

**CITY OF LA CRESCENT**  
**AGENDA**  
**REGULAR MEETING**  
**FEBRUARY 22, 2021**  
**5:30 P.M.**

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

**1. CONSENT AGENDA**

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

- 1.1 MINUTES –FEBRUARY 8, 2021
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 18, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – DECEMBER 2020
- 1.4 LIBRARY REPORT – DECEMBER 2020

**2. PUBLIC HEARING**

5:45 – SMALL CITIES GRANT APPLICATION

**3. ITEMS FOR CONSIDERATION**

- 3.1 A.J. FRELS – EXPLORE LA CROSSE 2020 REPORT
- 3.2 CALL FOR SPECIAL CITY COUNCIL/BOARD OF APPEAL MEETING
- 3.3 PURCHASE AGREEMENT – SOUTH 7<sup>TH</sup> STREET PROPERTY
- 3.4 GAMBLING PERMIT APPLICATION
- 3.5 REQUEST TO USE VETERANS PARK PARKING LOT
- 3.6 WEDDING REQUEST – VETERANS PARK
- 3.7 VETERANS PARK – UPDATED REQUEST
- 3.8 ANNEXATION ORDINANCE – WIESER PARK
- 3.9 LOCAL ROAD IMPROVEMENT PROGRAM RESOLUTION
- 3.10 RESOLUTION OF SUPPORT – WINONA COUNTY
- 3.11 2021 VECTOR CONTROL AGREEMENT
- 3.12 2021 LICENSE RENEWAL
- 3.13 DNR VARIANCE OBJECTION UPDATE
- 3.14 FLEXIBLE BENEFITS AMENDMENT

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**4. UNFINISHED BUSINESS**

4.1

**5. MAYOR'S COMMENTS**

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

6.1 EXPLORE LA CROSSE

6.2 PARK & RECREATION COMMISSION MINUTES – 2/16/21

6.3

**7. CORRESPONDENCE**

7.1

7.2

7.3

**8. CHAMBER OF COMMERCE**

8.1

**9. ITEMS FOR NEXT AGENDA**

**10. ADJOURNMENT**

**NOTICE**

Please take notice that pursuant to Minn. Stat. Section 13D.021, members of the City Council may attend the meeting by telephone or zoom.

#11

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
FEBRUARY 8, 2021

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of February was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, February 8, 2021.

Pursuant to Minn. Stat. § 13D.021 and due to the COVID-19 pandemic, members of the City Council and City Staff were given the option to attend the meeting by telephone or Zoom. Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, and City Administrative Assistant Angie Boettcher.

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

**ITEM 1 – CONSENT AGENDA**

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

- 1.1 MINUTES – JANUARY 25, 2021
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 4, 2021

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

**A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

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

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

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

**ITEM 3.1 – REVIEW CARES ACT FUNDING**

City Administrator Waller reviewed with City Council his memo to City Council detailing the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act and the allocation of funds by the City. Discussion followed with comments from Members Ryan Hutchinson, Dale Williams, Teresa O'Donnell-Ebner and Cherryl Jostad. This item was informational, and no action was taken.

### **ITEM 3.2 – WISCONSIN DNR – VARIANCE REQUEST OBJECTION**

As a follow-up to an item on the January 25, 2021 City Council agenda, City Attorney Wieser reviewed with City Council the response submitted to the Wisconsin DNR regarding the City of La Crosse's request for a variance from the DNR Administrative Code. This item was informational, and no action was taken.

### **ITEM 3.3 – 2021 COMMISSION APPOINTMENT**

Due to Jason Ludwigson's expanded role as the City's Sustainability Coordinator, Mr. Ludwigson will be voluntarily stepping down from his position on the Planning Commission. Mr. Ludwigson will continue to serve as a staff contact to the Planning Commission in an ex-officio capacity. Effective today, Mayor Poellinger is recommending that the City Council appoint Greg Husmann to the Planning Commission to fill this vacancy. The current term which Mr. Husmann will be completing runs through 2022. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

#### **MOTION TO APPOINT GREG HUSMANN TO THE PLANNING COMMISSION WITH TERM TO RUN THROUGH 2022 TO FILL THE VACANCY OF JASON LUDWIGSON.**

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

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

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

### **ITEM 3.4 – AUTHORIZE CAPITAL EXPENDITURE**

City Council reviewed a memo from Kara Tarrence, City Accountant, regarding a request from the Water Department for permission to purchase a new handheld to be used by the Maintenance staff to read water meters throughout the City. The handheld records the current read on the water meter which then calculates the water usage for quarterly utility billing. The handheld reader that the Maintenance staff has is outdated and can no longer support system updates by the manufacturer. This could cause the City to have issues of not being able to get reads off of meters in the future. The City has received a quote of \$7,000.00 to purchase the new handheld from Core & Main. This would be paid for out of the water fund operating budget. City Council reviewed the quote from Core & Main for the 7502 Handheld. The City has been anticipating the need to purchase a new handheld, and waited for the manufacturer to come out with the newest version, which was just released last month. It was recommended to City Council to approve the purchase of the 7502 Handheld to read water meters. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner as follows:

#### **MOTION TO APPROVE THE PURCHASE OF A 7502 HANDHELD TO READ CITY WATER METERS FROM CORE & MAIN FOR \$7,000.00 USING FUNDS FROM THE WATER FUND OPERATING BUDGET.**

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

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

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

### **ITEM 3.5 – PLANNING COMMISSION MINUTES – FEBRUARY 2, 2021**

City Attorney Wieser reviewed with City Council the Minutes from the February 3, 2021 Planning Commission. This item was informational, and no action was taken.

### **ITEM 3.6 – WAGON WHEEL PROJECT FINANCING REVIEW**

City Administrator Waller reviewed with City Council the financing for the Wagon Wheel Phase 3 project. With both Phase 1 and Phase 2 of the project, the City was able to carry the costs of the project internally, with funds available at the time. However, this is not the case with Phase 3 of the project. City Council reviewed a preliminary cash flow estimate for the project. It is common practice for cities to seek financing for projects that are grant funded and exceed the internal capabilities of the community. In the coming months the City's Finance Director, Debbie Shimshak, will be working with the banks in the community to put together a short-term financing package for the project. City Attorney Wieser will be working to put together the legal documents necessary to satisfy the borrowing requirements of the City. This will be done in the most cost-effective means there is for the City. This item was informational, and no action was taken.

### **ITEM 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – GREENSTEP MINUTES - JANUARY 20, 2021**

City Council reviewed the Minutes from the January 20, 2021 La Crescent GreenStep Committee meeting. No action taken.

### **ITEM 6.2 – EXPLORE LA CROSSE**

City Council reviewed the Minutes from the November 17, 2020 and December 21, 2020 La Crosse County Convention & Visitors Bureau Online Board Meetings. No action taken.

### **ITEM 8 – CHAMBER OF COMMERCE**

Sarah Dohnalik of the La Crescent Chamber of Commerce gave an update to City Council regarding the Chamber's Annual Meeting which will be virtual.

Houston County Commissioner, Dewey Severson, reviewed the County funding for small businesses and an update on vaccines for COVID-19 in the County. Houston County has administered 696 vaccines and 2,300 people in Houston County have been vaccinated.

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

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

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

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

SIGNED:


\_\_\_\_\_  
Mayor

ATTEST:

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

#1.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator   
DATE: February 18, 2021  
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending February 18, 2021. We would suggest that the City Council approve the payment of the bills as presented.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>3P ADMINISTRATORS, INC.</b>						
2/16/21 C.F.	MEDICAL REIMB P/R DEDUCTED	02/17/2021	35.00	35.00	02/17/2021	
Total 9457:			35.00	35.00		
<b>ABILITY BUILDING CENTER INC</b>						
8909	FD - CLEANING STATION	01/31/2021	172.00	.00		
Total 8085:			172.00	.00		
<b>ADVANCED BUSINESS SYSTEMS INC</b>						
96670	POSTAGE MTR RENTAL - ARENA	02/04/2021	9.32	.00		
96670	POSTAGE MTR RENTAL - POLICE	02/04/2021	18.63	.00		
96670	POSTAGE MTR RENTAL - SEWER	02/04/2021	37.25	.00		
96670	POSTAGE MTR RENTAL - LIC BUR	02/04/2021	9.31	.00		
96670	POSTAGE MTR RENTAL - LIBRARY	02/04/2021	9.31	.00		
96670	POSTAGE MTR RENTAL - BLDG/ZNG	02/04/2021	9.31	.00		
96670	POSTAGE MTR RENTAL - WATER	02/04/2021	37.25	.00		
96670	POSTAGE MTR RENTAL - GC	02/04/2021	9.31	.00		
96670	POSTAGE MTR RENTAL - PUBL WKS	02/04/2021	9.31	.00		
96670	POSTAGE MTR RENTAL - CLERK	02/04/2021	37.25	.00		
Total 41:			186.25	.00		
<b>AMERICAN LEGAL PUBLISHING CORP</b>						
6327	CODE OF ORD SUPPLEMENT PAGES	01/31/2021	217.00	.00		
Total 8057:			217.00	.00		
<b>AT&amp;T MOBILITY</b>						
1/21 FIRE	FD - WIRELESS	01/31/2021	100.80	.00		
1/21 MAINT	B&Z - WIRELESS	01/31/2021	32.24	.00		
1/21 MAINT	SEWER - WIRELESS	01/31/2021	45.34	.00		
1/21 MAINT	WATER - WIRELESS	01/31/2021	45.34	.00		
1/21 POLICE	PD - WIRELESS & DATA	01/31/2021	468.25	.00		
Total 9870:			691.97	.00		
<b>AXON ENTERPRISE, INC.</b>						
SI-1713236	PD - TASER	01/30/2021	1,236.76	.00		
Total 9690:			1,236.76	.00		
<b>BAKER &amp; TAYLOR</b>						
2035705349	LIBRARY - BOOKS	01/05/2021	152.45	.00		
2035728392	LIBRARY - BOOKS	01/15/2021	26.43	.00		
2035742173	LIBRARY - BOOKS	01/25/2021	540.01	.00		
Total 8022:			718.89	.00		
<b>BAN-KOE SYSTEMS GROUP</b>						
200323	WATER TREATMENT PLANT ANNUAL ALARM TEST	02/01/2021	225.00	.00		
Total 102:			225.00	.00		
<b>BAYCOM, INC</b>						
EQUIPINV_0310	FD - PAGER EQUIP	01/31/2021	688.00	.00		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 262:			688.00	.00		
<b>BENEFIT PLAN ADMINISTRATORS</b>						
4882	FSA ADMINISTRATIVE FEES	02/07/2021	52.00	52.00	02/16/2021	
Total 9724:			52.00	52.00		
<b>BLUFFLAND COALITION</b>						
2020 2ND PAYM	CITY COUNCIL - PROFESSIONAL SERVICES	12/31/2020	2,040.00	.00		
Total 9819:			2,040.00	.00		
<b>BOBCAT OF THE COULEE REGION</b>						
01-42874	GC - REPAIR BOBCAT	02/09/2021	10.42	.00		
01-42897	GC - REPAIR BOBCAT	02/09/2021	43.84	.00		
Total 216:			54.26	.00		
<b>BOB'S LOCK &amp; SAFE INC.</b>						
40162	FD - STATION DOOR REPAIR	01/14/2021	730.00	.00		
Total 123:			730.00	.00		
<b>CINTAS CORPORATION</b>						
4071946741	MAINTENANCE - UNIFORMS	01/04/2021	14.56	.00		
4071946741	MAINTENANCE - CLEANING	01/04/2021	3.50	.00		
4071946824	CITY HALL - CLEANING	01/04/2021	30.04	.00		
4072594191	MAINTENANCE - UNIFORMS	01/11/2021	14.56	.00		
4072594191	MAINTENANCE - CLEANING	01/11/2021	3.50	.00		
4073257730	CITY HALL - CLEANING	01/18/2021	30.04	.00		
4073257753	MAINTENANCE - CLEANING	01/18/2021	3.50	.00		
4073257753	MAINTENANCE - UNIFORMS	01/18/2021	14.56	.00		
4073945523	MAINTENANCE - UNIFORMS	01/25/2021	14.56	.00		
4073945523	MAINTENANCE - CLEANING	01/25/2021	3.50	.00		
Total 9696:			132.32	.00		
<b>CITY TREASURER'S OFFICE</b>						
1/31/21 PYMT #5	MTU TRANSIT FUNDING - GMTF	02/05/2021	60,708.50	.00		
Total 1086:			60,708.50	.00		
<b>CLEARWAY COMMUNITY SOLAR LLC</b>						
12/20 STMT	407 ORCHARDVIEW - BOOSTER	12/31/2020	79.97	.00		
12/20 STMT	608 S 7TH ST - POOL	12/31/2020	4.90	.00		
12/20 STMT	722 N 2ND ST - RADIUM PLANT	12/31/2020	962.60	.00		
12/20 STMT	520 S 14TH ST - ICE ARENA	12/31/2020	972.50	.00		
12/20 STMT	193 MCINTOSH - BOOSTER	12/31/2020	74.98	.00		
12/20 STMT	219 CHESTNUT ST - BRIDGE LIGHTS	12/31/2020	24.20	.00		
12/20 STMT	202 MAIN ST - FLAG LIGHT	12/31/2020	2.16	.00		
12/20 STMT	1450 HWY 16 - LIFT STATION	12/31/2020	15.53	.00		
12/20 STMT	523 S CHESTNUT ST - ANIMAL SHELTER	12/31/2020	127.71	.00		
12/20 STMT	209 S WALNUT ST - LAC SIGN	12/31/2020	13.56	.00		
12/20 STMT	31 MCINTOSH RD - LIFT STATION	12/31/2020	11.71	.00		
12/20 STMT	321 MAIN ST - LIBRARY	12/31/2020	80.29	.00		
12/20 STMT	1323 SPRUCE DR - ABNET FIELDS	12/31/2020	18.74	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
12/20 STMT	336 S 1ST ST - COMM BLDG	12/31/2020	75.18	.00		
12/20 STMT	1200 JONATHAN LN - PARK SHELTER	12/31/2020	28.17	.00		
12/20 STMT	200 STONEY PT - WELL HOUSE	12/31/2020	463.67	.00		
12/20 STMT	219 MAIN ST - UNIT LIGHTS	12/31/2020	32.46	.00		
12/20 STMT	110 MIDNIGHT ST - LIFT STATION	12/31/2020	10.68	.00		
Total 9854:			2,999.01	.00		
<b>CORKY'S PIZZA &amp; ICE CREAM</b>						
02-10-2021 POLI	PD - POLICE RESERVE HOLIDAY PARTY	02/10/2021	42.00	.00		
Total 241:			42.00	.00		
<b>CULLIGAN WATER CONDITIONING</b>						
285X19795701	CITY HALL - WATER COOLER RENTAL	02/01/2021	39.95	.00		
285X19795701	PD - WATER COOLER RENTAL	02/01/2021	39.95	.00		
285X19795701	MAINT - WATER COOLER RENTAL	02/01/2021	39.95	.00		
285X19823305	FD - WATER COOLER RENTAL	02/01/2021	42.70	.00		
Total 231:			162.55	.00		
<b>DAVY LABORATORIES</b>						
21B0003	WATER - SAMPLES	02/01/2021	90.00	.00		
Total 312:			90.00	.00		
<b>DEPT OF NATURAL RESOURCES</b>						
1/26-2/1/21	WEEKLY RECREATIONAL VEH. REGIST.	02/01/2021	977.15	977.15	02/05/2021	
2/2-8/21	WEEKLY RECREATIONAL VEH. REGIST.	02/08/2021	960.70	960.70	02/12/2021	
Total 318:			1,937.85	1,937.85		
<b>E O JOHNSON CO.</b>						
INV893596	PD - LOCKNET DATA TECH BLOCKADE INSTALL	02/05/2021	150.00	.00		
INV894087	PD - ACCESS POINT FOR DEPT TECH	02/08/2021	41.00	.00		
INV894098	OFFICE 365	02/08/2021	192.00	.00		
Total 8614:			383.00	.00		
<b>EFTPS - ELECTRONIC FEDERAL TAX</b>						
2/5/21 P/R	FED/FICA/MEDICARE	02/10/2021	13,704.70	13,704.70	02/10/2021	
Total 1127:			13,704.70	13,704.70		
<b>ELM USA, INC</b>						
37412	LIB - CD/DVD CLEANING	02/15/2021	25.00	.00		
Total 9517:			25.00	.00		
<b>ERICKSON, TERRY</b>						
1/26/21-1/28/21	ECONOMIC DEVELOPMENT SERVICES	01/28/2021	294.40	.00		
2/2/21-2/17/21	ECONOMIC DEVELOPMENT SERVICES	02/17/2021	883.20	.00		
Total 9324:			1,177.60	.00		
<b>FASTENAL COMPANY</b>						
WILAC350952	MAINT - NUTS & BOLTS FOR EQUIPMENT REPAIR	01/29/2021	97.62	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WILAC351081	MAINT SHOP - NUTS & BOLTS STOCK SUPPLY FOR REPA	02/03/2021	393.73	.00		
Total 9667:			491.35	.00		
<b>FIRE SAFETY U.S.A., INC.</b>						
143557	FD - EQUIPMENT	01/30/2021	135.00	.00		
Total 8851:			135.00	.00		
<b>FLEXIBLE PLASTICS INC</b>						
1157206	TRASH BAGS - 50 BOXES	02/09/2021	3,192.00	.00		
Total 529:			3,192.00	.00		
<b>GRAF ELECTRIC, INC.</b>						
19071	TROUBLE SHOOT DRIVE AT WELL - OVERHEATING	01/24/2021	97.50	.00		
Total 619:			97.50	.00		
<b>GUNDERSSEN HEALTH SYSTEM</b>						
282901	2021 EAP MEMBERSHIP	01/29/2021	560.00	.00		
Total 622:			560.00	.00		
<b>HAWKINS INC.</b>						
4870926	WATER PLANT - CHEMICALS	01/28/2021	5,173.85	.00		
Total 512:			5,173.85	.00		
<b>J.P. COOKE COMPANY</b>						
661954	DMV - STAMP PAD	02/11/2021	14.35	.00		
Total 925:			14.35	.00		
<b>LA CRESCENT AREA EVENT CENTER, INC.</b>						
JAN 2021	LODGING TAX - MARKETING & PROMO AGREEMENT	02/17/2021	302.14	.00		
Total 9810:			302.14	.00		
<b>LA CRESCENT CHAMBER OF COMMERCE</b>						
JAN 2021	LODGING TAX - MARKETING & PROMO AGREEMENT	02/17/2021	302.14	.00		
Total 1142:			302.14	.00		
<b>LA CROSSE AREA CONVENTION AND</b>						
JAN 2021	LODGING TAX - MARKETING & PROMO AGREEMENT	02/17/2021	945.15	.00		
Total 9824:			945.15	.00		
<b>LA CROSSE COUNTY TREASURER</b>						
2021-00620015	DISPOSE OLD DESKTOP COMPUTERS - CITY HALL	02/04/2021	430.90	.00		
Total 8964:			430.90	.00		
<b>MAYO CLINIC AMBULANCE SERVICE</b>						
1/16/21HEARTS	CPR CLASS	01/16/2021	75.00	.00		
1/16/21HEARTS	CPR CLASS	01/16/2021	325.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8150:			400.00	.00		
<b>MIENERGY COOPERATIVE</b>						
1/21 STMT	ELECT UTILITIES-CRESC.HGTS.& WILDWOOD SEC LIGH	01/31/2021	245.81	245.81	02/17/2021	
1/21 STMT	ELECT UTILITIES-GC POP MACH.	01/31/2021	46.94	46.94	02/17/2021	
1/21 STMT	ELECT UTILITIES-GC CLUBHOUSE	01/31/2021	208.05	208.05	02/17/2021	
1/21 STMT	ELECT UTILITIES-GC IRRIGATION & PARKING LOTS LIGH	01/31/2021	176.35	176.35	02/17/2021	
1/21 STMT	ELECT UTILITIES - HORSETRACK MEADOWS LIFT STATI	01/31/2021	80.16	80.16	02/17/2021	
Total 2012:			757.31	757.31		
<b>MINNESOTA CHILD SUPPORT PAYMENT CENTER</b>						
2/19/21 001 5639	MN CHILD SUPPORT	02/23/2021	602.21	.00		
2/5/21 15639670	MN CHILD SUPPORT	02/08/2021	602.21	602.21	02/08/2021	
Total 9597:			1,204.42	602.21		
<b>MINNESOTA DEPARTMENT OF HEALTH</b>						
1ST QTR 2021	QTRLY STATE WATER CONNECTION FEE	01/01/2021	4,896.45	.00		
Total 1396:			4,896.45	.00		
<b>MINNESOTA DEPT OF REVENUE</b>						
2/5/21 P/R	MN STATE WHT	02/11/2021	2,688.00	2,688.00	02/11/2021	
Total 227:			2,688.00	2,688.00		
<b>MINNESOTA ENERGY RESOURCES INC</b>						
1/21 STMT	ANIMAL SHELTER - GAS UTILITIES	01/31/2021	109.26	109.26	02/17/2021	
1/21 STMT	ARENA - GAS UTILITIES	01/31/2021	395.82	395.82	02/17/2021	
1/21 STMT	COMM BLDG - GAS UTILITIES	01/31/2021	407.90	407.90	02/17/2021	
1/21 STMT	POOL - GAS UTILITIES	01/31/2021	48.09	48.09	02/17/2021	
1/21 STMT	CONTROL BLDG - GAS UTILITIES	01/31/2021	91.15	91.15	02/17/2021	
1/21 STMT	GAS PUMP(193 MCINTOSH)	01/31/2021	62.18	62.18	02/17/2021	
1/21 STMT	GAS PUMP (405 ORCHARDVIEW)	01/31/2021	66.65	66.65	02/17/2021	
1/21 STMT	ABNET FIELD BLDG-GAS UTILITIES	01/31/2021	138.56	138.56	02/17/2021	
1/21 STMT	MAINT BLDG-GAS UTILITIES	01/31/2021	492.58	492.58	02/17/2021	
1/21 STMT	LIBRARY - GAS UTILITIES	01/31/2021	123.05	123.05	02/17/2021	
1/21 STMT	CITY HALL - GAS UTILITIES	01/31/2021	283.43	283.43	02/17/2021	
Total 8171:			2,218.67	2,218.67		
<b>MINNESOTA STATE RETIREMENT SYS</b>						
2/5/21 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	02/10/2021	5,459.59	5,459.59	02/10/2021	
Total 1285:			5,459.59	5,459.59		
<b>MISSION COMMUNICATIONS, LLC</b>						
1048817	SEWER - ANNUAL MANHOLE MONITORING SERVICE	02/08/2021	227.40	.00		
Total 9938:			227.40	.00		
<b>MISSISSIPPI WELDERS SUPPLY CO</b>						
3431157	SHOP - TORCH	02/03/2021	289.07	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1322:			289.07	.00		
<b>MN DNR ECO/WTR RESOURCES</b>						
2020 1961-0623	WATER PERMIT FEE	12/31/2020	865.83	865.83	02/11/2021	
Total 322:			865.83	865.83		
<b>MUNICIPAL EMERGENCY SERVICE</b>						
IN1545120	FD - EQUIPMENT	01/29/2021	342.00	.00		
IN1545134	FD - SERVICE TESTING	01/29/2021	1,063.00	.00		
Total 8816:			1,405.00	.00		
<b>NIEBUHR</b>						
23637A	INSTALL WATER METERS - 01/25/21	01/25/2021	164.00	.00		
Total 8277:			164.00	.00		
<b>NORTHLAND SECURITIES INC</b>						
6534	TIF DISTRICT 1-9 PROF SERVICES	02/09/2021	1,182.50	.00		
Total 8272:			1,182.50	.00		
<b>PARTNERS IN GRIME</b>						
887776	LIB - CLEANING	01/31/2021	215.00	.00		
Total 9310:			215.00	.00		
<b>PUBLIC EMPLOYEES RETIREMENT AS</b>						
1/2021 DCP	RETIREMENT DEDUCTIONS/CONTRIB.-DCP	02/09/2021	170.00	170.00	02/09/2021	
2/5/21 CORD & P	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	02/09/2021	12,670.62	12,670.62	02/09/2021	
Total 1612:			12,840.62	12,840.62		
<b>PUMP 4 LESS</b>						
1/21 CITY	PUBLIC WORKS - MOTOR FUEL	01/31/2021	25.70	.00		
1/21 POLICE	POLICE DEPT - MOTOR FUEL	01/31/2021	171.28	.00		
Total 8604:			196.98	.00		
<b>QUADIENT FINANCE USA, INC</b>						
1/21 STMT	Postage Meter Postage - Clerk	01/31/2021	90.00	.00		
1/21 STMT	Postage Meter Postage - Pool	01/31/2021	12.00	.00		
1/21 STMT	Postage Meter Postage - Water	01/31/2021	126.00	.00		
1/21 STMT	Postage Meter Postage- Library	01/31/2021	18.00	.00		
1/21 STMT	Postage Meter Postage- Lic Bur	01/31/2021	60.00	.00		
1/21 STMT	Postage Meter Postage - Police	01/31/2021	42.00	.00		
1/21 STMT	Postage Meter Postage - Fire	01/31/2021	24.00	.00		
1/21 STMT	Postage Meter Postage - Golf	01/31/2021	18.00	.00		
1/21 STMT	Postage Meter Postage - B&Z	01/31/2021	42.00	.00		
1/21 STMT	Postage Meter Postage - Animal	01/31/2021	6.00	.00		
1/21 STMT	Postage Meter Postage - PubWor	01/31/2021	30.00	.00		
1/21 STMT	Postage Meter Postage - Arena	01/31/2021	6.00	.00		
1/21 STMT	Postage Meter Postage - Sewer	01/31/2021	126.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9799:			600.00	.00		
<b>QUILLINS LA CRESCENT</b>						
1/21 CITY	PD - OFFICE	01/31/2021	2.78	.00		
1/21 CITY	FD - FOOD FOR TRAINING	01/31/2021	68.89	.00		
Total 1707:			71.67	.00		
<b>SOUTHEAST LIBRARIES COOP</b>						
048658	LIB - SELCO AUTOMATION FEE	02/09/2021	1,286.01	.00		
Total 1962:			1,286.01	.00		
<b>TITAN MACHINERY INC.</b>						
15147798 GP	CASE LOADER - CUTTING EDGE	02/08/2021	794.94	.00		
Total 9088:			794.94	.00		
<b>UNIVERSAL TRUCK EQUIPMENT INC</b>						
54357	PLOW - REPAIRS	02/01/2021	527.39	.00		
Total 2105:			527.39	.00		
<b>WATER SYSTEMS CO.</b>						
856921	LIBRARY - COOLER RENTAL	01/31/2021	6.00	.00		
Total 8605:			6.00	.00		
<b>WHKS &amp; CO.</b>						
42693	WAGON WHEEL [PH 3 BRIDGE	01/29/2021	79,542.53	.00		
Total 8290:			79,542.53	.00		
<b>XCEL ENERGY</b>						
1/21 STMT	CITY HALL	01/31/2021	368.64	368.64	02/17/2021	
1/21 STMT	LIBRARY	01/31/2021	188.06	188.06	02/17/2021	
1/21 STMT	LIFT STATION MIDNIGHT	01/31/2021	47.78	47.78	02/17/2021	
1/21 STMT	FLAG LITE 202 MAIN	01/31/2021	15.63	15.63	02/17/2021	
1/21 STMT	FLAG LITE 226 MAIN	01/31/2021	17.07	17.07	02/17/2021	
1/21 STMT	SIGN LITE 525 S CHESTNUT	01/31/2021	12.63	12.63	02/17/2021	
1/21 STMT	WELL HOUSE STONEY	01/31/2021	12.94	12.94	02/17/2021	
1/21 STMT	ABNET	01/31/2021	26.61	26.61	02/17/2021	
1/21 STMT	LIFT STATION HWY 16	01/31/2021	5.82	5.82	02/17/2021	
1/21 STMT	SHORE ACRES GRINDER PUMPS	01/31/2021	242.51	242.51	02/17/2021	
1/21 STMT	BRIDGE LIGHTS CHESTNUT	01/31/2021	16.89	16.89	02/17/2021	
1/21 STMT	TENNIS COURT LIGHTS	01/31/2021	6.42	6.42	02/17/2021	
1/21 STMT	RADIUM PLANT	01/31/2021	2,543.95	2,543.95	02/17/2021	
1/21 STMT	ANIMAL SHELTER	01/31/2021	133.33	133.33	02/17/2021	
1/21 STMT	BOOSTER STATION ORCHARDVIEW	01/31/2021	107.59	107.59	02/17/2021	
1/21 STMT	BOOSTER STATION MCINTOSH	01/31/2021	65.62	65.62	02/17/2021	
1/21 STMT	RESERVOIR CRESCENT HILLS	01/31/2021	13.97	13.97	02/17/2021	
1/21 STMT	WWTP	01/31/2021	826.35	826.35	02/17/2021	
1/21 STMT	GARAGE	01/31/2021	29.64	29.64	02/17/2021	
1/21 STMT	STREET LIGHT PO BOX 142	01/31/2021	5,443.48	5,443.48	02/17/2021	
1/21 STMT	ARENA	01/31/2021	2,097.97	2,097.97	02/17/2021	
1/21 STMT	LIFT STATION MCINTOSH	01/31/2021	10.12	10.12	02/17/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1/21 STMT	POOL	01/31/2021	103.90	103.90	02/17/2021	
1/21 STMT	WELL 3	01/31/2021	1,567.47	1,567.47	02/17/2021	
Total 1410:			13,904.39	13,904.39		
Grand Totals:			231,797.81	55,066.17		

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

City Treasurer: \_\_\_\_\_

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

#1.3

CITY OF LA CRESCENT  
CASH BALANCES  
DECEMBER 31, 2020

FUND	AUDITED 12/31/2019 BALANCE	UNAUDITED 12/31/2020 BALANCE
GENERAL (101)		
Unreserved	1,289,627.11	1,544,961.55
TOTAL GENERAL FUND	<u>1,289,627.11</u>	<u>1,544,961.55</u>
REVOLVING LOAN FUND (204)		
SCDP Grant Funds Returned	27,694.93	21,732.93
TOTAL REVOLVING LOAN FUND	<u>27,694.93</u>	<u>21,732.93</u>
LIBRARY (211)		
Unreserved	-58,073.51	-32,853.11
TOTAL LIBRARY	<u>-58,073.51</u>	<u>-32,853.11</u>
FIRE DEPARTMENT (213)		
Unreserved	572,534.08	300,985.43
	<u>572,534.08</u>	<u>300,985.43</u>
TAX INCREMENT FINANCE DISTRICTS		
Tax Increment 2-1 Duckett (252)	22,821.29	23,755.41
Tax Increment 5-1 Heth's (257)	1,190.58	5,506.47
Tax Increment 4-2 Gundersen (258)	92,897.21	99,419.51
Tax Increment 6-1 Schumacher Kish (259)	4,291.38	26,450.82
Tax Increment 1-8 Event Ctr/Hotel (260)	1,872.29	1,007.18
	<u>123,072.75</u>	<u>156,139.39</u>
DEBT SERVICE		
Bonds Paid Up (300)	19,198.82	19,398.35
2009A G.O. Refunding Bonds (322)	177,062.92	201,083.81
2011A G.O. Imp. Bonds (324)	33,647.01	13,997.94
2011B G.O. Rec. Facilities (325)	258,800.61	269,970.13
2013A G.O. Equipment Certificates (326)	120,529.11	129,374.88
2016A G.O. Refunding Bonds (327)	87,959.45	97,458.66
2017A G.O. Equipment Certificates (328)	107,346.27	114,576.15
2018A G.O. Imp. Bonds (329)	118,036.67	157,553.88
2019A G.O. Equipment Certificates (330)	14,021.70	40,346.28
2019B G.O. Imp. Bonds (331)	12,035.83	5,450.17
2020A G.O. Imp. Bonds-HTM (332)	0.00	568,130.57
2020A G.O. Imp. Bonds-Arena (333)	0.00	2,308.07
TOTAL DEBT SERVICE	<u>948,638.39</u>	<u>1,619,648.89</u>
CAPITAL PROJECTS		
2017A Equipment Certificate (446)	262,945.49	175,676.99
2018A Veterans Park & Street Project (447)	31,362.05	0.00
2019A Fire Truck & TIF Bonds (448)	313,246.15	0.00
2019B G.O. Improvement Projects (449)	349,970.08	8,939.46
2020A G.O. Improvement Projects (450)	-53,384.14	796,756.97
TOTAL CAPITAL PROJECTS	<u>904,139.63</u>	<u>981,373.42</u>



CITY OF LA CRESCENT  
CASH BALANCES  
DECEMBER 31, 2020

FUND	AUDITED 12/31/2019 BALANCE	UNAUDITED 12/30/2020 BALANCE
<b>WATER FUND (601)</b>		
Unreserved	1,593,368.50	43,256.44
2008A Water Revenue Bonds	41,488.33	0.00
2012B Water Revenue Bonds	187,385.42	0.00
2016A Water Revenue Bonds	22,791.67	0.00
<b>TOTAL WATER FUND</b>	<b>1,845,033.92</b>	<b>43,256.44</b>
<b>SEWER FUND (602)</b>		
Unreserved	775,509.08	-217,805.59
2008A Sewer Revenue Bonds	75,002.29	0.00
2012B Sewer Revenue Bonds	98,846.87	0.00
2016A Sewer Revenue Bonds	9,250.00	0.00
Designated Funds for Plant Replacement	260,630.63	262,643.64
<b>TOTAL SEWER FUND</b>	<b>1,219,238.87</b>	<b>44,838.05</b>
<b>SOLID WASTE (603)</b>		
Unreserved	14,324.69	26,058.38
<b>TOTAL SOLID WASTE</b>	<b>14,324.69</b>	<b>26,058.38</b>
<b>LICENSE BUREAU (604)</b>		
Unreserved	389,277.04	329,854.87
<b>TOTAL LICENSE BUREAU</b>	<b>389,277.04</b>	<b>329,854.87</b>
<b>PINE CREEK GOLF COURSE (613)</b>		
Unreserved	-110,932.18	-82,856.64
<b>TOTAL GOLF COURSE</b>	<b>-110,932.18</b>	<b>-82,856.64</b>
<b>ICE ARENA (615)</b>		
Unreserved	-211,992.62	-233,564.18
	-211,992.62	-233,564.18
<b>TOTAL FUNDS</b>	<b>\$6,952,583.10</b>	<b>\$4,719,575.42</b>

CITY OF LA CRESCENT  
CASH & INVESTMENT ANALYSIS  
DECEMBER 31, 2020

PETTY CASH & CASH DRAWERS	1,500.00
NOW CHECKING (5000047)/SWEEP ACCT	3,150,975.51
PSN DEPOSITORY ACCT (40031122)	2,368.74
PINE CREEK GOLF COURSE (9191115)	575.53
ICD SECURITIES, INC. MM (33682956)	1,867.69
HOME FEDERAL SAVINGS ACCT (4000061304)	157,941.04
MULTI-BANK SECURITIES, INC. - MM	0.00
MULTI-BANK SECURITIES, INC. - GOVT SEC.	0.00
MULTI-BANK SECURITIES, INC. - CD'S	938,000.00
ICD SECURITIES, INC. CD'S	362,000.00
HOME FEDERAL SAVINGS - CD	104,346.91
	<u>\$4,719,575.42</u>

<u>TOTAL INVESTMENTS-THIS YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	3,315,228.51
CD'S	1,404,346.91
GOVERNMENT SECURITIES	0.00
	<u>4,719,575.42</u>
RATES ON INVESTMENTS	0.10% - 2.65%

<u>TOTAL INVESTMENTS-LAST YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	5,057,583.10
CD'S	1,895,000.00
GOVERNMENT SECURITIES	0.00
	<u>6,952,583.10</u>
RATES ON INVESTMENTS	1.75% - 2.65%

#1.4

## Report Criteria:

Actual Amounts  
All Accounts  
Include FUNDS: 211  
Page and Total by FUND  
All Segments Tested for Total Breaks

Account Number	Title	Debit Amount	Credit Amount
211-10000	CASH & INVESTMENTS		32,853.11-
211-10200	PETTY CASH-LIBRARY	.00	
211-10450	INTEREST RECEIVABLE	.00	
211-10700	TAXES RECEIVABLE DELINQUENT	788.75	
211-11550	ACCTS RECEIVABLE - OTHER	.00	
211-13203	DUE FROM COUNTY	2,213.89	
211-15500	PREPAID INSURANCE	1,550.33	
211-20200	ACCOUNTS PAYABLE		3,635.80-
211-21500	ACCRUED INTEREST PAYABLE	.00	
211-21600	ACCRUED WAGES/SAL PAYABLE	.00	
211-22810	SALES TAX PAYABLE-LIBRARY	.00	
211-25300	FUND BALANCE	55,224.93	
211-31013	LIBRARY TAX REVENUE		163,106.22-
211-31014	HOUSTON COUNTY LIBRARY LE		43,457.24-
211-31051	EXCESS TIF REVENUE REFUND	.00	
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	
211-33620	WINONA COUNTY FUNDING		3,454.88-
211-34761	SELCO LIBRARY GRANT	.00	
211-34762	COPY MACHINE REVENUE		564.96-
211-34763	COMPUTER PRINTER REVENUE		449.04-
211-35103	FINES		891.08-
211-36200	MISCELLANEOUS INCOME	.00	
211-36210	INTEREST ON INVESTMENTS	.00	
211-36230	CONTRIBUTIONS		15,345.00-
211-36232	SUMMER SPONSORS	.00	
211-36233	CONTRIBUTION-LA CRESC. TWNSHP	.00	
211-36236	COMPUTER FUND REVENUE		1,665.00-
211-36238	GRANT/SCHOLARSHIP FUNDING	.00	
211-36241	INSURANCE REIMBURSEMENT	.00	
211-36243	ACE CAPITAL CREDITS		109.33-
211-39200	FRIENDS OF THE LIBRARY	.00	
211-39201	TRANSFER FROM GEN. FUND	.00	
211-45500-101	WAGES - FULL-TIME	90,612.94	
211-45500-102	OVERTIME PAY	21.65	
211-45500-103	WAGES - PART-TIME	28,838.21	
211-45500-111	SEVERANCE PAY	3,322.52	
211-45500-121	EMPLOYER FICA EXPENSE	9,421.65	
211-45500-122	PERA CONTRIBUTIONS	8,322.26	
211-45500-131	EMPLOYER PAID HEALTH INS	11,063.78	
211-45500-152	WORKERS COMP BENEFITS	.00	
211-45500-200	LIBRARY OFFICE SUPPLIES	1,179.38	
211-45500-202	COPY MACHINE SUPPLIES	.00	
211-45500-203	COMPUTER PRINTER SUPPLIES	30.76	
211-45500-211	CLEANING & SANITARY SUPPLIES	324.08	
211-45500-220	SUMMER PROGRAM SUPPLIES	1,865.04	
211-45500-221	WINTER READING PROG EXPENSES	.00	
211-45500-310	OTHER CONTRACTED SERVICES	3,555.60	
211-45500-321	TELEPHONE-LIBRARY	1,730.95	
211-45500-322	POSTAGE-LIBRARY	130.87	

Account Number	Title	Debit Amount	Credit Amount
211-45500-331	TRAVEL EXPENSES	41.11	
211-45500-350	PRINTING AND PUBLISHING	.00	
211-45500-360	INSURANCE	4,789.44	
211-45500-381	UTILITIES-ELECTRIC	1,963.63	
211-45500-382	UTILITIES-WATER/SEWER	336.37	
211-45500-383	UTILITIES-GAS	712.86	
211-45500-384	REFUSE DISPOSAL	120.00	
211-45500-401	REPAIR/MAINT-BUILDINGS	2,861.24	
211-45500-404	REPAIR/MAINT-EQUIPMENT	.00	
211-45500-406	REPAIR/MAINT-COMPUTERS	5,799.35	
211-45500-414	LIMITED ACCESS LINE	16,084.00	
211-45500-415	RENTALS-OTHER EQUIPMENT	1,350.14	
211-45500-430	MISCELLANEOUS	.00	
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	
211-45500-433	DUES & MEMBERSHIPS	406.85	
211-45500-434	LEGACY GRANT EXPENDITURES	.00	
211-45500-504	BOOKS - GRANT FUNDED	1,230.89	
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	6,582.80	
211-45500-506	PROCESSING MATERIALS	652.78	
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	
211-45500-570	OFFICE EQUIP. & FURNISHINGS	1,992.00	
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	
211-45500-580	C.O. OTHER EQUIPMENT	.00	
211-45500-610	INTEREST EXPENSE	410.61	
Total LIBRARY FUND:		265,531.66	265,531.66-
Net Income:			23,288.99-
Grand Totals:		265,531.66	265,531.66-
Net Income:			23,288.99-

## Report Criteria:

Actual Amounts

All Accounts

Include FUNDS: 211

Page and Total by FUND

All Segments Tested for Total Breaks

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-01/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
<b>LIBRARY FUND</b>						
<b>TAXES</b>						
211-31013	LIBRARY TAX REVENUE	154,846	163,106	.00	170,873	170,873
211-31014	HOUSTON COUNTY LIBRARY LE	46,642	43,457	.00	44,109	44,109
211-31051	EXCESS TIF REVENUE REFUND	.00	.00	.00	.00	.00
Total TAXES:		201,488	206,563	.00	214,982	214,982
<b>INTERGOVERNMENTAL AID</b>						
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	.00	.00	.00	.00
211-33620	WINONA COUNTY FUNDING	3,022	3,455	.00	3,113	3,113
Total INTERGOVERNMENTAL AID:		3,022	3,455	.00	3,113	3,113
<b>PUBLIC CHARGES FOR SERVICE</b>						
211-34761	SELCO LIBRARY GRANT	.00	.00	.00	.00	.00
211-34762	COPY MACHINE REVENUE	855	565	.00	500	500
211-34763	COMPUTER PRINTER REVENUE	730	449	.00	500	500
Total PUBLIC CHARGES FOR SERVICE:		1,585	1,014	.00	1,000	1,000
<b>FINES &amp; FORFEITURES</b>						
211-35103	FINES	2,105	891	.00	1,000	1,000
Total FINES & FORFEITURES:		2,105	891	.00	1,000	1,000
<b>SPECIAL ASSESSMENTS</b>						
211-36200	MISCELLANEOUS INCOME	.00	.00	.00	.00	.00
211-36210	INTEREST ON INVESTMENTS	56	.00	.00	.00	.00
211-36230	CONTRIBUTIONS	18,204	15,345	.00	4,000	4,000
211-36232	SUMMER SPONSORS	1,724	.00	.00	1,500	1,500
211-36233	CONTRIBUTION-LA CRESC. TWNSHP	3,000	.00	.00	3,000	3,000
211-36236	COMPUTER FUND REVENUE	2,000	1,665	.00	.00	.00
211-36238	GRANT/SCHOLARSHIP FUNDING	275	.00	.00	.00	.00
211-36241	INSURANCE REIMBURSEMENT	.00	.00	.00	.00	.00
211-36243	ACE CAPITAL CREDITS	104	109	.00	.00	.00
Total SPECIAL ASSESSMENTS:		25,364	17,119	.00	8,500	8,500
<b>OTHER FINANCING SOURCES</b>						
211-39200	FRIENDS OF THE LIBRARY	.00	.00	.00	2,073	2,073
211-39201	TRANSFER FROM GEN. FUND	.00	.00	.00	.00	.00
Total OTHER FINANCING SOURCES:		.00	.00	.00	2,073	2,073
<b>LIBRARY EXPENSES</b>						
211-45500-101	WAGES - FULL-TIME	92,747	90,613	5,239	85,937	80,698
Budget notes:						
Library Director & Library Assistant						
211-45500-102	OVERTIME PAY	.00	22	.00	.00	.00
211-45500-103	WAGES - PART-TIME	32,730	28,838	2,552	30,228	27,676
211-45500-111	SEVERANCE PAY	16,731	3,323	.00	.00	.00
211-45500-121	EMPLOYER FICA EXPENSE	10,392	9,422	581	8,887	8,306
Budget notes:						
7.65%						

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-01/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
211-45500-122	PERA CONTRIBUTIONS	8,959	8,322	575	8,552	7,977
Budget notes: 7.5%						
211-45500-131	EMPLOYER PAID HEALTH INS	29,789	11,064	961	20,412	19,451
211-45500-152	WORKERS COMP BENEFITS	.00	.00	.00	.00	.00
211-45500-200	LIBRARY OFFICE SUPPLIES	2,431	1,179	10	2,200	2,190
211-45500-202	COPY MACHINE SUPPLIES	.00	.00	.00	.00	.00
211-45500-203	COMPUTER PRINTER SUPPLIES	732	31	.00	700	700
211-45500-211	CLEANING & SANITARY SUPPLIES	137	324	.00	600	600
211-45500-220	SUMMER PROGRAM SUPPLIES	1,708	1,865	.00	2,800	2,800
211-45500-221	WINTER READING PROG EXPENSES	.00	.00	.00	.00	.00
211-45500-310	OTHER CONTRACTED SERVICES	3,652	3,556	682	4,500	3,818
211-45500-321	TELEPHONE-LIBRARY	1,626	1,731	154	1,800	1,646
211-45500-322	POSTAGE-LIBRARY	136	131	.00	300	300
211-45500-331	TRAVEL EXPENSES	1,428	41	.00	500	500
211-45500-350	PRINTING AND PUBLISHING	200	.00	.00	300	300
211-45500-360	INSURANCE	4,257	4,789	.00	4,250	4,250
211-45500-381	UTILITIES-ELECTRIC	2,193	1,964	.00	3,300	3,300
211-45500-382	UTILITIES-WATER/SEWER	392	336	.00	400	400
211-45500-383	UTILITIES-GAS	1,010	713	.00	1,200	1,200
211-45500-384	REFUSE DISPOSAL	120	120	10	120	110
211-45500-401	REPAIR/MAINT-BUILDINGS	173	2,861	.00	400	400
211-45500-404	REPAIR/MAINT-EQUIPMENT	1	.00	.00	.00	.00
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145	5,799	4,145	4,145	.00
211-45500-414	LIMITED ACCESS LINE	17,207	16,084	3,385	25,000	21,615
211-45500-415	RENTALS-OTHER EQUIPMENT	72	1,350	.00	120	120
Budget notes: Water Cooler						
211-45500-430	MISCELLANEOUS	.00	.00	.00	.00	.00
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00
211-45500-433	DUES & MEMBERSHIPS	282	407	.00	195	195
211-45500-434	LEGACY GRANT EXPENDITURES	.00	.00	.00	.00	.00
211-45500-504	BOOKS - GRANT FUNDED	.00	1,231	.00	.00	.00
211-45500-505	BOOKS, PERIODICALS, VIDEOS ETC	10,841	6,583	703	11,000	10,297
211-45500-506	PROCESSING MATERIALS	1,239	653	.00	1,200	1,200
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	.00	.00	.00	.00
211-45500-570	OFFICE EQUIP. & FURNISHINGS	2,675	1,992	.00	.00	.00
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-580	C.O. OTHER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-610	INTEREST EXPENSE	1,297	411	.00	1,480	1,480
Total LIBRARY EXPENSES:		249,301	205,754	18,998	220,526	201,528
LIBRARY FUND Revenue Total:		233,563	229,043	.00	230,668	230,668
LIBRARY FUND Expenditure Total:		249,301	205,754	18,998	220,526	201,528
Net Total LIBRARY FUND:		15,738-	23,289	18,998-	10,142	29,139
Net Grand Totals:		15,738-	23,289	18,998-	10,142	29,139

5:45 Public Hearing



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: February 17, 2021  
RE: Public Hearing – Small Cities Grant

At 5:45 pm. the City Council will hold a public hearing to review and consider the submittal of a Small Cities Development Program full application to the Minnesota Department of Employment and Economic Development. The program would provide owner housing rehabilitation assistance to low and moderate income households in the City. The application would provide assistance to 20 homeowners, up to \$24,000 per home, with a total application of \$552,000. A copy of the public hearing notice is attached.

This is the same program that the City received a \$456,000 grant in 2010, and a \$372,900 grant in 2017.

The City has been working with Semcac to prepare the application. Cindy Vitse from Semcac and Terry Erickson the City's Community Development Director will be in attendance at the meeting to review the application. If the application is approved, Semcac will provide the administrative support for the project.

The funds can be used for water heater and furnace replacements, and roofing, siding and window replacements. The funds can also be used to address lead paint issues and any health and safety issues.

In order to proceed with the application process, it is necessary for the City Council to adopt the attached resolution which authorizes the submittal of the full application.

It will also be necessary for the City Council to complete the Conflict of Interest Disclosure form and the Citizen Participation Plan, both of which are included.

## NOTICE OF HEARING

Notice is hereby given that the La Crescent City Council will conduct a public hearing at 5:45 p.m. on Monday, February 22, 2021 at the La Crescent City Hall, 315 Main Street, La Crescent, at which time it will consider a Small Cities Development Program Full Application.

Persons wishing to be heard with regard to the above-described application will be heard at this time. If unable to attend, written testimony may be offered and shall be given to the City Administrator prior to 4:00 p.m. the day of the hearing. The proposed plan is on file in the City Administrator's Office and is open for inspection during normal office hours.

THE CITY OF LA CRESCENT

BY: Bill Waller  
City Administrator

Dated: January 28, 2021



**RESOLUTION NO. 02-21-08**

**A RESOLUTION APPROVING THE FULL APPLICATION TO THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT SMALL CITIES PROGRAM**

BE IT RESOLVED that the City of La Crescent act as the legal sponsor for the project contained in the Application to be submitted on March 12, 2021 or before and that Mike Poellinger, Mayor, and Bill Waller, City Administrator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of La Crescent.

BE IT FURTHER RESOLVED that the City of La Crescent has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of La Crescent has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of La Crescent may enter into an agreement with the State of Minnesota for the approved project, and that the City of La Crescent certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Mike Poellinger, Mayor, and Bill Waller, City Administrator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of La Crescent on the 22<sup>nd</sup> day of February, 2021.

SIGNED:

WITNESSED:

\_\_\_\_\_  
Mike Poellinger, Mayor  
Date: February 22, 2021

\_\_\_\_\_  
(Title)  
Date: February 22, 2021

\_\_\_\_\_  
Bill Waller, City Administrator  
Date: February 22, 2021

## Conflict of Interest Disclosure Form

This form gives grantees an opportunity to disclose any actual, potential or perceived conflicts of interest that may exist when receiving a grant. It is the grantee's obligation to be familiar with the Office of Grants Management (OGM) Policy 08-01, Conflict of Interest Policy for State Grant-Making, specifically the section related to organizational conflict of interest.

All grant applicants must complete and sign a conflict of interest disclosure form.

☐ I or my grant organization does NOT have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

☐ I or my grant organization have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest. (*Please describe below*):

If at any time after submission of this form, I or my organization discover any additional conflict of interest(s), I or my organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Printed Name of Mayor or County Board Chair:

Signature:

Name of City/County: City of La Crescent

Date:

## **Citizen Participation Plan**

Pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of the City of La Crescent (hereinafter referred to as the Applicant), particularly persons of low and moderate income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

### **Public Hearing**

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities and past CDBG performance.

Prior to submitting a CDBG application to the State of Minnesota, the Applicant will need to conduct at least one public hearing to identify community development and housing needs, including the needs of very low and low income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant must also, at minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities should be reviewed. Compliance with historic requirements of the CDBG program must be discussed, including whether there are/may be any historic or potentially historic buildings in the target area, and how the Applicant intends to address compliance with federal regulations governing the "Protection of Historic Properties."

Formal notice of the public hearing must be provided, which follows the posting/publication requirement(s) of the Applicant. A public notice will also be posted in places frequented by the public, especially low and moderate income persons benefiting from or affected by proposed CDBG activities. As circumstances warrant and as the Applicant determine necessary or appropriate, participation may additionally be specifically solicited from persons of low and moderate income, those benefiting from or affected by CDBG activities and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. In case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present. Citizens must be provided the opportunity to comment upon the original Citizen Participation Plan and on substantial amendments to it, or to the activities for which CDBG funds will be used.

### **Public Information and Records**

Information and records regarding the proposed and past use of CDBG funds will be available at La Crescent City Hall during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

### **Written Comments and Response**

The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

Applicant: City of La Crescent

Signature of Chief Elected Official of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

#3.1



TO: Honorable Mayor and City Council members

FROM: Angie Boettcher, Administrative Assistant

DATE: 02/09/2021

SUBJECT: Explore La Crosse 2021 Travel Study

A handwritten signature in black ink, appearing to read "Angie B.", is written over the "FROM:" line.

A.J. Frels, Executive Director of the La Crosse County Convention & Visitors Bureau will be in attendance at the February 22<sup>nd</sup> City Council meeting to discuss the 'Impact Review of Explore La Crosse Promotion and Marketing for the City of La Crescent.' Attached are the documents that he will be reviewing.

Thank You

## OUR MISSION

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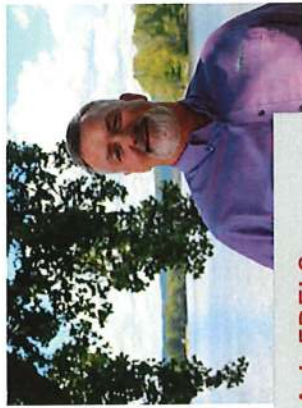
The La Crosse County Convention and Visitors Bureau builds awareness of the Upper Mississippi Valley region as a global tourism destination. Increasing revenue and stimulating economic development, enhancing visitor spending and overnight stays, will be realized by promoting leisure travel, conventions, sports, and events while highlighting our region's natural beauty and showcasing the talents of our residents for all communities.

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*explore*  
**LACROSSE**  
.com

## OUR TEAM

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**A.J. FRELS**  
Executive  
Director



**MICHELLE HOCH**  
Director of Finance  
and Human Resources



**JEREMIAH BURISH**  
Director of Sports  
Sales



**BEN MORGAN**  
Director of Group Sales  
and Sports Servicing



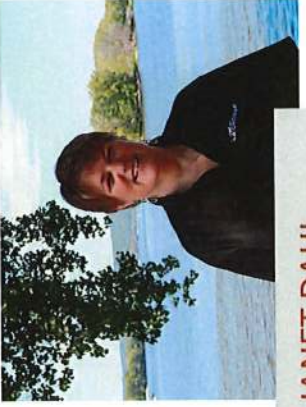
**JAY FANTA**  
Director of Convention  
Sales



**HALEIGH DOYLE**  
Director of Media  
and Marketing



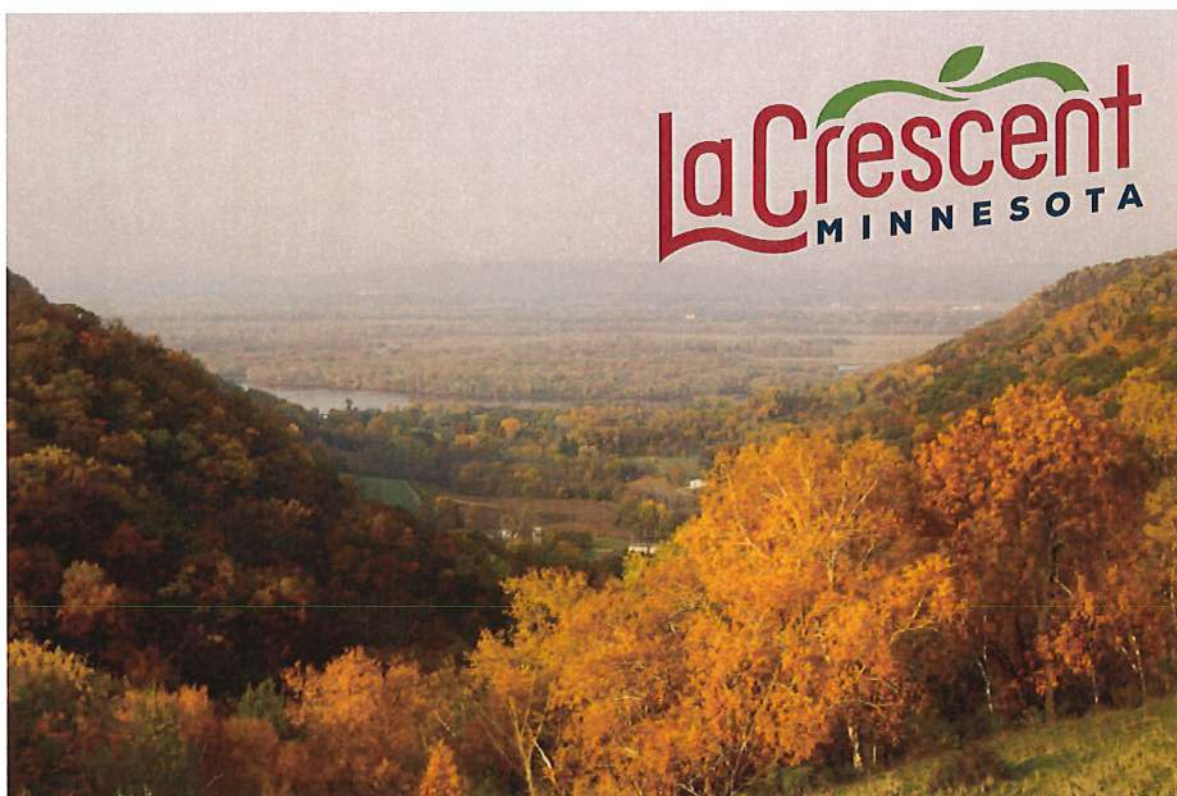
**DEB CARLSON**  
Director of  
Membership



**JANET DAHL**  
Tourism  
Services



explore  
**LA CROSSE**  
.com



Impact Review of Explore La Crosse Promotion and Marketing of the  
**City of La Crescent | December, 2020**

Since the inception of the La Crosse County Convention & Visitors Bureau in January of 2016, a concerted effort has been made to market La Crosse County as a whole, through multiple media channels including print, radio, billboards, digital, native and content marketing. Messaging has been utilized to educate and inform the target audience about the La Crosse Region (ie. River of Festivals Campaign, Fall into La Crosse, etc.) Explore La Crosse has been building a regionwide image utilizing video, words, and photography to create a narrative which has allowed us to implement a comprehensive marketing campaign targeting new and existing potential visitors. We have utilized this process and tracked success to develop annual marketing goals, year over year, based on insights and understanding stemming from direct, first-hand La Crosse Region experiences.

### **Example Marketing Campaigns:**

#### River of Festival Campaign (2016-2019)

The inaugural “River of Festivals” campaign had 24 festivals participate which resulted in a million-page views for festivals and included the collection of 40,000+ emails for area festivals’ future marketing campaigns. These festival celebrations are a vital component of the area’s tourism, recreation, and hospitality industries. Festivals introduce visitors and give them the opportunity to enjoy the area’s renowned natural beauty alongside its wide variety of celebrated attractions, businesses, and services.

#### Other Region-Wide Campaigns

Best of La Crosse County (2014-2018)

Boats, Bikes, Art & Hikes (2017)

Fall into La Crosse (2016-2017)

Local Stuff Giveaway (2017-2018)

Boatload of La Crosse County (2019)

Trek Electric Bike Sweepstakes (2020) | 24,054 Total Entrants

Photography Scavenger Hunt (2020)

Fall Photo Sweepstake (2020)

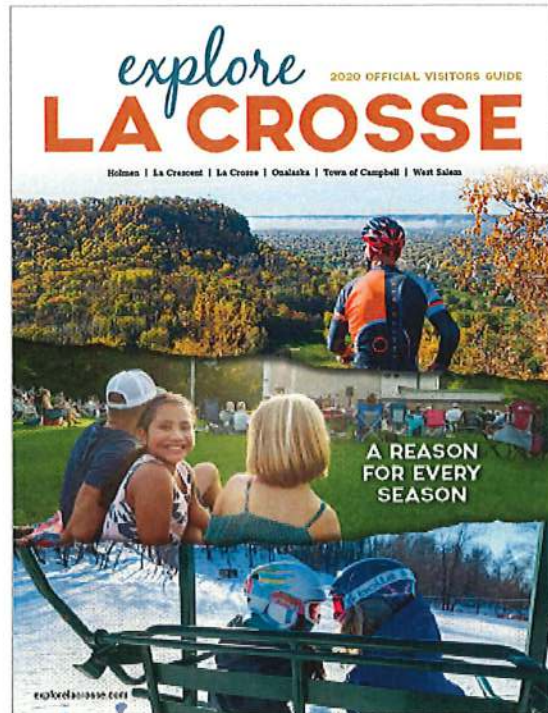
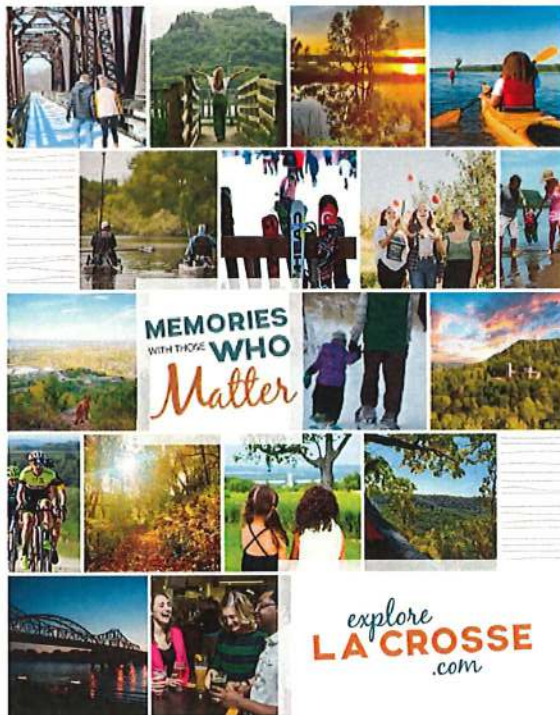
Fall Getaway Sweepstakes (2020) | 2,727 Total Entrants

Rotary Lights Road Trip Sweepstakes (2020) | 2,549 Total Entrants

#### Collateral / Creative Examples

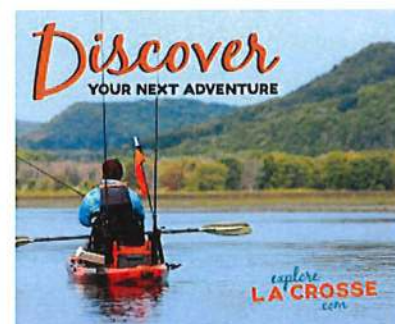
Collateral which includes video, text, and imagery has been utilized that encapsulates the county as a whole. We utilize activity within beautiful locations and avoid naming a specific location within most print ads and videos, but expand on individual activities within each city in our Visitor's Guide and the website. This primary draw (festivals, recreation) is used to capture the initial attention of visitors to opt-in on various online venues where we educated them on the cities, histories, and complementary activities in the area.





#### Print:

Visitor Guide & Map has many La Crescent mentions in text, stories, pictures and listings. The Explore La Crosse Visitors' Guide (90,000 printed) & Map (40,000 printed) is dispersed throughout Wisconsin's Interstate highway system and other major four-lane highways with rest areas. Guides and maps are mailed by request throughout the United States and Canada and distributed at trade shows in Madison, Milwaukee, Minneapolis, Duluth, and Cedar Falls. The 2021 Guide is being printed at no cost to our 400+ members to honor their partnership, especially during these times.





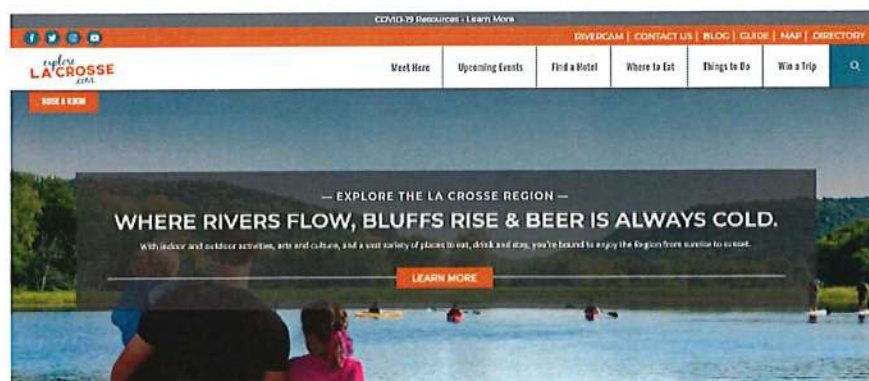
### Website:

La Crescent has an active presence on the site which drew 3,013,580 sessions to the website (356,882 in 2020) since the collaboration origin (January 1, 2016) this included 219,319 new user's and contributed to 753,826 page views in 2020. Only 1.8% came from the city of Onalaska and 16.2% came from the city of La Crosse suggesting that 82% of visitors are searching from outside of our membership communities. The word "La Crescent" is referenced throughout the website with multiple mentions on each page related to attractions, events, and blogs.

Our website also hosts The Bluffs Blog, featuring a variety of subjects to promote the La Crosse Region and our members. The most recent campaigns in our blog highlighted the La Crescent area with the goal to promote the activities that are still safe and available for residents and visitors alike. Here are some of the autumn blogs that featured La Crescent, MN.

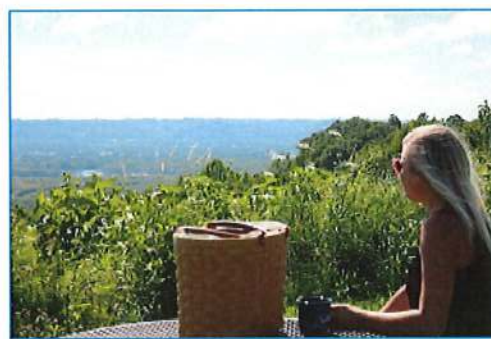


After months of development, Explore La Crosse was excited to welcome and announce our new website in July of 2020! Explorelacrosse.com received a face-lift and was designed to be user friendly, digitally optimized, and was specially created for the tourism industry. We look forward to continue grooming the website to be the optimum resource to residents and tourists alike.



**Brand Photo Shoots:**

In 2016, Explore La Crosse made additional investments in “Brand Photography” which has included Grandad Bluff, Riverside Park, and many other iconic locations and attractions. As the year continues to pass, we look forward to adding more Brand Photos of La Crescent and its attractions for use in promotions, advertising, branding and more. For example, the Director of Marketing just recently did a shoot on Apple Blossom Drive for content usable on the website, social, and other promotions. In addition, ongoing brand photography takes place year-round at events and during video shoots. This doesn’t include the on-site photography provided free of charge with membership.

**Video Shoots:**

Starting 2019, Explore La Crosse has invested in producing additional, branded videos with county wide b-roll. La Crescent will be featured in appropriate videos with subjects including festivals, dining, outdoor recreation, scenic landscape, family fun and more. The completed video library is expected by the end of 2021.

Check out all of Explore La Crosse's previous branded videos here:

<https://www.youtube.com/c/ExploreLaCrosseCounty>

**E-Newsletter Promotion:**

The Next 15 Days newsletter focuses on highlighting events that are posted to our event calendar by our members. This particular newsletter is sent to 52,000 email subscribers and is our largest and most popular e-newsletter. Unfortunately, due to the recent pandemic, our Newsletter strategies changed. Rather than focusing primarily on events, it became marketing oriented with La Crosse Region content including videos, photography, blogs, quizzes, contests, the RiverCam, Travel Wisconsin campaigns and more.

**Social Media:**

Currently, Explore La Crosse utilizes a variety of social media platforms with the most popular being Facebook at 23,101 likes and 24,714 followers. We share Special Events, Events from our Website’s Event Calendar, URL links to [explorelacrosse.com](http://explorelacrosse.com) (Where to Stay, Things to Do, etc.), News articles, blog posts, press releases, video and photography that highlight our members.



It is in the previously mentioned forms of promotion, from January 1, 2020 to the current date, La Crescent has received a social media “reach” of approximately 655,354 people through our Explore La Crosse Facebook page. “Reach” is not just the number of people who’ve Liked your Page and thus see your update. Every time someone shares (or in some cases Likes) your content, that content can be seen by their own friends, and the “Reach” number represents these impressions.

Recently, we have begun to encourage followers to use #explorelacrosse with their posts and if deemed appropriate, Explore La Crosse will feature their photos with #Explore and our “Located in the La Crosse Region” Photo Quiz. We are also beginning to implement additional hashtags for: #FotoFeatureFriday, #LegendaryLaCrosse, #TravelAwaits and #ResponsibleRecreation



### **Photography:**

Explore La Crosse will be investing time to capture photos of landmarks, businesses and the beauty within La Crescent throughout 2020. Photography has also been added as an option to new and existing members. Explore La Crosse will set up photo shoots or collect photos as needed in order to better promote our members through social media, our website, and our blog content. Photos are featured on our Flickr, Facebook, Instagram, Twitter, Website, and Blog posts (“The Bluffs Blog”).

### **Membership:**

Prior to the pandemic, 10 La Crescent businesses had chosen to join Explore La Crosse since La Crescent partnered with the bureau. Five of the ten are new members, who became partners in 2019.

These members are promoted through:

- Pages on [explorelacrosse.com](http://explorelacrosse.com)
- Line listings in the Explore La Crosse Visitor Guide
- Event promotion in the Next 15 Days La Crosse
- Brochure distribution in the La Crosse Visitor Center, I-90 Welcome Center, the mobile tourism trailer, and the Great River Landing

- Placement on the interactive map located online and on touch screens in the I-90 Welcome Center, the La Crosse Visitor Center, and the Great River Landing, Omni Center, Mobile Visitor Center, West Salem Historical Society, and soon to the La Crescent Event Center.
- River of Festivals – “River of Fests”: a sweepstakes program utilized by Explore La Crosse member events
- Social media promotion per request
- Visitor phone support – we get thousands of calls a year and the businesses (and La Crosse as a whole) is on our list to talk about

### **Grants:**

The Explore La Crosse Grant Program is here to help organizers promote their events to potential visitors in order to grow overnight stays in the La Crosse Region. Grant dollars are offered to new and expanding events, festivals and sports tournaments to allow them more marketing dollars to reach out beyond the La Crosse Region. Although new and expanding events are given priority, continuing events also are eligible for grant dollars.

The Explore La Crosse Grant Program is growing each year with an inaugural budget in 2016 of \$45,000 to a budget in 2019 of \$85,000. Unfortunately, the grant program has been suspended throughout the remainder of 2020 due to the coronavirus pandemic.

### **Sports & Events:**

Sports and events are integral in the economic impact and growth of La Crosse County. La Crescent benefits from directly hosting events as well as from the overflow traffic of events being hosted in other surrounding communities throughout the area. The Explore La Crosse Directors of Sports and Sports Servicing are dedicated to both scheduling new and rescheduling 2020 events at the many facilities, parks, and venues that La Crescent has to offer.

- Over Labor Day weekend, Explore La Crosse hosts the annual Bicycle Festival out of Riverside Park. Numerous featured rides cross the river to La Crescent, Nodine, Hookah, and Houston. These rides showcase the many scenic routes in eastern Minnesota, especially the Apple Blossom route which is one of the annual favorites.
- WIAA State Track & Field Championships is the largest sporting event in the area. Hosted annually at UW-La Crosse, over 3,000 athletes and total attendance of 24,000+ over the two day competition fill hotels throughout the county and beyond
- Major national fishing tournaments like the Bassmaster Elite Series, FLW Pro Tour, Major League Fishing, and more return regularly to impact the region and show off the incredible fishery the Mississippi River provides, benefitting all businesses along pools 7, 8, and 9 from Trempealeau, WI and Winona, MN all the way to Lynxville, WI and Harpers Ferry, IA

**Convention & Meetings:**

Both our Convention Sales and our Group Sales departments actively represent the city of La Crescent in a number of ways; they both strive to promote new and rescheduled 2020 events due to the recent pandemic. Convention business, no matter where the meetings are held, help sustain the hotel industry in the La Crosse Region. Group travel impacts the community helping to promote community events, room blocks for special events and introducing the Region to groups looking to travel into our area. The Group Sales department assists biking clubs, motorcycle clubs, car clubs, reunions, weddings and military groups in selecting not only hotel rooms but where they spend their money when traveling - dining, tours, shopping, festivals and more. There is no cost to incoming groups to utilize our services!

Over 110 leads were sent to area hotels in 2018. Leads will now include our partner, The Best Western Plus and the La Crescent Event Center. This partner will get all of our leads for groups that we are soliciting business from.



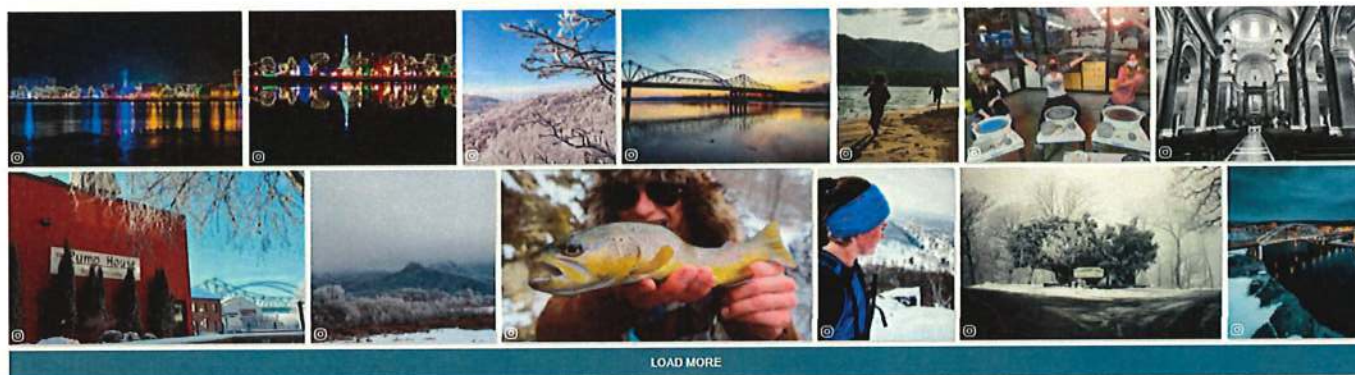


## 2021 SPRING MEMBERSHIP MARKETING OPPORTUNITIES:

Explore La Crosse is offering our current members the following COMPLIMENTARY and FREE opportunities to co-market with us through March 31, 2021. We look forward to partnering with you!

### \*NEW\*: CrowdRiff Photo Gallery Features – Contact for More Details

Explore La Crosse has partnered with CrowdRiff to accumulate user-generated-content. We know our many explorers and local businesses take the best photos, and this helps us gain rights to them! Becoming [an Instagram business account](#) helps us to find your photos faster to share them in galleries and [blogs](#). Want to connect to us and give us immediate access to your posted photos? [Learn the benefits](#) & [AUTHORIZE HERE](#)



LOAD MORE

### \*NEW\*: Add CrowdRiff Photo Gallery to Your Member Page

If you have authorized Explore La Crosse to access your BUSINESS Instagram Profile photos, we are able to add a photo library of your photos to your Membership Webpage (upon request)! This is a fabulous chance to feature a variety of updated content to promote your business and create virtual stories for web-users to enjoy when they visit your Member Webpage. We are dedicated to promoting you! [AUTHORIZE HERE](#)

### \*NEW\*: 2021 Videography Feature

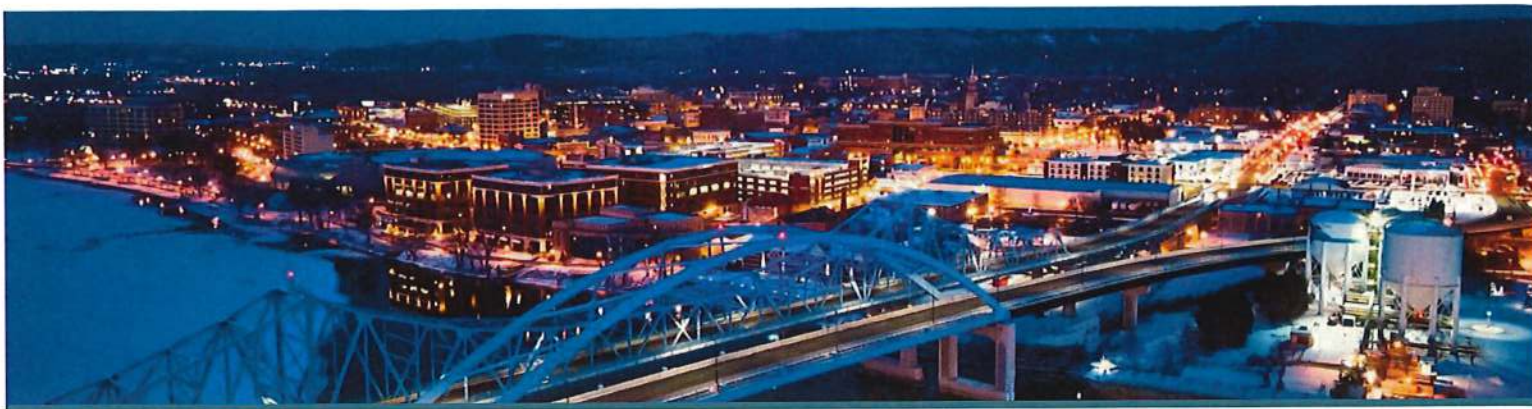
Explore La Crosse is excited to continue building our branded video library in 2021. Some Videography subjects may include: festivals, dining, outdoor recreation, sportsman activities, scenic landmarks and vistas, family fun, conventions and meetings, etc.. Branded videos are shared digitally on social platforms, played in welcome centers + more! Interested in having your member business featured in a relevant video?

**CONTACT TO BOOK\*** (First Come First Serve: Potential maximum limit of 5 businesses per industry. Estimate start date in March or April)

### Blog Spotlight

While Explore La Crosse strives to post various blog topics highlighting the wide-range of our member base, we are offering members a [Blog Spotlight](#).\* With an ever-growing blog following, this would grant your business the opportunity to have a specialty interview/article on our website. **CONTACT TO BOOK\***





## Sweepstakes Host or Co-Host

Explore La Crosse features a [Sweepstakes](#) page on our website and you can host sweepstakes to reside within it!\* In order to both promote your business and the La Crosse Region, we will work with you to list your event tickets, giftcards, swag, weekend getaway packages ([example](#)), + more on our website! [SUBMIT TO HOST](#)

## Explore La Crosse Events Calendar

Whether you have a special happy hour night, a kids eat for free night, a sale, live music, a live-streaming event, an on-site event, an anniversary celebration, an open house, or just regular activities to feature, this [Calendar](#) can be a resource to get the word out and is featured in email-blasts! [SUBMIT EVENT INFO](#)

## Business Photography

Explore La Crosse can take quality photos to help you promote your business on your website, your social media, and on your membership page on [ExploreLaCrosse.com](#). With appropriate, advanced notice, a team member may attend an event to take exclusive, specialty photos as well. **CONTACT TO BOOK\***

## Instagram and Facebook Live Features

Explore La Crosse is offering to partner with you to host social media LIVE stream [interviews](#) at your business site.\*\* Topics may include sales/promos, a business tour, your COVID-19 safety measures, history, a how-to-tutorial, etc. We have 24K+ FB followers and 6.1K+ Instagram followers. **CONTACT TO BOOK\***

## **\*NEW\*: Up to 3 Press Releases to Targeted Media Lists**

Explore La Crosse utilizes Meltwater, a media monitoring and public relations platform, and want to share the offerings with you. Upon request, Explore La Crosse is able to share featured article content with targeted media lists for you! New opening? Seasonal updates or offerings? New industry trend or packaged deal? Upcoming anniversary? Let us help you get the news out to media outlets that matter! **CONTACT TO BOOK**

For any questions or to sign up for marketing opportunities, please contact  
Haleigh Doyle, Director of Media and Marketing: [Doyle@ExploreLaCrosse.com](mailto:Doyle@ExploreLaCrosse.com) | (608) 782.2211

For any questions regarding your membership or membership webpage,  
please contact Deb Carlson, Director of Membership:  
[Carlson@ExploreLaCrosse.com](mailto:Carlson@ExploreLaCrosse.com) | (608) 782.2286

\*Note, various opportunities and their scheduling are first-come-first-serve. In addition, blog spotlights and business photo shoots will both be limited to two per month.

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**LA CROSSE**  
.com



#3.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: February 16, 2021  
RE: 2021 Board of Appeal/Equalization Meeting

We are suggesting that the City Council call for a Special City Council meeting at 5:30 pm, on Monday, April 19, 2021, for the purpose of conducting the City's Board of Appeal/Equalization meeting. We are suggesting that the meeting be held in the City Council Chambers at City Hall so that the meeting can be conducted virtually via Zoom.

#3.3



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: February 17, 2021  
RE: Purchase Agreement – South 7<sup>th</sup> Street

Attached for review by the City Council is a draft of a purchase agreement related to the proposed sale of City owned property to Julie Tully at 716 South 7<sup>th</sup> Street. The City Attorney will review the draft of the purchase agreement with the City Council at the meeting. Also included are two alternatives that have been prepared that present conceptual uses for the property.

We are not sure of how to place a value on the property, and are wondering if having an appraisal conducted on the property would give the City a basis for determining a value. The 30' wide option really only has value to the existing property owner. The 52' option is nearly an approved building lot in the City, would seem to have significantly more value, and may warrant seeing if there might be other interest in the property.

## EARNEST MONEY CONTRACT OF SALE

RECEIVED OF Julie A. Tully, f/k/a Julie A. Hanson, and Michael A. Tully, One Thousand 00/100 Dollars (\$1,000.00) as Earnest Money, and in part payment for the purchase of the following described property situated in the County of Houston, and State of Minnesota, described to-wit:

See Exhibit A. Legal description to follow and to be approved by Seller and Buyer prior to closing. Illustration of the proposed property is attached as Exhibit B.

which Sellers have this day agreed to convey to said Buyers for the sum of \_\_\_\_\_), on terms as follows, to-wit: \$ \_\_\_\_\_ herein received and the balance in cash on or before \_\_\_\_\_, 2021, the day of closing, when a Warranty Deed conveying a good title to said land is tendered, time being considered of the essence of this Contract.

As quickly as possible after final acceptance date of this Purchase Agreement:

- a. Seller shall surrender any abstract of title and a copy of any owner's title insurance policy for the property if in Seller's possession or control, to Buyer or Buyer's designated title service provider; and
- b. Buyer shall obtain the title services determined necessary or desirable by Buyer or Buyer's lender, including but not limited to title searches, title examinations, abstracting, a title insurance commitment or an attorney's title opinion at Buyer's selection and cost and provide a copy to Seller.

If said title is not marketable and is not made so within One Hundred Twenty (120) days from the date of written objections thereto as above provided, this agreement shall be null and void, at the option of the Buyer, and neither principal shall be liable for damages hereunder to the other principal. All money theretofore paid by the Buyer shall be refunded. If the title to said property be found marketable or be so made within said time, and said Buyer shall default in any of the agreements, then, and in that case the Seller may terminate this contract and on such termination all the payments made upon this contract shall be retained by said Seller and said agent as their respective interests may appear, as liquidated damages, time being of the essence hereof. This provision shall not deprive either party of the right of enforcing the specific performance of this contract provided such contract shall not be terminated as aforesaid and provided action to enforce such specific performance shall be commenced within six (6) months after such right of action shall arise.

The real estate taxes due and payable in the year 2021 shall be prorated with the Sellers paying all real estate taxes accruing up to the date of closing, and the Buyers paying all the real estate taxes accruing thereafter. All levied and pending special assessments, if any, shall be paid for by the Sellers. If applicable, Seller shall pay deferred real estate taxes, including green acre payback, which will result from the closing of this sale and the closing of the anticipated deed.

### **Additional Terms:**

1. Prior to closing, Buyer shall reimburse the City of La Crescent for City of La Crescent's legal expenses and City engineering expenses relating to this transaction in amount not to exceed \$3,000.00.
2. Prior to closing, Buyer shall provide a site grading plan showing a proposed improvement to the property, grading, and any public infrastructure to accommodate the improvements. The grading plan will be prepared by a licensed engineer. Said expense to be paid by Buyer and approved by City Engineer.
3. Buyer shall prepare a drainage report that includes existing drainage areas, existing drainage infrastructure, and proposed improvements. The drainage report shall address drainage both along 7<sup>th</sup>

Street and area to the north. This report shall be prepared by a licensed engineer. Said expense to be paid by Buyer and approved by City Engineer.

4. If needed, Buyer will deliver to City, at Buyer's expense, additional easements to accommodate the above additional terms.
5. Buyer shall be solely responsible for all surveying necessary to obtain necessary government approval from the City of La Crescent including, but not limited to, rezoning, platting, and any other requirements as determined by the City Building Official.
6. Houston County Engineer need to approve the location of the new driveway.
7. The existing driveway will be vacated as Buyer shall only be allowed one (1) driveway connecting to 7<sup>th</sup> Street.

### WELL DISCLOSURE

(Check one of the following):

- ☒ Seller certifies that Seller does not know of any wells on the real property.
- ☐ Wells on the real property are disclosed by Seller on the attached Well Disclosure Form.

### SEWAGE TREATMENT SYSTEM DISCLOSURE

(Check A, B or C):

- ☒ A. Seller certifies that Seller does not know of any sewage generated on the premises.
- ☐ B. Seller certifies that sewage generated at the property goes to a facility permitted by the Minnesota Pollution Control Agency (ex. A city or municipal system).
- ☐ C. Seller certifies that sewage generated at the property does not go to a facility permitted by the Minnesota Pollution Control Agency and Seller's Disclosure of Individual Sewage Treatment System is attached hereto.

(Check either D or E):

- ☒ D. Seller does not know if there is an abandoned individual sewage treatment system on the property.
- ☐ E. Seller knows that there are no abandoned individual sewage treatment systems on the property. If seller discloses the existence of an abandoned individual sewage treatment system on the property, then Minnesota law requires that the location of the system be disclosed to Buyer with a map.

Julie A. Hanson, hereby agrees to purchase the said property for the price and upon the terms above mentioned, and also agrees to the conditions of forfeiture and all other conditions therein expressed.

\_\_\_\_\_  
Julie A. Tully, f/k/a Julie A. Hanson

\_\_\_\_\_  
Michael A. Tully

City of La Crescent, the undersigned owner of the above described land, do hereby agree to sell the said property for the price and upon the terms above mentioned.

\_\_\_\_\_  
Mike Poellinger, Mayor

\_\_\_\_\_  
Bill Waller, City Administrator





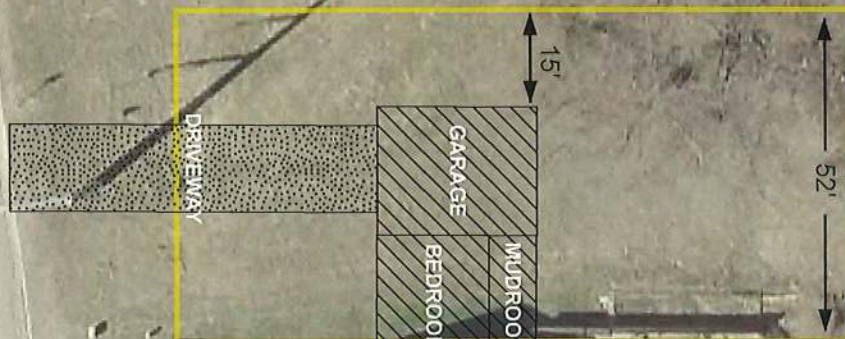
HOUSTON COUNTY  
LA CRESCENT, MN

## LAYOUT 1





S 7TH ST



LARCH AVE

HOUSTON COUNTY  
LA CRESCENT, MN

LAYOUT 1

#3.4



TO: Honorable Mayor and City Council Members  
FROM: Chris Fortsch, Administrative Clerk *Chris*  
DATE: February 16, 2021  
RE: Gambling Permit Application

The City has received the following gambling permit application:

1. Ability Building Community - ABC - Raffle date is May 22, 2021

The application for the raffle drawing to be held at Schmitt's TimeOut Tavern appears to be in order, and I would suggest that the City Council approve the application and authorize that it be forwarded to the Minnesota Gambling Control Board.

#3.5

**Bill Waller**

---

**From:** Cathy McCabe <cathym@abcinc.org>  
**Sent:** Monday, February 15, 2021 3:19 PM  
**To:** Bill Waller  
**Subject:** Request

Requesting use of city parking lots

February 10, 2021

LaCrescent City Council  
315 Main St.  
LaCrescent, MN 55947

Dear City Council Members:

I am writing to request the use of the city parking lots located behind Schmitt's Time out Tavern and across from the Best Western.

Ability Building Community (ABC) of Houston County, would like to have their fundraiser, Best of the Fests on May 22, 2021. This will include a tent set up to provide covering for a band, and festers to occupy. We also plan on having food vendors on site as well.

We have been working together with Schmitt's Time out Tavern on the planning of this event. ABC will be covered under Time out Taverns Liquor License.

We are also requesting the use of the City's picnic tables and garbage cans.

I have contacted Madeline Behringer, General Manager of the Best Western/Event Center and she told me they have nothing going on the 22<sup>nd</sup> of May.

ABC will be compliant with whatever COVID-19 requirements are in place at the time of the event.

Please let me know if there is any other information needed. I appreciate your consideration!

Sincerely,

*Cathy McCabe*

Employment Coordinator  
Ability Building Community



#3.6



To: Honorable Mayor and City Council Members

From: Chris Fortsch, Administrative Clerk

A handwritten signature in blue ink, appearing to read "Chris", is written over the printed name "Chris Fortsch".

Date: February 9, 2021

Re: Reservation request for green space at Veteran's Park

Attached for review and approval by the City Council is a request from Denika Kerska to hold her wedding ceremony in the green space at Veteran's Park on Saturday, August 21<sup>st</sup>, 2021.

Thank You.

Denika Kerska

(507) 458-0189

[DenikaKerska18@gmail.com](mailto:DenikaKerska18@gmail.com)

February 4, 2021

Dear Mayor Poellinger and City Council Members,

My name is Denika Kerska and I have the privilege of marrying my best friend in the beautiful town where I grew up (La Crescent, of course) on August 21, 2021. We will be having our reception at the La Crescent Area Event Center and the initial plan was to have the ceremony there as well. It has always been my dream and hope to get married outside and unfortunately, the event center doesn't have a big enough space to make that possible. After speaking with Madeline Behringer (the general manager of the Event Center), she shared that it might be possible to get married in Veteran's park given the La Crescent city's permission.

With that being said, I am sending you this letter to see if this would be possible for Saturday, August 21st of this year. Would we be able to use a portion of the park's green space to get married? I have also attached a map/picture at the bottom of this letter of where I was thinking would be the perfect place for a ceremony.

The details of my wedding are as follows, as requested by Chris Fortsch:

1. The ceremony is scheduled for 4 pm, so set-up would likely start around 1-2 pm.
2. I anticipate that we would have everything cleaned up by 6 pm.
  - a. Thus, we would only be using the park space from 1-6 pm on 8/21/21.
3. We are expecting approximately 125 people for the ceremony.

I appreciate you all for taking the time to read this letter during the city council meeting and I look forward to hearing back from you. I am happy to answer any further questions you may have by phone or email; my contact information can be found at the top of this letter. Thanks!

Sincerely,

*Denika Kerska*

Denika Kerska



#3.7



TO: Honorable Mayor and City Council Members  
FROM: Chris Fortsch, Administrative Clerk *Chris*  
DATE: February 16, 2021  
RE: Veteran's Park - Updated request

The City has received the attached request from Brady Lowe in regards to his upcoming park reservation for July 31, 2021.

Brady Lowe  
606 North 10<sup>th</sup> St  
La Crescent, MN 55947

February 16, 2021

Mayor and City Council  
City of La Crescent  
315 Main Street  
La Crescent, MN 55947

Dear Mayor and Members of the La Crescent City Council,

Thank you very much for considering this request to expand our use of Veterans Park for our upcoming wedding on July 31, 2021.

My fiancé and I were very excited to hold our wedding on June 20, 2020 but due to COVID, we rescheduled to July 31, 2021. As COVID guidelines are uncertain and frequently changing, we would like to proactively expand our use of the park on July 31.

At the May 18, 2020 council meeting, the council approved our revised request for using the park for our rescheduled wedding date (July 31, 2021). We had requested using the northwestern portion of Veteran's park. We would like to extend the space we'd like to use in the park to include the baseball field, and the open space west of the skate park area and south of the baseball field.

We're hoping to be indoors at the La Crescent Event Center for our wedding reception after the ceremony (we've been booked with them since the spring of 2019). However, with the uncertainty of having indoor events, we'd like to potentially use more of Veterans Park in case we need to have some of the event outdoors due to COVID guidelines. Using more of the park would allow us to potentially spread out our guests over a wider outdoor area to abide by COVID restrictions (depending on what guidelines may be on July 31).

The details of the request includes:

- Where: Veterans Park, northwestern corner and add the baseball field and the open field area south of the baseball field
- Date: Saturday, July 31, 2021
- Time: 4 p.m. (we would like to be able to setup chairs earlier in the day, perhaps at 8 a.m.)

Thank you for considering our updated request to use the park. We're grateful for your support and flexibility as we adjust plans to accommodate uncertain COVID guidelines. Please feel free to contact me if you have any questions or need any additional information.

With gratitude,

*Brady Lowe*

Brady Lowe  
(608) 547- 9864  
lowebrady@gmail.com

# 3.8



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: February 11, 2021  
RE: Annexation Ordinance – Wieser Park

The transfer of Wieser Park from La Crescent Township to the City of La Crescent has been completed. Property owned by a City can be summarily annexed into the City by simply adopting an ordinance annexing the property.

We would suggest that the City Council adopt the attached ordinance and annex the Wieser Park property into the City of La Crescent.

We would also suggest that the City Council approve the summary publication of the ordinance.

**ORDINANCE NO. 550**

**AN ORDINANCE OF THE CITY OF LA CRESCENT, MINNESOTA ANNEXING  
LAND OWNED BY THE CITY OF LA CRESCENT LOCATED IN  
LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA PURSUANT TO  
MINNESOTA STATUTES § 414.033 SUBDIVISION 2(1), PERMITTING ANNEXATION  
BY ORDINANCE**

**WHEREAS**, the City Council of the City of La Crescent, pursuant to MSA Section 414.033 Subd. 2(1), declares land, owned by the City of La Crescent (hereinafter "City"), to be annexed to the City; and

**WHEREAS**, the City is the sole owner of the following legally described property (hereinafter "Property"):

A PIECE OR PARCEL OF LAND LYING IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 104 NORTH OF RANGE 4 WEST OF THE FIFTH PRINCIPAL MERIDIAN AND DESCRIBED AS FOLLOWS, TO WIT:

STARTING AT THE NORTHWEST CORNER OF SAID SECTION 9, THENCE SOUTH ALONG THE SECTION LINE A DISTANCE OF 1298.6 FEET TO THE CENTER OF THE PINE CREEK ROAD, THENCE SOUTH 71° 20' EAST A DISTANCE OF 401.4 FEET, THENCE SOUTH 61° 54' EAST A DISTANCE OF 1074.7 FEET TO A 1/16<sup>TH</sup> LINE FENCE, THENCE SOUTH ALONG SAID FENCE LINE A DISTANCE OF 76.9 FEET TO AN IRON PIPE ON THE SOUTH RIGHT OF WAY LINE OF THE PINE CREEK ROAD, THE POINT OF BEGINNING OF THE PARCEL BEING CONVEYED HEREIN, THENCE NORTHWESTERLY ALONG THE SOUTHERLY RIGHT OF WAY LINE OF SAID ROAD A DISTANCE OF 503.6 FEET, THENCE SOUTH A DISTANCE OF 565.1 FEET TO AN IRON PIN, THENCE CONTINUING SOUTH TO THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, THENCE EAST ON THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER TO THE EAST LINE THEREOF, THENCE NORTH ON THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THE EASTERLY 192.4 FEET.

**WHEREAS**, the City wishes to annex into the City the Property, which is becoming urban and suburban in character with current expansion of the City, and abuts the city limits of the City; and

**WHEREAS**, the Property is not presently included within the corporate limits of any incorporated city and is not in a flood plain or shore land area; and

**WHEREAS**, the Property is used for a public park and therefore does not generate any real estate taxes; and

**WHEREAS**, the Property is not presently served by municipal water supply system and municipal sewer system; and



**WHEREAS**, the City has determined that annexation is in the best interest of the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA CRESCENT  
HEREBY ORDAINS AS FOLLOWS:**

SECTION ONE. The City Council hereby determines that the annexation will be to the best interest of the City and of the property affected, that the Property described herein is owned by the City, abuts upon the city limits, and is becoming urban or suburban in character, and that none of said Property is now included within the limits of any city and does not abut upon the limits of any other city.

SECTION TWO. The corporate limits of the City of La Crescent are hereby extended to include the Property described as follows and the same is hereby annexed to and included within the City as effectually as if it had originally been a part of:

A PIECE OR PARCEL OF LAND LYING IN THE SOUTHWEST QUARTER  
OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 104 NORTH  
OF RANGE 4 WEST OF THE FIFTH PRINCIPAL MERIDIAN AND  
DESCRIBED AS FOLLOWS, TO WIT:

STARTING AT THE NORTHWEST CORNER OF SAID SECTION 9,  
THENCE SOUTH ALONG THE SECTION LINE A DISTANCE OF 1298.6  
FEET TO THE CENTER OF THE PINE CREEK ROAD, THENCE SOUTH 71°  
20' EAST A DISTANCE OF 401.4 FEET, THENCE SOUTH 61° 54' EAST A  
DISTANCE OF 1074.7 FEET TO A 1/16<sup>TH</sup> LINE FENCE, THENCE SOUTH  
ALONG SAID FENCE LINE A DISTANCE OF 76.9 FEET TO AN IRON PIPE  
ON THE SOUTH RIGHT OF WAY LINE OF THE PINE CREEK ROAD, THE  
POINT OF BEGINNING OF THE PARCEL BEING CONVEYED HEREIN,  
THENCE NORTHWESTERLY ALONG THE SOUTHERLY RIGHT OF WAY  
LINE OF SAID ROAD A DISTANCE OF 503.6 FEET, THENCE SOUTH A  
DISTANCE OF 565.1 FEET TO AN IRON PIN, THENCE CONTINUING  
SOUTH TO THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE  
NORTHWEST QUARTER, THENCE EAST ON THE SOUTH LINE OF SAID  
SOUTHWEST QUARTER OF THE NORTHWEST QUARTER TO THE EAST  
LINE THEREOF, THENCE NORTH ON THE EAST LINE OF SAID  
SOUTHWEST QUARTER OF THE NORTHWEST QUARTER TO THE  
POINT OF BEGINNING, EXCEPTING THEREFROM THE EASTERLY 192.4  
FEET.

The above described property consists of a total of 4.682 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

SECTION THREE. The Property is used as a public park and does not generate any real estate taxes. La Crescent Township has deeded the park to the City of La Crescent. Since La Crescent Township never received real estate taxes for the property, the City of

La Crescent also will not receive real estate taxes for this Property. The requirements of Minnesota Statute § 414.036 are hereby waived.

SECTION FOUR. The City Administrator and City Attorney are hereby directed to file certified copies of this Ordinance with the Chief Administrative Law Judge, Secretary of State, La Crescent Township Clerk, and the Houston County Auditor.

SECTION FIVE. This Ordinance takes effect upon its passage and publication and filing of an approval of the Administrative Law Judge.

**PASSED AND ADOPTED** by the City Council of the City of La Crescent, Minnesota, this 22<sup>nd</sup> day of February, 2021.

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Mayor

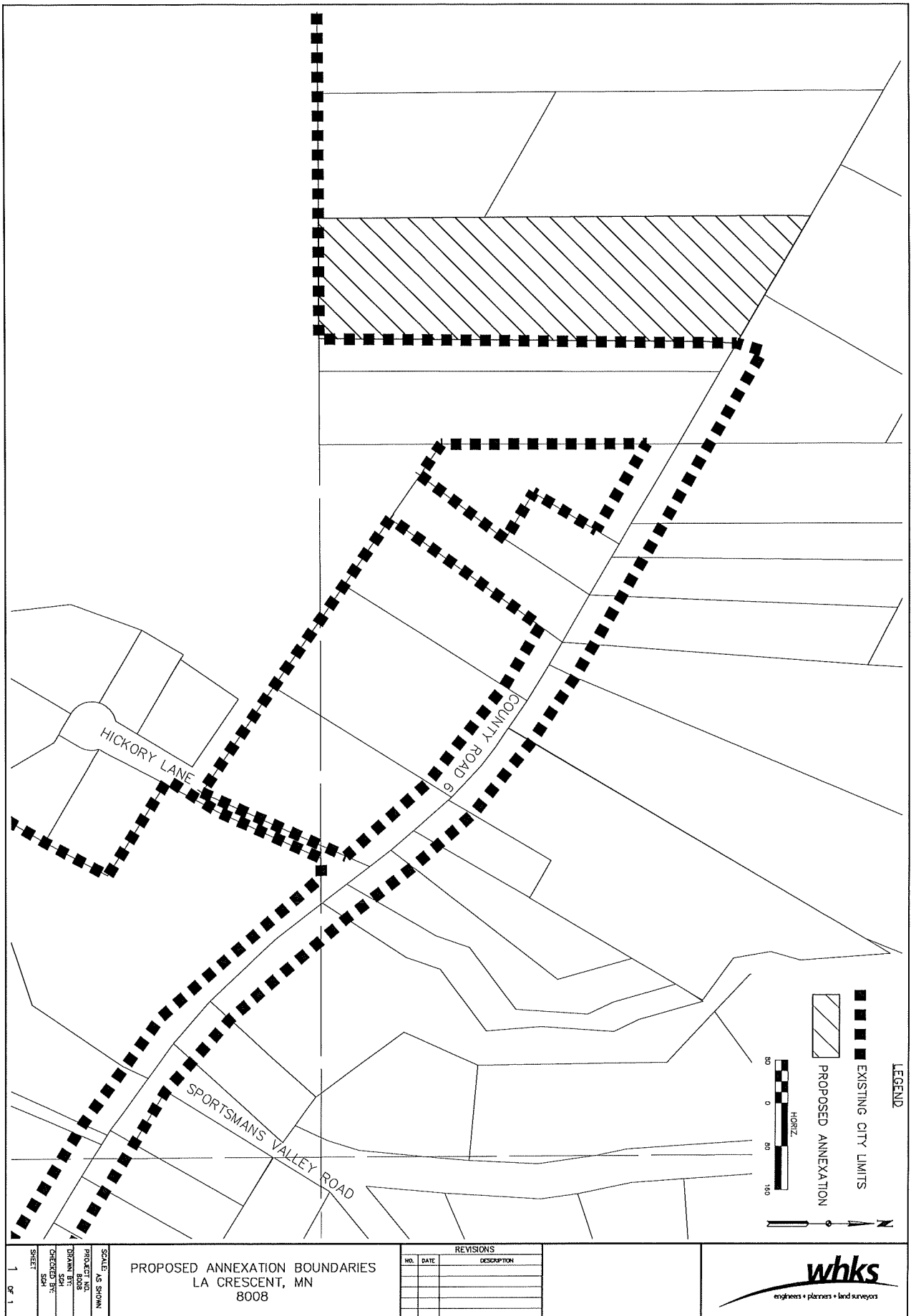
ATTEST:

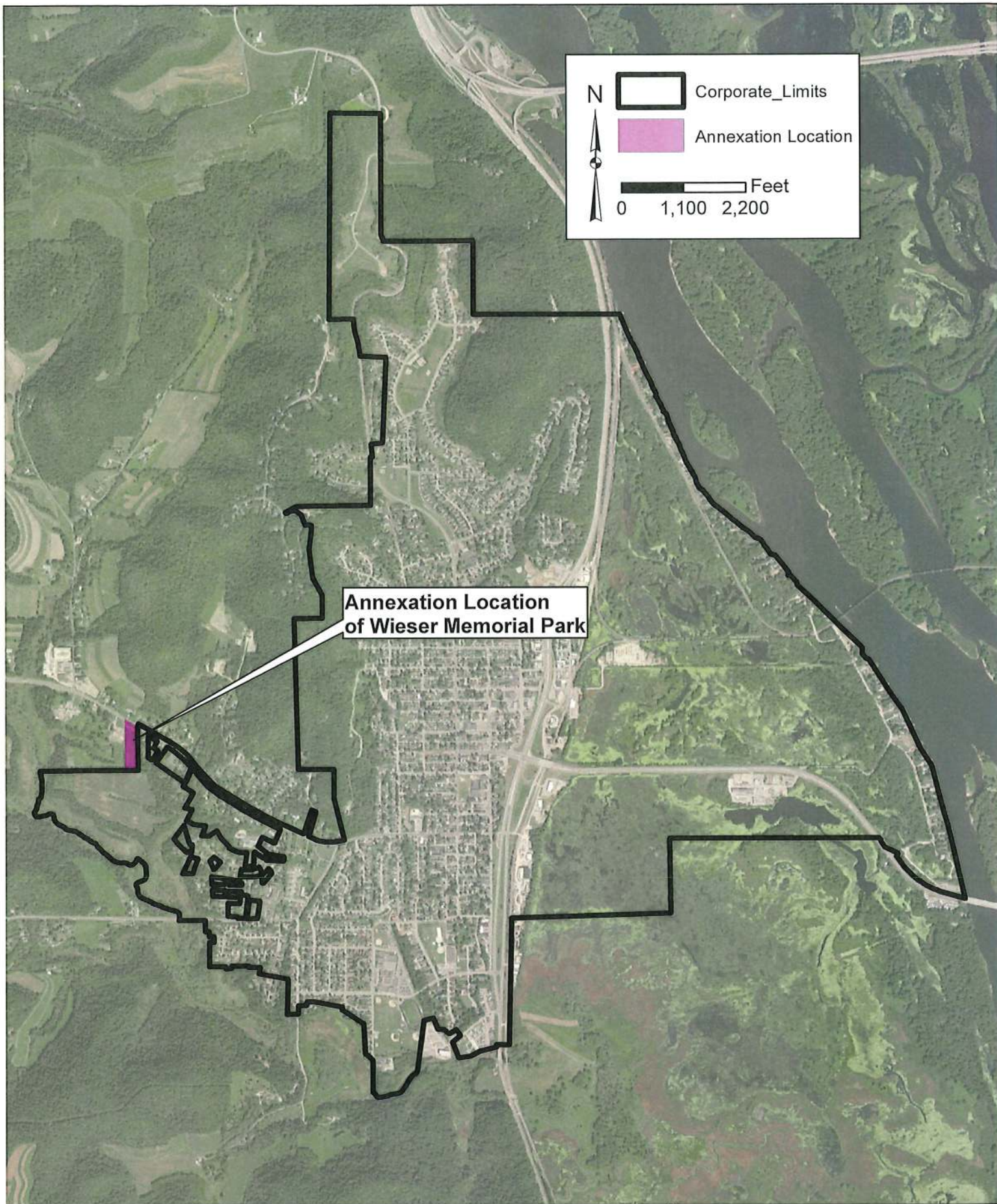
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City Administrator

(City Seal)







LA CRESCENT  
MINNESOTA

WIESER MEMORIAL PARK  
ANNEXATION



#39



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: February 17, 2021  
RE: Local Road Improvement Program Resolution

In the most recent Special Session, the Minnesota Legislature provided \$75,000,000 in funding for the Local Road Improvement Program (LRIP). The LRIP provides funding for capital construction costs for three types of projects, one of which is reconstructing city streets that are routes of regional significance.

We are suggesting that the City Council consider submitting the 2022 street reconstruction project to this program. The 2022 street reconstruction project includes the reconstruction of Walnut Street from South 1<sup>st</sup> Street to North 4<sup>th</sup> Street and then extending onto Walnut Place. While alternatives are presently being prepared, the project will include provisions for both pedestrians and bicyclists, a newly defined intersection for Main and Walnut Street, along with numerous streetscape features. The project begins where the third phase of the Wagon Wheel improvement project ends, and connects that project and the City's central business district with the City's new hotel and event center. The project will serve as an economic catalyst for the community.

In order to proceed, we would suggest that the City Council adopt the attached resolution in support of the LRIP grant for the Walnut Street Improvement Project.

**RESOLUTION NO. 02-21-09**

**RESOLUTION SUPPORTING LOCAL ROAD IMPROVEMENT PROGRAM (LRIP)  
GRANT FOR MUNICIPAL ROAD PROJECTS**

WHEREAS, in a 2020 special session, the Minnesota legislature approved \$75 million Local Road Improvement Program (LRIP) funds. Counties, cities, and townships are eligible to apply for up to \$1.25 million in LRIP project funding; and

WHEREAS, a 2022 Street Reconstruction Project is proposed for Walnut Street from South 1<sup>st</sup> to North 4<sup>th</sup> Street and continuing onto Walnut Place;

WHEREAS, the project will include alternatives for both pedestrians and bicycles, and a new intersection at Main and Walnut Streets;

WHEREAS, the 2022 Street Reconstruction Project will begin at the end of the Third Phase of the Wagon Wheel Improvements Project and will connect La Crescent's Central Business District to the new hotel, Event Center and Veterans Park;

WHEREAS, the 2022 Street Reconstruction Project will benefit all users and benefit the tourism and commerce for the City.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of La Crescent supports the above described 2022 Street Reconstruction Project and supports the request for LRIP funds. The City of La Crescent will fund all project costs not covered by LRIP grant funds.

ADOPTED this 22<sup>nd</sup> day of February, 2021.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

#3.10

**Bill Waller**

---

**From:** David Kramer <DKramer@co.winona.mn.us>  
**Sent:** Tuesday, February 9, 2021 10:07 AM  
**To:** Bill Waller  
**Cc:** LaCrescent.Chamber@acegroup.cc  
**Subject:** Letter or resolution of support - Winona CSAH 1 LRIP Application  
**Attachments:** Resolution, LRIP CSAH 1 County Project.docx

Good morning Bill,

I presume you may be familiar with the state Local Road Improvement Program solicitation, with applications due March 3. I am working on a Winona County LRIP application for resurfacing and guardrail replacement on our County State-Aid Highway 1 on the north side of La Crescent. As you are aware, CSAH 1 is part of the Apple Blossom Scenic Drive, and is part of the Mississippi River Trail bicycle route. I'm receiving an increasing number of complaints and queries regarding the condition of the pavement and when it will be resurfaced. Attached is a resolution I have submitted for the February 23 Winona County Board agenda.

I'm wondering if the city would be willing to provide a letter or resolution supporting the project.

I'm also copying the La Crescent Chamber of Commerce. It would be great to have a letter of support from the chamber.

Thanks, and please let me know of any questions.  
Dave

David F. Kramer, P.E.  
County Engineer  
Winona County Highway Department  
5300 Hwy 61 W  
Winona, MN 55987-1398

Direct: 507-457-8845 Office: 507-457-8840  
Email: dkramer@co.winona.mn.us  
Web: www.co.winona.mn.us

**RESOLUTION NO. 02-21-10**

**RESOLUTION SUPPORTING LOCAL ROAD IMPROVEMENT PROGRAM  
GRANT FOR CSAH 1 PROJECT**

WHEREAS, in a 2020 special session, the Minnesota legislature approved \$75 million Local Road Improvement Program (LRIP) funds. Counties, cities, and townships are eligible to apply for up to \$1.25 million in LRIP project funding; and

WHEREAS, a 2023 project is proposed to resurface and replace guardrail on County State-Aid Highway (CSAH) 1, from CSAH 12 to the Houston County line; and

WHEREAS, CSAH 1 is a designated scenic byway – the *Apple Blossom Scenic Drive* is part of the *Mississippi River Trail* bicycle route and provides access to the county's *Apple Blossom Overlook Park*. New surfacing, including paved shoulders, would benefit all road users and benefit area tourism and commerce.

NOW THEREFORE, BE IT RESOLVED, that the La Crescent City Council supports the CSAH 1 project and supports the request of LRIP funds. Winona County will fund all project costs not covered by LRIP grant funds.

ADOPTED this 22<sup>nd</sup> day of February, 2021.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

**President:**

Sarah Dohnalik  
Independent

**Vice President:**

Travis Minegar  
Mutual of Omaha

**Secretary:**

Sarah Danielson  
Merchants Bank

**Treasurer:**

Jen Etrheim  
La Crosse Sign

**Board of Directors:**

Jerry Berns  
La Crescent Lions

Brad Helstad  
River View Winery

Eric Minor  
Edward Jones Investments

Tammy Stremcha  
La Crescent Montessori

Beth Theede  
ISD 300 Community  
Education

**Executive Director:**

Eileen Krenz



**Apple Capital of Minnesota**

February 10, 2021

David Kramer  
County Engineer  
Winona County Highway Department  
5300 Highway 61 West  
Winona, MN 55987

Dear Mr. Kramer,

The La Crescent Area Chamber of Commerce & Tourism wishes to extend support for the Winona County LRIP application for resurfacing and guardrail replacement on County Highway 1. The Chamber of Commerce Board of Directors has held the position of management of Apple Blossom Scenic Byway and we work closely with the Winona County Highway Department for improvement. Collaborating with the City of La Crescent and Houston/Winona County is important to our Chamber membership, particularly those who recognize the value of the intrinsic beauty of our region and are concerned with tourism efforts.

This project is consistent with our commitment to support and strengthen our businesses.

Sincerely,

Eileen Krenz  
Executive Director, La Crescent Area Chamber of Commerce and

#3.11



TO: Honorable Mayor and City Council Members  
FROM: Angie Boettcher, City Administrative Assistant  
DATE: February 8, 2021  
RE: 2021 Vector Control Contract

A handwritten signature in black ink, appearing to read "Angie B.", is written over the "FROM:" line of the memo.

Attached for review and consideration is the 2021 purchase contract regarding mosquito abatement services. The contract is once again through Driftless Region Vector Control and compensation remains the same as last year with a total of \$3,000.00.



# **PURCHASE CONTRACT FOR MOSQUITO ABATEMENT SERVICES**

## **I. PARTIES.**

This Contract is made and entered into this 8<sup>th</sup> of February, 2021 by and between Driftless Region Vector Control LLC, hereinafter referred to as Provider, and City of La Crescent, Minnesota, hereinafter referred to as Purchaser.

Provider's employee responsible for administration of this Contract will be Joseph Writz, Owner of Driftless Region Vector Control LLC, whose principal business address is PO Box 2722, La Crosse, WI 54602.

Purchaser's employee responsible for administration of this Contract will be Bill Waller, City Administrator, whose principal business address is 315 Main St, La Crescent, MN 55947.

## **II. SERVICES TO BE PROVIDED AND CONTRACT PERIOD.**

- a. Purchaser has an endemic area for arboviruses that are dangerous to the health and well being of its residents, and wishes to purchase services to address the issue. Provider is experienced with the elimination and abatement of mosquitoes that can bear the La Crosse strain of Encephalitis and other arboviruses, and can provide these services.
- b. Provider will provide services to canvass communities for potential mosquito-related human health hazards, identify and larvicide habitat sites for mosquito abatement, and provide Purchaser with list of found sites and activities, in the City of La Crescent.
- c. When a potential mosquito-related human health hazard site is identified (seen from the road or complaint site), Provider will follow these steps:
  1. Attempt to communicate with owner of property where habitat is located. If owner cannot be found, Provider will leave pamphlet and reminder at the door and then exit the property. Provider will leave the property if instructed by property owner and will not enter posted property or properties with aggressive people or animals.
  2. Educate owner and provide pamphlet about the issue.
  3. Check habitat for mosquito presence and treat with larvicide with property owner permission.
  4. Keep record of all information obtained at the site.

5. Notify Purchaser about sites when no contact is made or when permission is not given to check and treat habitat.
- d. Provider will fully canvass community in II. b. once. The sites found in the initial canvassing will be rechecked twice to update the site list. If Provider is given a letter of permission or authority by Purchaser, non-compliant sites may be entered and human health hazards may be treated during rechecks if no immediate contact is made.
- e. Provider may also set up and monitor ovitraps throughout Purchaser's City designed to collect and remove the eggs of vector mosquito species in coordination with Purchaser's officials.
- f. Provider will frequently monitor locations throughout Purchaser's City with long-lasting standing water, such as ditches and retention ponds, that have potential for mosquito activity. With property owner permission, these areas will be treated for mosquito larvae when necessary.
- g. Purchaser agrees to purchase and Provider agrees to provide the above described mosquito abatement services during the period of:

April 1, 2021 to December 31, 2021

### **III. PAYMENT FOR SERVICES.**

- a. Purchaser agrees to pay Provider for the services provided in accordance with this Contract.
- b. Purchaser will pay compensation to Provider for Services in the amount of \$3,000. Payments will be made as follows:

Date and Payment Amount

1 <sup>st</sup> of April, 2021	<u>\$1,500</u>
1 <sup>st</sup> of July, 2021	<u>\$1,500</u>

- c. Purchaser will pay Provider within 30 days of the payment date.
- d. If Purchaser requests additional services from Provider, Purchaser will provide additional resources to Provider.

### **IV. INSURANCE.**

- a. Purchaser shall not provide insurance coverage of any kind for Provider or Provider's employees or contract personnel. Provider shall obtain the following insurance coverage and maintain it during the entire term of this Contract:

1. Automobile liability insurance for each vehicle used in the performance of this Contract -- including owned, non-owned (for example, owned by Provider's employees), leased, or hired vehicles -- in the minimum amount of \$1.5 million combined single limit per occurrence for bodily injury and property damage.
2. Comprehensive or commercial general liability insurance coverage in the minimum amount of \$2 million general aggregate combined single limit, including coverage for bodily injury, personal injury, broad form property damage, contractual liability, and cross-liability.

**V. INDEMNITY AND HOLD HARMLESS.**

- a. Except as may be caused by the sole negligence of Provider or its employees, Purchaser agrees to save, hold harmless, defend and indemnify the Provider and all its officers, employees and agents, against any and all liability claims and costs of whatever kind and nature for injury to or death of any person or persons, and for loss or damage to any property occurring in connection with or in any way incident to or arising out of the services, operation or performance of work in connection with this contract.

**VI. INDEPENDENT CONTRACTOR STATUS.**

- a. Subject to terms and conditions of this Contract, Purchaser hereby engages Provider as an independent contractor to perform the services set forth herein, and Provider hereby accepts such engagement.
- b. This Contract shall not render Provider an employee, partner, agent of, or joint venturer with Purchaser for any purpose. Provider is and will remain an independent contractor in relationship to Purchaser. Purchaser shall not be responsible for withholding taxes with respect to Provider's compensation hereunder. Provider shall have no claim against Purchaser hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.
- c. Provider has the right to perform services for others during the term of this Contract.
- d. Provider has the sole right to control and direct the means, manner, and method by which the services required by this Contract will be performed. Provider shall select the routes taken, starting and quitting times, days of work, and order the work is performed.
- e. Provider has the right to hire assistants as subcontractors or to use employees to provide the services required by this Contract.
- f. Neither Provider nor Provider's employees or contract personnel shall be required to wear any uniforms provided by Purchaser.

- g. The services required by this Contract shall be performed by Provider, Provider's employees, or contract personnel, and Purchaser shall not hire, supervise, or pay any assistants to help Provider.
- h. Neither Provider nor Provider's employees or contract personnel shall receive any training from Purchaser in the professional skills necessary to perform the services required by this Contract.
- i. Neither Provider nor Provider's employees or contract personnel shall be required by Purchaser to devote full time to the performance of the services required by this Contract.

**VII. EXPENSES OF SERVICES.**

- a. Provider shall be responsible for all expenses incurred while performing services under this Contract. This includes automobile, truck, and other travel expenses; vehicle maintenance and repair costs; vehicle and other license fees and permits; insurance premiums; road, fuel, and other taxes; fines; larvicide; radio, pager, or cell phone expenses; meals; and all salary, expenses, and other compensation paid to employees or contract personnel the Provider hires to complete the work under this Contract.

**VIII. DATA PRACTICES COMPLIANCE.**

- a. Provider will have access to data collected or maintained by Purchaser to the extent necessary to perform Provider's obligations under this Contract. Provider will not release or disclose the contents of data classified as not public to any person except at the written direction of Purchaser. Upon termination of this contract, Provider agrees to return data to Purchaser, as requested by Purchaser.

**IX. SEVERABILITY.**

- a. If any provision of this Contract will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**X. CONTRACT REVISION AND/OR TERMINATION.**

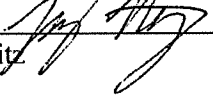
- a. Failure to comply with any part of this Contract may be considered cause for revision, suspension, or termination.
- b. Revision of this Contract must be agreed to by Provider and Purchaser by an addendum signed by authorized representatives of both parties.

- c. Provider shall notify Purchaser whenever it is unable to provide the required quality or quantity of services. Upon such notification, Purchaser and Provider shall determine whether such inability will require a revision or cancellation of this Contract.
- d. If either party finds it necessary to revise or terminate the Contract prior to the expiration date for reasons other than nonperformance, actual cost incurred by the Provider may be reimbursed for an amount determined by mutual agreement of both parties.
- e. This Contract can be terminated by thirty (30) day written notice by either party.
- f. The provisions of section V. a. shall survive any termination.

**XI. CONDITIONS OF THE PARTY'S OBLIGATION.**

- a. This Contract is contingent on authorization of Minnesota and United States Laws, and any material amendment or repeal of the same affecting relevant authority shall serve to terminate this agreement except as further agreed to by the parties hereto.
- b. Nothing contained in this Contract shall be construed to supersede the lawful powers or duties of either party.
- c. It is understood and agreed that the entire Contract between the parties is contained herein, except for those matters incorporated herein by reference, and that this Contract supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

**DRIFTLESS REGION VECTOR CONTROL LLC**

By:   
Joseph Writz  
Owner

2/18/21  
Date

**CITY OF LA CRESCENT**

By: \_\_\_\_\_  
Bill Waller  
City Administrator

\_\_\_\_\_  
Date



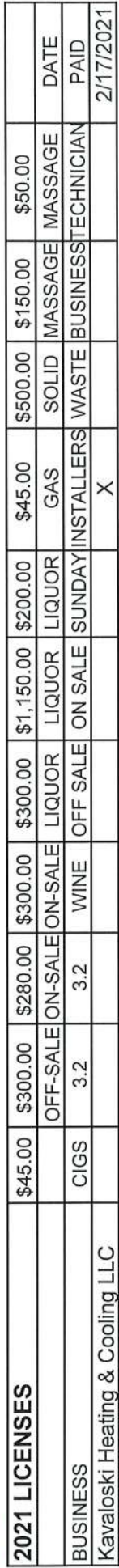
#3.12



TO: Honorable Mayor and City Council Members  
FROM: Chris Fortsch, Administrative Clerk *Chris*  
DATE: February 17, 2021  
RE: 2021 License Renewal Application – Kavaloski Heating & Cooling

Attached for review and consideration by the City Council is an additional license renewal application I received this week.

The application appears to be in order, and I would suggest that the City Council approve the license renewal application.



# 3.13



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: February 17, 2021  
RE: DNR Variance Objection Update

If new information is available, the City Attorney will provide an update to the City Council at the meeting.

#3.14



TO: Honorable Mayor and City Council Members

FROM: Debbie Shimshak, Finance Director *Debbie*

DATE: February 17, 2021

RE: Flexible Benefits Plan Consolidated Appropriations Act (CAA) Amendment

The recent COVID stimulus package passed by Congress contains several FSA-related provisions intended to help participants who have unused balances for health and dependent care expenses due to changing circumstances and/or limited availability of services during the COVID-19 outbreak.

On December 27, 2020 the Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 COVID-19 outbreak. These changes permit, under certain circumstances prospective changes to the health and dependent care FSA elections; in summary, as follows:

- a) Employees may revoke a health FSA election, make a new election, or decrease or increase their existing election on a prospective basis; and
- b) Employees may revoke a dependent care FSA election, make a new election, or decrease or increase their existing election on a prospective basis; and
- c) Employees would be allowed to carryover of unused funds from plan year 2020 to plan year 2021 and unused funds from plan year 2021 to plan year 2022; and
- d) Employees would be allowed for reimbursement out of Dependent Care Flexible Spending Arrangements for dependents up to a maximum age of 13 (increased from 12) for any dependent who attained age 13 during the last plan year where the participant enrolled during regular open enrollment in a Daycare Flexible Spending Arrangement by January 31, 2020.

These changes are not mandatory; however, Benefit Plan Administrators feels the majority of their groups will want to offer this relief to members participating in the FSA Plan. We would recommend that the City Council approve by resolution temporarily amending the Flexible Spending Plan to include these changes. This change would be effective January 1, 2021.

**CERTIFICATE OF ADOPTING RESOLUTION**

The undersigned authorized representative of \_\_\_\_\_ hereby certifies that the following resolutions were duly adopted on \_\_\_\_\_ (date) and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the Amendment to the Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: \_\_\_\_\_

Signed: 

--

\_\_\_\_\_  
[print name/title]



#6.1



**La Crosse County Convention & Visitors Bureau  
Online Board Meeting  
Tuesday, February 16<sup>th</sup>, 2021  
8:00 a.m. – Online Meeting**

Board of Directors: Dan Wick, President; Billy Bergeron, Vice President; Chris Roderique, Treasurer; Val Erickson, Secretary; Pete Boese, Dave Ring, Pat Stephens, Ryan Johnson, Larry Jensen, Nathan Franklin, Patrick Barlow, Dan Stevens, Scott Neumeister, Troy Sargent, Cherryl Jostad, Michel Gabbud, Stephen Cohen, Jay Patel, Ashley Santolin, Cassandra Hanan, Pamela Maas, Jen Burch & Madeline Behringer

Ad Hoc: Terry Bauer, Neal Zygarlicke, Art Fahey  
Executive Director: A.J. Frels

AGENDA

1. **Call to Order**
2. **Introductions**
3. **Board Minutes**
  - a. January 2021
4. **Financial Committee**
  - a. Minutes – February 2021
  - b. Statements – January 2021
5. **Executive Director's Report**
6. **Committees**
  - a. Membership
  - b. Lease/Construction (7<sup>th</sup> Street Update)
  - c. Convention/Sales
  - d. Marketing/Media
7. **Old Business**
  - a. Booth at the LCC
  - b. PPP Update
  - c. Beer Wine & Cheese
  - d. Bike Share Program
8. **New Business**
  - a. Explore La Crosse Day
  - b. Trolley Dates
  - c. 2021 Hotel Occupancy – January
  - d. La Crosse Center Concession Agreement
9. **Event Center Updates**
10. **Community Updates**
11. **Adjournment**
12. **Next Virtual LCCVB Board Meeting is Scheduled for March 16<sup>th</sup>, 2021 Starting at 8:00 am**

1

*explore*  
**LA CROSSE**  
**LA CROSSE COUNTY CONVENTION & VISITORS BUREAU**  
**BOARD MEETING-ONLINE**  
**January 19, 2021– 8:00 a.m.**

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**Board Members:**

**Present:** Chris Roderique, Billy Bergeron, Pat Stephens, Cassandra Hanan, Pamela Maas, Valerie Erickson, Larry Jensen, Dan Wick, Dave Ring, Troy Sargent, Patrick Barlow, Stephen Cohen, Cherryl Jostad, Jay Patel, Michel Gabbud, Ryan Johnson, Dan Stevens, Ashley Santolin, Pete Boese, Jen Burch

**Excused:** Art Fahey, Madeline Behringer, Scott Neumeister, Neal Zygarlicke, Terry Bauer, Nathan Franklin

**Absent:**

**Others present:**

Executive Director: A.J. Frels

Director of Finance & Human Resources: Michelle Hoch

**PROCEEDINGS:**

Dan Wick brought the meeting to order at 8:00 a.m.

**Introductions:**

Welcome New Board member, Jen Burch, Director of Sales, Courtyard by Marriott Downtown La Crosse

**MOTION:** To approve the November 2020 Board minutes. (D. Ring, P. Maas) Carried.

**MOTION:** To approve the Location Board Meeting, December 2020. (D. Stevens, P. Boese) Carried.

**FINANCE COMMITTEE:**

**MOTION:** To approve the meeting minutes & Financials from November 2020, December 2020, December 2020 Location & January 2021. (P. Maas, D. Ring) Carried.

**EXECUTIVE DIRECTOR REPORT:**

- We have been working with Ft. McCoy to partner in 2021 on several projects including; Monthly newsletter, MWR website, Visitor Guide placement, golf outing and a presence at their Wellness Fair booth on May 12<sup>th</sup>.
- AJ sat in on the La Crescent City Council meeting on December 14, 2020. He recognized the City of La Crescent for receiving the Community Collaboration award for 2019.
- Work has begun on the 2021 Visitors Guide. Haleigh, Deb and Janet are working with the LCCVB members and coordinating with the graphics designer to ensure the guide is to the printer by the end of February.
- The contract has been signed with Fun In Wisconsin, and we will have ads on the outside back cover of the Wisconsin Biking Guide, and the inside cover of their main publication as well as two pages of editorial. Cost for the entire package came in at \$1600.
- AJ and Haleigh have both assisted as much as they can at this point with the North La Crosse Business Association on their "Get on Living Safely" campaign.
- AJ attended the Diversity and Inclusiveness Committee meeting in November & December 2020. We also had a meeting with our entire staff and Thomas Harris.
- AJ will reach out to the La Crosse Mayoral candidates in late March to schedule meetings with each individually.
- The Wisconsin Department of Tourism notified us they will be moving the Governor's Conference back a year which means we will host the event on March 9-11, 2025 at the La Crosse Center.
- The Jingle Bell Run was a success. Included with the packet is a recap for review.
- We are in the process of reviewing our contract for the trolley tours. The plan at this time is to hold off on the tours until third quarter.
- Our 2020 audit is scheduled for March 8-9, 2021.
- We are looking into the details for applying for a PPP loan. Michelle has been in contact with our accountant to make sure we are eligible to apply.

- The Fish La Crosse Lunker League was a project our intern was working on. This is a year-round, free trophy league that is accessible to all local and visiting anglers. The link to this is found on our [explorelacrosse.com](http://explorelacrosse.com) website.
- We have met with Viking Cruises, and are working with them for their excursions coming up in 2022.
- We have been notified that if the Driftless Outdoor Show doesn't go on this year, the Wisconsin Department of Tourism will move the funds for use in 2022.
- Jeremiah is working on an opportunity to bring the 2022 WI Fishing Expo to the area. They would most likely utilize most of the La Crosse Center for the event.
- The NCAA still plans to hold their wrestling tournament, however, they will meet in February to discuss how to hold the tournament with COVID-19.

#### **COMMITTEE REPORTS:**

**Membership Committee**-The reports were distributed. The total 2020 membership income came to \$79,088.75, and the adjusted annual budget was at \$77,560.

**Convention/Sales Committee**- This committee report will be done every other month going forward. The next scheduled meeting is February 9<sup>th</sup>.

**Lease/Construction Committee**- At this time we are waiting to find out the results of the bank appraisal. All of the board contingencies have been met, inspection completed, and there are no major issues with the building that need to be addressed. The closing date of the purchase is set for February 24, 2021.

**Media/Marketing**-This committee's next meeting is scheduled for March 29<sup>th</sup>.

#### **OLD BUSINESS:**

- 2020 Hotel Occupancy update shows an average of about 35% for those properties participating for the months of November & December.

#### **NEW BUSINESS:**

- The 2021 Meeting Schedule is included in today's board packet.
- UWL Survey is included today's packet for the projection of travel in 2021.
- Having a Visitor Information booth at the La Crosse Center looks to be favorable. AJ met with Art Fahey and Brent Smith to discuss the options. They have asked ISG to look at possible locations where this may incorporate well with their building designs.

#### **Event Centers Update:**

- Omni Center: The Center is busy with ice events this winter with hockey tournaments every weekend. They have converted some space into a turfed area which is available for use seven days a week.

#### **Community Updates:**

- La Crescent is continuing to work on the Wagon Wheel Trail project. This trail will allow access to the Mississippi River trail system and other local trails in Minnesota and Wisconsin.
- Town of Campbell is working on a plan for a multi-use path on Bainbridge Street to tie in with the northside of La Crosse.
- West Salem is planning updates to the bike shelter as well as a tool station for the shelter. Bike trail maps are also being redone for the area.
- Holmen's ice rink has become a very popular location for the community this winter. They are working on downtown revitalization to include retail and living space near the former library site.

**Next virtual meeting scheduled for February 16, 2021, beginning at 8:00am**

**MOTION:** Moved to Adjourn, 8:50am (P. Stephens, D. Ring) Carried.

Respectfully submitted, Michelle Hoch

#6.2

TO: Honorable Mayor and City Council Members  
Park and Recreation Commission Members  
FROM: Bill Waller, City Administrator  
DATE: February 17, 2021  
RE: Meeting Minutes  
February 16, 2021

The La Crescent Park and Recreation Commission met at 5:30 p.m., on Tuesday, February 16, 2021, in the City Council Chambers at the La Crescent City Hall. Pursuant to Minn. Stat. Section 13D.021 and due to the COVID-19 pandemic, members of the Park & Recreation Commission and City staff were given the option to attend the meeting by telephone or zoom. The following members were present in person: Jon Steffes, Paul McLellan, Sarah Wetterlin, Diana Adamski, and Mike Limberg. Commission members Eileen Krenz and Randy Dobbs were not in attendance. Also in attendance in person were Teresa O'Donnell-Ebner, Chris Fortsch, Jason Ludwigson, and Bill Waller.

1. It was the consensus of the Commission to approve the minutes of the January 19, 2021 Park and Recreation Commission meeting as presented.
2. Lisa Smith was in attendance at the meeting to review her interest in developing a competitive sand volleyball league that would use the courts at Old Hickory Park, and her request to install lights at the courts. Discussion followed, and it was the consensus of the Commission that the request to establish the volleyball league be approved on a trial basis for 2021, and that the request to install lights at the courts be re-evaluated in the fall of 2021. A copy of the request is attached to these minutes.
3. Jason Ludwigson, the City's Sustainability Coordinator, was in attendance at the meeting and provided an update to the Commission regarding on-going work to secure easements to allow for the development of trails that are identified in the City's Blufflands Plan. It was the consensus of the Commission that Mr. Ludwigson would continue to work on developing and securing easements with private property owners to allow for the continued expansion of new trails that are identified in the City's Blufflands Plan.
4. Jon Steffes provided a brief update regarding the 2021 summer recreation season and schedule. It was the consensus of the Commission that final decisions regarding programming for the summer of 2021 would not be finalized until May, and that the Commission would continue to have monthly meetings and monitor the current on-going health pandemic prior to finalizing a decision regarding programming for the summer of 2021.
5. Administrative Clerk Chris Fortsch reviewed with the Commission the USTA adult tennis league that began play in 2020 three nights a week. It was the consensus of the Commission that the league play continue in 2021, with a review of the season to be completed prior to the beginning of the 2022 season.

6. The Commission was updated on the City's efforts to develop a formal plan focused on maintenance and permitted uses in the City's natural spaces. The project is proposed to begin in the second half of 2021 with the Park & Recreation Commission playing an active role in the development of the plan.
7. The Commission reviewed the outdoor skating rink that was installed on the City's lot on the corner of Main and Oak Street and discussed locations for a second rink for the winter of 2021/2022.
8. The Commission was informed that the transfer of Wieser Park from La Crescent Township to the City of La Crescent was complete. Chris Fortsch reviewed how La Crescent Township administered the park, existing park amenities, and immediate and future maintenance items that will need to be addressed. It was agreed that this item would be put on the agenda for the next meeting for additional discussion.
9. Information was presented on the Drift Bike share as a potential project for 2022.
10. It was agreed that the next meeting of the Park and Recreation Commission would be Monday, March 15, 2021, at 5:30 pm., at City Hall.
11. There being nothing further to discuss the meeting was adjourned at approximately 7:07 pm.



Jan 4th 2021

To the City of LaCrescent,

I am submitting a proposal to run a competitive co-ed volleyball league in the summer of 2021 at Old Hickory Park. The league would consist of 3 men and 3 women on each team with an 8 team max. Games would be from 6-9pm. However to make this timeframe work we need lights over the volleyball courts. I have a quote from P and T Electric for \$10,452 to install lights. I know this price is a little high, but we would be keeping the busy local to LaCrescent. I would charge 150 dollars per team and 100 percent of the money can get reinvested into lights and volleyball court up keep and other supplies to run the league. This league will bring LaCrosse, Onalaska and Holmen residents into the community and help out local businesses as well. If the first year went well I would consider running a B league level on a different night of the week the following year. Myself and another player ran two tournaments at Old Hickory park this summer that were very successful. We would look at doing this as well as a fundraiser for the lights to increase capital at the beginning. I would need the City to pay for the lights up front as we would need them installed before we could start the league in May of 2021.

As far as the night of the week it would be Thursday night as that is what works best for the majority of players that would be playing. I have talked to the volleyball community already and this is something LaCrescent has needed for a long time. Currently there is no competitive summer leagues in LaCrescent or LaCrosse that have decent courts. I appreciate your time and look forward to working with you to get this league up and running.

Lisa Smith

651-274-8706

[Lisa.Smith2@selectrehab.com](mailto:Lisa.Smith2@selectrehab.com)