MOTION TO APPROVE A CONTRACT WITH PROLOGUE PLANNING GROUP, LLC FOR COMMUNITY/ ECONOMIC DEVELOPMENT SERVICES WHICH INCLUDES AN INCREASE IN THE HOURLY FEE TO \$44.99 PER HOUR.

Upon a roll call vote taken and tallied by the City Administrator, the following Members 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.

ITEM 3.5 – 2025 CITY COUNCIL MEETING SCHEDULE

City Administrator Bill Waller reviewed with City Council the proposed 2025 City Council meeting schedule. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE THE 2025 CITY COUNCIL MEETING SCHEDULE.

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.

ITEM 3.6 – 2025 NEWSPAPER DESIGNATION

City Attorney Skip Wieser reviewed the requirements for having an Official Newspaper designation for the City. This item will be brought back to the first meeting in January, no action required at this time.

ITEM 3.7 – GUNDERSEN TAX INCREMENT DISTRIBUTION

City Administrator Bill Waller reviewed information regarding the 2008 Gundersen TIF district. As of 12/31/2023, the fund balance in the Gundersen TIF account is \$168,766. The majority of these funds are excess tax increment funds, as the district has generated revenue in excess of obligations. Prior to the 2025 bond issue, options to improve the City’s financial position are being evaluated in part to support the City’s bond rating. It was recommended that City Council approve the return of \$150,000 in excess tax increment funds to Houston County. The funds would then be redistributed based on taxing percentages to the City, County, and School District pursuant to Minnesota Statutes that govern the use of tax increment financing. The Gundersen TIF district will remain in place no later than December 31, 2035, or until the date the final obligations of the development are satisfied. The City of La Crescent can expect to receive approximately \$60,000 when the funds are returned. The returned funds are no longer tax increment funds and can be

used for any municipal purpose. It is anticipated that the \$60,000 will be accounted for as a receivable in the City's 2024 financial statements, increasing the General Fund balance, which will be a positive going into the 2025 bond rating review process. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE RETURN OF \$150,000 IN EXCESS TAX INCREMENT FUNDS TO HOUSTON COUNTY TO BE REDISTRIBUTED BASED ON TAXING PERCENTAGES TO THE CITY, COUNTY, AND SCHOOL DISTRICT PURSUANT TO MINNESOTA STATUTES THAT GOVERN THE USE OF TAX INCREMENT FINANCING WITH THE CITY OF LA CRESCENT RECEIVING APPROXIMATELY \$60,000 TO BE PUT INTO THE GENERAL FUND BALANCE.

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.

ITEM 3.8 – 2025 LICENSE RENEWAL

City Council reviewed a proposed license renewal for 2025. The application appears to be in order, and it was recommended City Council approve the license renewal application. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE PRESENTED LICENSE RENEWAL FOR 2025 FOR THE FOLLOWING:

GAS INSTALLERS:

Bagniefski Heating & Air Conditioning

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.

ITEM 3.9 – GAMBLING PERMIT APPLICATION

City Council reviewed a gambling permit application from Ability Building Center, Inc. for a raffle to be held on May 3, 2025, at Schmitty’s TimeOut Tavern. The application appears to be in order and it was recommended that City Council approve the application and authorize that it be forwarded to the Minnesota Gambling Control Board. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE THE GAMBLING PERMIT APPLICATION SUBMITTED BY ABILITY BUILDING CENTER, INC. FOR A RAFFLE TO BE HELD ON MAY 3, 2025, AT SCHMITTY’S TIMEOUT TAVERN AND AUTHORIZE IT TO BE FORWARDED TO THE MINNESOTA GAMBLING CONTROL BOARD.

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.

ITEM 3.10 – LIQUOR LICENSE APPLICATION

City Council reviewed a memo from City Administrative Assistant Chris Fortsch regarding a liquor license for the Swing Bridge Pub. Shorey Acres, dba Swing Bridge Pub, will be terminating their lease with the La Crescent Area Event Center as of 12/31/2024. Shorey Acres will cease to operate the restaurant and liquor services. The La Crescent Area Event Center plans to reopen the restaurant and catering services under their ownership – La Crescent Area Event Center, dba Swing Bridge Pub. They have submitted a liquor license application for an On Sale Liquor License (plus Sunday). The application appears to be in order and it was recommended that City Council approve the liquor license application for 2025. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE ON SALE LIQUOR LICENSE (PLUS SUNDAY) APPLICATION FROM THE LA CRESCENT AREA EVENT CENTER, DBA SWING BRIDGE PUB FOR 2025.

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.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES:

- 6.1 REVISED CANNABIS MAP – City Council reviewed the revised Cannabis Dispensary Off-Limit Areas map.
- 6.2

7. CHAMBER OF COMMERCE

A representative from the Chamber of Commerce was in attendance and had no updates.

At 5:37 p.m., Mayor Poellinger recessed the regular City Council meeting until 6:00 p.m.

PUBLIC HEARING/MEETING - 6:00 P.M. – 2025 GENERAL FUND BUDGET/LEVY

It being 6:00 p.m., Mayor Poellinger opened the public meeting on the 2025 General Fund Budget and Levy. City Administrator Waller circulated a sign-up sheet and gave an overview of the process. As a point of clarification, in April of each year, the City Council holds the Board of Appeal and Equalization meeting, at which time property owners can ask questions about their proposed property value and property classification. Questions about property value and property classification will need to wait until the Board of Appeal and Equalization meeting which will be held in April of 2025. The items City Council reviewed for consideration was the proposed resolution setting the 2025 levy and adoption of the 2025 General Fund budget. Representatives from the Houston County Assessor's Office were present at the meeting and reviewed the changes to the Homestead Act. The Mayor then asked if anyone present in the audience wished to comment or had questions. Comments and questions were received from the one city resident in attendance at the meeting. The public meeting was then closed.

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

MOTION TO ADOPT THE 2025 GENERAL FUND BUDGET AS PRESENTED.

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

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

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

Following discussion, Member Jostad introduced the following resolution and moved its passage for adoption:

RESOLUTION 12-24-45

**RESOLUTION MAKING FINAL GENERAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2025**

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 2025 as part of the general taxes due and payable in the year 2025 a direct ad valorem tax in the amount of \$2,608,988.00 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 \$196,290.00 to be collected in the year 2025, 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 2025, in conjunction with the various bonds issued and sinking funds described below:

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2025
325	2016A	G.O. Refunding Rec. Fac. Bonds - Aquatic Center	\$198,700.00
327	2016A	G.O. Improvement Bonds - Oak St. Recon.	\$112,100.00
328	2017A	G.O. Equipment Certificates	\$119,800.00
329	2018A	G.O. Improvement Bonds - Streets/Veterans Park	\$146,500.00

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2025
330	2019A	G.O. Equipment Certificates - Fire Truck	\$47,100.00
331	2019B	G.O. Improvement Bonds - Street Recon.	\$34,000.00
332	2020A	G.O. Improvement Bonds - HTM	\$175,700.00
333	2020A	G.O. Bonds - Tax Abatement - Ice Arena	\$12,600.00
334	2022A	G.O. Imp. Bonds/Equip. Cert. & CIP Bonds	\$234,400.00
		TOTAL DEBT SERVICE LEVY	\$1,080,900.00

4. Total levy for the City of La Crescent for collection in 2025 is \$3,886,178.00

ADOPTED this 16th day of December 2024.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Clerk, the following Members 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 resolution duly passed and adopted.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member O'Donnell-Ebner 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 6:13 P.M.

APPROVAL DATE: January 13, 2025.

SIGNED:

Mayor

ATTEST:

City Administrator