

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
SEPTEMBER 13, 2021
5:30 P.M.

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

1. CONSENT AGENDA

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

- 1.1 MINUTES –AUGUST 23, 2021
- 1.2 BILLS PAYABLE THROUGH SEPTEMBER 9, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – JULY 2021
- 1.4 LIBRARY REPORT – JULY 2021

2. PUBLIC HEARING

3. ITEMS FOR CONSIDERATION

- 3.1 DONATION RESOLUTION
- 3.2 LA CRESCENT ELECTRIC VEHICLE SHOWCASE
- 3.3 MIKE TEMP - 2020 AUDIT REVIEW
- 3.4 SHORE ACRES BOUNDARY ADJUSTMENT
- 3.5 AUTHORIZE TO ADVERTISE – WAGON WHEEL PHASE 1
- 3.6 2021 STREET PROJECT CHANGE ORDER
- 3.7 HORSE TRACK MEADOWS PAVING SCHEDULE
- 3.8 2022 STREET PROJECT ENGINEERING AGREEMENT
- 3.9 MnDPS – DRIVERS EXAM LEASE AGREEMENT
- 3.10 MTU – 2022 OPERATIONS AGREEMENT
- 3.11 MTU – 2022 MOTOR VEHICLE LEASE
- 3.12 PLAYGROUND DEDICATION
- 3.13 APPLEFEST APPLE

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5:30 P.M.

4. UNFINISHED BUSINESS

4.1

5. MAYOR'S COMMENTS

5.1 2022 JUNETEENTH COUNTYWIDE CELEBRATION

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 EXPLORE LA CROSSE

6.2 CGMC 2020 CENSUS DATA

6.3 WAGON WHEEL PHASE 3 – ADVERTISEMENT FOR BIDS

6.4 PARK & RECREATION MINUTES – AUGUST 24, 2021

7. CORRESPONDENCE

7.1

7.2

7.3

8. CHAMBER OF COMMERCE

8.1

9. ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
AUGUST 23, 2021

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of August was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, August 23, 2021.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cheryl 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 – AUGUST 9, 2021
- 1.2 BILLS PAYABLE THROUGH AUGUST 19, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – JUNE 2021
- 1.4 LIBRARY REPORT – JUNE 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 O'Donnell-Ebner made a motion, seconded by Member Hutchinson, 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
Cheryl 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 2.0 – PUBLIC HEARING – ANNEXATION – 6 PROPERTIES IN CRESCENT VALLEY

At 5:30 PM the City Council held a public hearing to consider input on the proposed annexation of the properties located in Crescent Valley that are 100% surrounded by the City and the adoption of Ordinance No. 553 annexing these properties. Mayor Poellinger opened the meeting for public comment. The following addressed City Council in person or by correspondence: Gene Grant – 1463 Valley Ln; Dave

Thompson – 29 Crescent Ave; Dave Becker – 96 Crescent Ave; Anthony Myhre – 1441 Valley Ln; Erika Botcher – 125 Crescent Ave; and Tom Clanin – 1383 East Ln. At 5:55 PM, Mayor Poellinger closed the public comments. City Administrator Waller reviewed response to questions. Dawn Klinski, 51 Crescent Ave, requested to address City Council. City Attorney Wieser reviewed Ordinance No. 553, the attached map and findings for the Ordinance. Following further discussion, Member Williams introduced the following Ordinance, and moved its passage and adoption, with additional findings:

ORDINANCE NO. 553

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

WHEREAS, said property is unincorporated and is completely surrounded by land within the municipal limits of the City of La Crescent;

WHEREAS, said property is urban or suburban in nature;

WHEREAS, the City of La Crescent held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on August 23, 2021, following thirty (30) days written notice by certified mail to the Town of La Crescent and to all landowners within and contiguous to the area legally described in attached Exhibit A, to be annexed; and

WHEREAS, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

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

1. The City Council hereby determines that the property as hereinafter described is completely surrounded by the city limits and is urban or suburban in nature.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of La Crescent, Minnesota, are hereby extended to include the following described property, said land being completely surrounded by the municipal limits of the City of La Crescent. The land to be annexed is described on Exhibit A.

The described property on Exhibit A consists of a total of 6.055 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 as Exhibit B.

4. The City of La Crescent, pursuant to Minnesota Statutes § 414.036, that with respect to the property taxes payable on the area legally described on attached Exhibit A, hereby annexed, shall make a cash payment to the Town of La Crescent in accordance with the following schedule:

- a. In the first year following the year in which the City of La Crescent could first levy on the annexed area, an amount equal to \$5,030.49; and
 - b. In the second and final year, an amount equal to \$5,030.49.
5. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described on attached Exhibit A there are no special assessments or debt incurred by the Town on the subject are for which reimbursement is required.
6. The City will not require a mandatory connection to municipal sanitary sewer for a period of six (6) years after the adoption of this Ordinance, unless a public safety threat exists, or the property is sold or otherwise conveyed. In said event, the property owner will need to connect to municipal sanitary sewer within one (1) year of the date of sale or conveyance.
7. That the City Administrator of the City of La Crescent is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Houston County Auditor, and the La Crescent Township Clerk.
8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of La Crescent, Minnesota, this 23rd day of August, 2021.

Mayor

ATTEST:

City Administrator

In approving the above Motion, the City Council made the following findings of facts:

1. The properties contained in the Ordinance are completely surrounded by the City limits and are about to become urban or suburban in nature;
2. The properties are currently not within a flood plain or shoreline area;
3. More than 30 days written notice was provided to the Town of La Crescent and contiguous landowners;
4. Minnesota Statute §414.033 Subd. 13 is not applicable as there will be no change in the electric utilities service provider;
5. The City has maintained the streets in Crescent Valley since 2010;
6. The City has maintained and improved the park in Crescent Valley;

7. The City provides public service to all of Crescent Valley; and
8. More than ten (10) years have elapsed since the September 2010 Joint Resolution regarding the annexation in Crescent Valley between the City of La Crescent and the Town of La Crescent.

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

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

and Member Ryan Hutchinson voted against the same. The ordinance was declared duly passed and adopted by a 4-1 vote.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 553 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR.

Upon a roll call vote taken and tallied by the City 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.

After the adoption of the Ordinance, the Council reconvened with the schedule of the Regular City Council Meeting.

At 6:10 PM, Member Dale Williams left the City Council Meeting.

ITEM 3.1 – PLANNING COMMISSION MINUTES – AUGUST 3, 2021

City Council reviewed a Memo from Jason Ludwigson, Sustainability Coordinator, and the Minutes from the August 3, 2021 Planning Commission Meeting. At their meeting, the Planning Commission approved a variance request for 750 Shore Acres Rd. This item was informational, and no action was taken.

ITEM 3.2 – MnDOT LIMIT USE PERMIT RESOLUTION

City Administrator Waller reviewed with City Council a correspondence received from MnDOT regarding the need to update another of the City's existing limited use permits. This limited use permit pertains to the City's highway beautifications projects. City Council reviewed a resolution regarding the limited use permit. It was recommended to City Council to adopt the resolution. Following review and discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 08-21-29

A RESOLUTION TO ENTER INTO A LIMITED USE PERMIT WITH THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION

IT IS RESOLVED that the City of La Crescent, Minnesota, enter into Limited Use Permit No. 2805-0055 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance and use by the City of La Crescent upon, along and adjacent to Trunk Highway No. 61 and limits of which are defined in said Limited Use Permit.

IT IS FURTHER RESOLVED by the City Council of the City of La Crescent, Minnesota that the Mayor and the City Administrator are authorized to execute the Limited Use Permit.

ADOPTED this 23rd day of August, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Jostad and 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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted by a 4-0 vote.

ITEM 3.3 – TEMPORARY PARKING LOT CLOSURE REQUEST

City Administrator Waller reviewed with City Council a Memo from La Crescent Police Chief Stavenau regarding the sports car enthusiast group, the Miata Club of Minnesota, having an event scheduled at the Best Western and La Crescent Event Center on September 10, 11, 12, 2021. There are an estimated 50 to 60 cars registered and the Best Western is requesting the upper parking lot area at Veteran's Park be closed to public parking and reserved for the group to use. It is anticipated there would be minimal disruption to the park facility. It was recommended to City Council to approve the temporary closure of the parking lot for the event. The Police Department will work cooperatively with management of the facilities to accommodate the venue providing barricades and other signage as necessary for the space to be reserved. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE TEMPORARY CLOSURE OF THE UPPER PUBLIC PARKING LOT AREA AT VETERAN'S PARK ON SEPTEMBER 10-12, 2021 FOR AN EVENT SCHEDULED AT THE BEST WESTERN AND LA CRESCENT EVENT CENTER FOR THE MIATA CLUB OF MINNESOTA.

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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.4 – MnDPS – DRIVERS EXAM LEASE AGREEMENT

City Administrator Waller reviewed with City Council that at the August 9th meeting, the City Council reviewed a proposed lease to allow the Minnesota Department of Public Safety (MnDPS) to operate a drivers exam station in the current City Council Chambers. It appears that MnDPS is agreeable to re-locating the service to the Community Room at the Community Building. A revised lease will be presented for review and consideration by the City Council when it becomes available. Prior to COVID-19, there were 30-50 lunch participants on a daily basis that used the Community Room. These individuals will be displaced once a month with the change in location of the driver's exam station. The on-site lunch service has been suspended since the start of the current health pandemic, and is tentatively set to return to in-person service on August 30th. This item was informational, and no action was taken.

ITEM 3.5 – ENGINEERING AGREEMENT – WAGON WHEEL PHASE 1

City Administrator Waller reviewed with City Council an engineering agreement with WHKS to pave the balance of the first phase of the Wagon Wheel Improvement project. It has been a rather lengthy process to work though the environmental review necessary to obtain the required agency approvals. City Council also reviewed a letter from MnDOT indicating approval to proceed, along with a map of the project. In June of 2020, the City's application to the Minnesota Department of Natural Resources for a Local Trail Connections Program grant was approved. The grant amount is \$86,210.00 and will pay for 74% of the cost

to pave the portion of the first phase of the Wagon Wheel improvement project that is not currently paved. The total estimated project cost is \$116,500.00. The City's 2021 general fund budget includes \$30,280.00 for the local share of the project costs. Currently the City is not sure if the project will be completed in the fall of 2021 or the spring of 2022. In order to proceed with the project, it was recommended to City Council to approve the engineering agreement. There are funds in the project budget for this expenditure. Following discussion, Member Jostad made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH WHKS & CO. FOR THE WAGON WHEEL PHASE 1 PAVING PROJECT IN AN AMOUNT UP TO \$10,000.00 USING FUNDS IN THE PROJECT BUDGET FOR THIS EXPENDITURE.

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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.6 – MnDOT – CAPITAL EQUIPMENT GRANT

City Administrator Waller reviewed with City Council that the City has received a MnDOT Capital Vehicle Grant agreement to purchase a new City bus for use in the local transit service. The current City bus is a 2015 and has 246,826 miles on it. The total estimated project cost is \$164,000.00, with the grant paying for 90% of the acquisition cost of the new vehicle. The City's share is 10% of the total project cost, which amounts to \$16,400.00. In order to proceed, it was recommended to City Council to approve the grant agreement and authorize the required signatures, and modify the 2017 capital equipment certificate to reflect this expenditure. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE MNDOT CAPITAL VEHICLE GRANT AGREEMENT TO PURCHASE A NEW CITY BUS FOR USE IN THE LOCAL TRANSIT SERVICE AND AUTHORIZE THE REQUIRED SIGNATURES, AND TO MODIFY THE 2017 CAPITAL EQUIPMENT CERTIFICATE TO REFLECT THIS EXPENDITURE.

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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.7 – CITY RESTRAINING ORDER

City Attorney Wieser reviewed with City Council a City restraining order. This item was informational, and no action taken.

ITEM 8 – CHAMBER OF COMMERCE

Sarah Danielson of the La Crescent Chamber of Commerce informed City Council that the Chamber has an accepted offer from an applicant for the Executive Director position to begin on September 1, 2021.

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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote and the meeting duly adjourned at 6:26 PM.

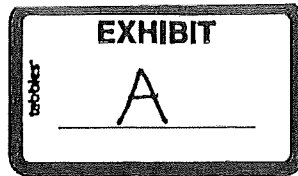
APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator



DeBoer/1603 West Ln/08.0460.000 and 08.0124.003:

PARCEL A

LOT TWELVE (12), BLOCK ONE (1) CRESCENT VALLEY SUBDIVISION TO THE TOWN OF LA CRESCENT, HOUSTON COUNTY, MINNESOTA; AND

PARCEL B

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE $\frac{1}{4}$ SW $\frac{1}{4}$) OF SECTION NINE (9), TOWNSHIP ONE HUNDRED FOUR (104) NORTH, RANGE FOUR (4) WEST, LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION NINE (9), THENCE WEST 169.58 FEET; THENCE ALONG THE WEST LINE EXTENDED OF CRESCENT VALLEY SUBDIVISION NORTH 3 DEGREES 23'31" WEST 836.56 FEET TO THE SOUTHEAST CORNER OF LOT TEN (10), BLOCK ONE (1) OF SAID CRESCENT VALLEY SUBDIVISION; THENCE ALONG THE SOUTH LINE EXTENDED OF SAID LOT TEN (10) WEST 326.41 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING WEST 180.09 FEET; THENCE ALONG THE WEST LINE EXTENDED OF LOT TWELVE (12), BLOCK ONE (1) NORTH 25 DEGREES 48'26" EAST 122.34 FEET TO THE SOUTHWEST CORNER OF SAID LOT TWELVE (12); THENCE ALONG THE SOUTH LINE OF SAID LOT TWELVE (12) NORTH 84 DEGREES 25'58" EAST 173.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT TWELVE (12); THENCE ALONG THE EAST LINE EXTENDED OF SAID LOT TWELVE (12) SOUTH 19 DEGREES 40'26" WEST 134.74 FEET TO THE POINT OF BEGINNING.

Hottovy/1620 West Ln/08.0463.000:

LOT FIFTEEN (15), BLOCK ONE (1), CRESCENT VALLEY SUBDIVISION TO THE TOWN OF LA CRESCENT, ACCORDING TO THE PLAT THEREOF ON FILE AND OF RECORD IN THE OFFICE OF THE COUNTY RECORDER IN AND FOR HOUSTON COUNTY, MINNESOTA.

AND

THAT PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER (NE $\frac{1}{4}$ SW $\frac{1}{4}$) AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE $\frac{1}{4}$ SW $\frac{1}{4}$) OF SECTION NINE (9), TOWNSHIP ONE HUNDRED FOUR (104), RANGE FOUR (4), HOUSTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 15, BLOCK ONE, CRESCENT VALLEY SUBDIVISION, HOUSTON COUNTY, MINNESOTA; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 15 A DISTANCE OF 45.00 FEET TO THE POINT OF BEGINNING OF THE LAND TO BE DESCRIBED; THENCE NORTHWESTERLY DEFLECTING TO THE RIGHT 56 DEGREES 27 MINUTES 23 SECONDS, 344.68 FEET; THENCE SOUTHWESTERLY DEFLECTING TO THE LEFT 123 DEGREES 59 MINUTES 36 SECONDS, 281.02 FEET TO A POINT ON THE NORTHWESTERLY EXTENSION

OF THE LOT LINE BETWEEN SAID LOT 15 AND LOT 14, SAID BLOCK ONE, DISTANT 130.13 FEET NORTHWESTERLY OF THE MOST WESTERLY CORNER OF SAID LOT 15; THENCE SOUTHEASTERLY 130.13 FEET ALONG THE NORTHWESTERLY EXTENSION OF THE LOT LINE BETWEEN SAID LOTS 15 AND 14 TO THE MOST WESTERLY CORNER OF SAID LOT 15; THENCE EASTERLY ALONG THE NORTHERLY BOUNDARY OF SAID LOT 15, A DISTANCE OF 206.08 FEET TO THE POINT OF BEGINNING.

Becker/96 Crescent Ave/08.0452.000:

LOT FOUR (4), IN BLOCK ONE (1), OF CRESCENT VALLEY SUBDIVISION TO THE TOWN OF LA CRESCENT, HOUSTON COUNTY, MINNESOTA.

Botcher/125 Crescent Ave/08.0480.000:

LOT SIX (6), BLOCK TWO (2), IN CRESCENT VALLEY SUBDIVISION TO THE TOWNSHIP OF LA CRESCENT, HOUSTON COUNTY, MINNESOTA.

Dunlap/130 Crescent Ave/08.0454.000:

LOT SIX (6), BLOCK ONE (1), CRESCENT VALLEY SUBDIVISION TO THE TOWNSHIP OF LA CRESCENT, ACCORDING TO THE RECORDED PLAT THEREOF ON FILE AND OF RECORD IN THE OFFICE OF THE HOUSTON COUNTY RECORDER, HOUSTON COUNTY, MINNESOTA.

Clanin/1383 East Ln/08.0482.011:

LOT SIX (6), BLOCK TWO (2), CRESCENT VALLEY FIRST ADDITION, LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA.

Thorsen/1337 Valley Ln/08.0482.016:

LOT ELEVEN (11), BLOCK TWO (2), OF CRESCENT VALLEY FIRST ADDITION, LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA.

Gardner/1525 Valley Ln/08.0457.000:

LOT NINE (9), BLOCK ONE (1), CRESCENT VALLEY SUBDIVISION TO LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA.

B

[illegible]

whks

1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: September 9, 2021
RE: Bills Payable

A handwritten signature in black ink, appearing to be "BW", is written over the "FROM" line of the memo.

Attached for review and consideration by the City Council are the bills payable for the period ending September 9, 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
3P ADMINISTRATORS, INC.						
8/16/21 D.S.	MEDICAL REIMB P/R DEDUCTED	08/18/2021	651.60	651.60	08/18/2021	
8/18/21 L.A.	MEDICAL REIMB P/R DEDUCTED	08/20/2021	164.57	164.57	08/20/2021	
8/20/21 J.M.	MEDICAL REIMB P/R DEDUCTED	08/24/2021	60.97	60.97	08/24/2021	
8/25/21 R.Q.	MEDICAL REIMB P/R DEDUCTED	08/27/2021	44.38	44.38	08/27/2021	
8/30/21 K.C.	CHILD CARE REIMB.-P/R DEDUCTED	09/01/2021	760.00	760.00	09/01/2021	
Total 9457:			1,681.52	1,681.52		
A1 PRECISION PUMPING INC						
9465	FD - TOILET RENTAL 100 YEAR ANNIVERSARY	08/07/2021	450.00	.00		
9467	PUMP GRINDER PIT 860 SHORE ACRES	08/11/2021	250.00	.00		
Total 9080:			700.00	.00		
ACENTEK						
8/21 STMT	CITY HALL PHONE CHARGES	08/31/2021	351.89	.00		
8/21 STMT	POLICE PHONE CHARGES	08/31/2021	342.58	.00		
8/21 STMT	B&Z PHONE CHARGES	08/31/2021	50.27	.00		
8/21 STMT	WATER PHONE CHARGES	08/31/2021	89.01	.00		
8/21 STMT	SEWER PHONE CHARGES	08/31/2021	122.01	.00		
8/21 STMT	LIC BUR PHONE CHARGES	08/31/2021	178.43	.00		
8/21 STMT	GOLF COURSE PHONE CHARGES	08/31/2021	439.67	.00		
8/21 STMT	BRUSH SITE PHONE CHARGES	08/31/2021	37.16	.00		
8/21 STMT	PUB WORKS PHONE CHARGES	08/31/2021	50.27	.00		
8/21 STMT	STREET PHONE CHARGES	08/31/2021	45.03	.00		
8/21 STMT	POOL PHONE CHARGES	08/31/2021	148.21	.00		
8/21 STMT	ARENA PHONE CHARGES	08/31/2021	275.71	.00		
8/21 STMT	LIBRARY PHONE CHARGES	08/31/2021	138.21	.00		
8/21 STMT	FIRE DEPT PHONE CHARGES	08/31/2021	512.76	.00		
Total 24:			2,781.21	.00		
AFLAC						
8/21 STMT	INSURANCE PREMIUMS	08/31/2021	165.62	.00		
Total 72:			165.62	.00		
AFSCME						
8/21 DUES	PAYROLL DEDUCTED UNION DUES	08/31/2021	722.32	.00		
Total 25:			722.32	.00		
AUTO VALUE LA CROSSE						
516371059	PARKS - MOWER REPAIR	08/02/2021	31.21	.00		
516371414	PARKS - MOWER REPAIR	08/04/2021	69.96	.00		
Total 2106:			101.17	.00		
BAKER & TAYLOR						
2036120332	LIBRARY - BOOKS	08/03/2021	101.30	.00		
2036141479	LIBRARY - BOOKS	08/18/2021	95.96	.00		
2036150288	LIBRARY - BOOKS	08/18/2021	49.42	.00		
2036172965	LIBRARY - BOOKS	08/30/2021	235.33	.00		
Total 8022:			482.01	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
BAKKUM, DOUGLAS						
08/22/21	G. C. - USED GOLF BALLS FOR RESALE	08/22/2021	320.00	.00		
Total 9326:			320.00	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
9/21 STMT	EMPLOYER PAID DENTAL - CLERK	09/01/2021	100.16	100.16	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - PD	09/01/2021	384.33	384.33	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - FD	09/01/2021	2.98	2.98	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - STREET	09/01/2021	70.57	70.57	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - REC	09/01/2021	5.70	5.70	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - Park	09/01/2021	25.03	25.03	09/03/2021	
9/21 STMT	A/R - DENTAL - PAUL KENAGA	09/01/2021	74.48	74.48	09/03/2021	
9/21 STMT	A/R - DENTAL - DEB OLIVER	09/01/2021	74.48	74.48	09/03/2021	
9/21 STMT	A/R - DENTAL - BARB GILE	09/01/2021	74.48	74.48	09/03/2021	
9/21 STMT	DENTAL INSURANCE WITHHELD	09/01/2021	239.83	239.83	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - LIBRARY	09/01/2021	37.24	37.24	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - WATER	09/01/2021	93.29	93.29	09/03/2021	
9/21 STMT	EMPLOYER PAID DENTAL - SEWER	09/01/2021	70.21	70.21	09/03/2021	
9/21 STMT	A/R - DENTAL - PHYLLIS FEIOCK	09/01/2021	37.24	37.24	09/03/2021	
9/21 STMT	A/R - DENTAL - ROSE ALBRECHT	09/01/2021	37.24	37.24	09/03/2021	
9/21 STMT	A/R - DENTAL - JANE PAULSON	09/01/2021	74.48	74.48	09/03/2021	
Total 9858:			1,401.74	1,401.74		
BOBCAT OF THE COULEE REGION						
01-48057	REPAIR BROKEN GLASS ON BOBCAT DOOR	08/25/2021	333.58	.00		
01-48127	BOBCAT - RENTAL	08/30/2021	775.00	.00		
01-48127	BOBCAT - RENTAL	08/30/2021	775.00	.00		
Total 216:			1,883.58	.00		
BOB'S SERVICE						
287667	GC - KITCHEN EQUIP REPAIR	08/30/2021	200.00	.00		
Total 8841:			200.00	.00		
BREYER'S SALES AND SERVICE INC						
60359	PARKS - REPAIR XMARK SENSOR	08/03/2021	194.83	.00		
60486	STREET - CONCRETE SAW CART	08/10/2021	379.99	.00		
60530	STREET - CONCRETE SAW BRACKETS	08/12/2021	153.99	.00		
60615	PARKS - CHAINSAW OIL	08/16/2021	13.52	.00		
60669	GC - WEEDEATER REPAIR	08/18/2021	26.80	.00		
Total 131:			769.13	.00		
CENTER POINT LARGE PRINT						
1872021	LIBRARY BOOKS	09/08/2021	413.46	.00		
Total 8179:			413.46	.00		
CITY OF HOKAH						
08/18/21	PD - SHARE OF NEW PARTS FOR SPEED TRAILER	08/18/2021	700.67	.00		
Total 209:			700.67	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CITY OF LA CRESCENT						
8/21 ANIMAL	WATER/SEWER UTIL.-ANIMAL SHELTER	08/31/2021	265.77	.00		
8/21 OLD HICKO	WATER/SEWER UTIL.-OLD HICKORY PARK SHELTER	08/31/2021	246.80	.00		
Total 196:			512.57	.00		
CITY-DOOR						
679	SHOP - GARAGE DOOR BUTTON	08/23/2021	100.00	.00		
Total 9974:			100.00	.00		
CLARK, ROTH						
FULLTIME NEW	REIMBURSE - UNIFORM ALLOWANCE FULLTIME NEW HI	08/24/2021	775.00	775.00	08/24/2021	
Total 9712:			775.00	775.00		
CLEARWAY COMMUNITY SOLAR LLC						
7/1/21-7/31/21	200 STONEY PT WELL HOUSE	07/31/2021	888.37	.00		
7/1/21-7/31/21	202 MAIN STREET - FLAG LIGHT	07/31/2021	3.56	.00		
7/1/21-7/31/21	321 MAIN - LIBRARY	07/31/2021	183.06	.00		
7/1/21-7/31/21	219 MAIN STREET - UNIT LIGHTS	07/31/2021	87.50	.00		
7/1/21-7/31/21	523 S CHESTNUT - ANIMAL SHELTER	07/31/2021	44.99	.00		
7/1/21-7/31/21	1450 HWY 16 - LIFT STATION	07/31/2021	33.35	.00		
7/1/21-7/31/21	1323 SPRUCE DR - ABNET FIELDS	07/31/2021	35.15	.00		
7/1/21-7/31/21	31 MCINTOSH RD - LIFT STATION	07/31/2021	12.64	.00		
7/1/21-7/31/21	520 S 14TH ST - ICE ARENA	07/31/2021	2,864.50	.00		
7/1/21-7/31/21	336 S 1ST ST - COMM BLDG	07/31/2021	172.34	.00		
7/1/21-7/31/21	608 S 7TH - POOL	07/31/2021	11.19	.00		
7/1/21-7/31/21	722 N 2ND ST - RADIUM PLANT	07/31/2021	2,224.43	.00		
7/1/21-7/31/21	407 ORCHARDVIEW - BOOSTER	07/31/2021	339.27	.00		
7/1/21-7/31/21	1200 JONATHAN - PARK SHELTER	07/31/2021	47.87	.00		
7/1/21-7/31/21	193 MCINTOSH - BOOSTER	07/31/2021	205.09	.00		
7/1/21-7/31/21	110 MIDNIGHT ST - LIFT STATION	07/31/2021	58.16	.00		
7/1/21-7/31/21	209 S WALNUT ST - LAC SIGN	07/31/2021	15.72	.00		
7/1/21-7/31/21	219 CHESTNUT ST - BRIDGE LIGHTS	07/31/2021	62.71	.00		
Total 9854:			7,289.90	.00		
CORE & MAIN LP						
P499962	WATER METERS	08/27/2021	1,300.48	.00		
Total 9647:			1,300.48	.00		
CULLIGAN WATER CONDITIONING						
285X20076703	CITY HALL - WATER COOLER RENTAL	09/01/2021	39.95	.00		
285X20076703	MAINT - WATER COOLER RENTAL	09/01/2021	39.95	.00		
285X20076703	PD - WATER COOLER RENTAL	09/01/2021	39.95	.00		
Total 231:			119.85	.00		
CUSTOM ALARM						
495273	GC - MONTHLY ALARM MONITORING SYSTEM	09/01/2021	37.53	.00		
Total 290:			37.53	.00		
DALCO ENTERPRISES INC						
3820199	CITY - CLEANING SUPPLIES	08/20/2021	195.70	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 313:			195.70	.00		
DAMMEN, ERIN						
8/19/21 QUILLIN	REIMBURSE - POOL CONCESSIONS PURCHASE	08/19/2021	26.83	.00		
Total 9975:			26.83	.00		
DAVY LABORATORIES						
2110002	WATER - TESTING	09/01/2021	150.00	.00		
Total 312:			150.00	.00		
DEBAUCHE TRUCK & DIESEL INC						
01W4188	2018 PLOW - DOT INSPECTION	08/11/2021	453.65	.00		
01W4278	2007 PLOW - DOT INSPECTION	08/18/2021	175.34	.00		
Total 297:			628.99	.00		
DEPT OF NATURAL RESOURCES						
8/10-16/21	WEEKLY RECREATIONAL VEH. REGIST.	08/16/2021	547.69	547.69	08/20/2021	
8/17/21-08/23/21	WEEKLY RECREATIONAL VEH. REGIST.	08/23/2021	185.70	185.70	08/27/2021	
8/24-30/21	WEEKLY RECREATIONAL VEH. REGIST.	08/30/2021	531.93	531.93	09/03/2021	
Total 318:			1,265.32	1,265.32		
DEPUTY #031 LA CRESCENT						
2021 CHEV SILV	APPL. TO TITLE/REG MAINT. DEPT TRUCK	09/01/2021	1,802.22	1,802.22	09/01/2021	
Total 9750:			1,802.22	1,802.22		
DORSCHNER, JEVIN						
8/24/21-8/26/21M	REIMBURSE - MILEAGE: WATER SCHOOL	08/26/2021	257.04	.00		
Total 9878:			257.04	.00		
E O JOHNSON CO INC - LEASE						
29892020	GC - COPY MACHINE/PRINTER	08/13/2021	67.00	.00		
29968800	CITY HALL - COPY MACHINE MAINT	08/26/2021	174.28	.00		
29968800	POLICE - COPY MACHINE MAINT	08/26/2021	104.57	.00		
29968800	BLDG/ZNG - COPY MACHINE MAINT	08/26/2021	104.57	.00		
29968800	PUBLIC WORKS - COPY MACHINE MAINT	08/26/2021	104.57	.00		
29968800	FIRE DEPT - COPY MACHINE MAINT	08/26/2021	69.71	.00		
29968800	WATER DEPT - COPY MACHINE MAINT	08/26/2021	69.71	.00		
29968800	SEWER DEPT - COPY MACHINE MAINT	08/26/2021	69.71	.00		
Total 9397:			764.12	.00		
EFTPS - ELECTRONIC FEDERAL TAX						
8/20/21 P/R	FED/FICA/MEDICARE	08/25/2021	21,595.53	21,595.53	08/25/2021	
Total 1127:			21,595.53	21,595.53		
ELM USA, INC						
41875	LIB - CD/DVD CLEANING	08/16/2021	25.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9517:			25.00	.00		
EMERGENCY AUTOMOTIVE TECH						
MP03052152C	PD - P21 SETUP EQUIPMENT	04/12/2021	812.42	.00		
Total 9401:			812.42	.00		
FIRE CATT, LLC						
9913	FIRE DEPT - FIRE HOSE TESTING	08/21/2021	3,184.00	.00		
Total 9251:			3,184.00	.00		
FIRE SAFETY U.S.A., INC.						
147889	FD - FOAM	05/21/2021	750.00	.00		
Total 8851:			750.00	.00		
FIRST SUPPLY LA CROSSE						
12862821-00	HYDRANT MAINTENANCE	08/25/2021	50.16	.00		
Total 557:			50.16	.00		
FLAGSHIP RECREATION						
F9043	OHP & VETS PARK - WOOD CHIPS	08/16/2021	9,375.00	.00		
F9047	PARK BENCHES/BIKE RACKS - BIKE BRIDGE AREA	08/17/2021	4,147.00	.00		
Total 9160:			13,522.00	.00		
G & F DISTRIBUTING, INC.						
0132124505	GC - BEER FOR RESALE	09/06/2021	124.85	.00		
Total 8628:			124.85	.00		
GOPHER STATE ONE-CALL						
1080510	WATER - LOCATE	08/31/2021	61.42	.00		
1080510	SEWER - LOCATE	08/31/2021	61.43	.00		
Total 620:			122.85	.00		
GRAF ELECTRIC, INC.						
19423	SEWER LIFT STATION REPAIR - KISTLER	08/10/2021	1,104.10	.00		
19426	WATER - ORCHARDVIEW BOOSTER STATION FUSE OUT	08/12/2021	269.51	.00		
19437	FIX GRINDER PUMP CONTROL BOX	08/20/2021	157.00	.00		
19449	POOL - MOTOR REPAIR	08/21/2021	136.50	.00		
Total 619:			1,667.11	.00		
HETH'S HARDWARE HANK STORE INC						
8/21 STMT	GC - SMALL TOOLS	08/31/2021	12.80	.00		
8/21 STMT	GC - COURSE MAINTENANCE	08/31/2021	51.59	.00		
8/21 STMT	CITY - BUILDING MAINT	08/31/2021	11.99	.00		
8/21 STMT	POOL - CLEANING	08/31/2021	34.13	.00		
8/21 STMT	PARKS - BIKE RACK PAINT	08/31/2021	16.98	.00		
8/21 STMT	STORMWATER DRAIN REPAIR	08/31/2021	49.95	.00		
8/21 STMT	COMM BLDG - PAINT	08/31/2021	301.94	.00		
8/21 STMT	GC - BUILDING MAINT	08/31/2021	72.04	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
8/21 STMT	SHOP - SMALL TOOLS	08/31/2021	63.80	.00		
8/21 STMT	SHOP - OIL/LUBRICANTS	08/31/2021	41.95	.00		
8/21 STMT	CITY HALL - BLDG MAINT	08/31/2021	13.97	.00		
8/21 STMT	B& Z - VEHICLE REPAIR	08/31/2021	4.49	.00		
8/21 STMT	FIRE STATION - CLEANING SUPPLIES	08/31/2021	35.43	.00		
8/21 STMT	POLICE - OFFICE SUPPLIES	08/31/2021	35.94	.00		
8/21 STMT	PARKS - CLEANING	08/31/2021	17.99	.00		
8/21 STMT	PARKS - BLDG MAINT	08/31/2021	5.45	.00		
8/21 STMT	PARKS - SMALL TOOLS	08/31/2021	13.98	.00		
8/21 STMT	PARKS - STRUCTURE REPAIR	08/31/2021	33.95	.00		
8/21 STMT	PARKS - CHEMICALS	08/31/2021	23.96	.00		
8/21 STMT	COMM BLDG - MAINTENANCE	08/31/2021	61.74	.00		
Total 717:			904.07	.00		
HILLTOPPER REFUSE & RCYL SRVC						
8/21 BAGS	MONTHLY REFUSE P/U 2740@1.98	08/31/2021	5,425.20	.00		
8/21 GOLF	RECYCLING & REFUSE P/U GOLF COURSE	08/31/2021	181.60	.00		
8/21 STMT	CITYWIDE RECYCLING P/U	08/31/2021	7,024.40	.00		
8/21 STMT	REFUSE P/U - ANIMAL SHELTER	08/31/2021	74.19	.00		
8/21 STMT	REFUSE P/U - ARENA	08/31/2021	148.30	.00		
8/21 STMT	REFUSE P/U MAINTENANCE	08/31/2021	152.69	.00		
8/21 STMT	REFUSE P/U - PARKS	08/31/2021	148.30	.00		
8/21 STMT	RECYCLING P/U - FIRE DEPT	08/31/2021	16.00	.00		
8/21 STMT	REFUSE P/U - FIRE DEPT	08/31/2021	25.00	.00		
8/21 STMT	REFUSE P/U - LIBRARY	08/31/2021	10.00	.00		
8/21 STMT	REFUSE P/U - CITY HALL	08/31/2021	66.41	.00		
Total 9233:			13,272.09	.00		
HOKAH CO-OP OIL ASSOCIATION						
163487	GC - OIL FOR MOWER	08/03/2021	52.34	.00		
3584	GC - FUEL FILL	08/03/2021	1,859.51	.00		
Total 715:			1,911.85	.00		
HOUSTON CNTY TREASURER						
436 S. 3RD STR	SUBORDINATION AGREEMENT RECORDING	08/23/2021	46.00	46.00	08/24/2021	
Total 721:			46.00	46.00		
IDEAL CRANE RENTAL						
426857	RENT - LIFT TO REPAIR ARENA SPRINKLER LINES	08/06/2021	335.00	.00		
Total 9445:			335.00	.00		
INNOVATIVE OFFICE SOLUTIONS						
IN3435458	COMM BLDG - CLEANING	08/03/2021	38.02	.00		
IN3437421	COMM BLDG - CLEANING	08/04/2021	132.18	.00		
IN3437421	COMM BLDG - SMALL TOOLS	08/04/2021	217.19	.00		
IN3437421	CITY - CLEANING	08/04/2021	37.26	.00		
IN3437421	CITY - OFFICE SUPPLIES	08/04/2021	23.36	.00		
IN3437564	CITY - OFFICE SUPPLIES	08/04/2021	31.78	.00		
IN3454721	COMM BLDG - OFFICE SUPPLIES	08/18/2021	28.98	.00		
IN3454721	CITY - OFFICE SUPPLIES	08/18/2021	25.53	.00		
IN3461584	COMM BLDG - CLEANING	08/24/2021	204.36	.00		
IN3461584	CITY - OFFICE SUPPLIES	08/24/2021	107.70	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
IN3469592	POLICE - OFFICE	08/31/2021	77.18	.00		
IN3471046	CITY - OFFICE SUPPLIES	09/01/2021	55.10	.00		
Total 9471:			978.64	.00		
INTERNATIONAL UNION OF						
8/21 DUES	UNION DUES WITHHELD - GOLF COURSE	08/31/2021	210.00	.00		
Total 8293:			210.00	.00		
KANSAS CITY LIFE INSURANCE CO.						
9/21 STMT	EMPLOYER PAID INS. - PD	09/01/2021	36.04	36.04	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - STREET	09/01/2021	20.14	20.14	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - REC	09/01/2021	1.99	1.99	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - GOLF COURSE	09/01/2021	.01-	.01-	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - PARKS	09/01/2021	3.85	3.85	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - LIBRARY	09/01/2021	37.00	37.00	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - WATER	09/01/2021	19.42	19.42	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - SEWER	09/01/2021	16.82	16.82	09/03/2021	
9/21 STMT	P/R - DEDUCTIONS	09/01/2021	204.17	204.17	09/03/2021	
9/21 STMT	EMPLOYER PAID INS. - CLERK	09/01/2021	22.96	22.96	09/03/2021	
Total 8915:			362.38	362.38		
KARL CHEVROLET, INC.						
CHEVY 5761	2021 CHEVROLET SILVERADO 1500	09/01/2021	26,957.24	.00		
Total 9976:			26,957.24	.00		
KWIK TRIP INC						
8/21 STMT	PD - FUEL	08/31/2021	944.58	.00		
8/21 STMT	PARK - FUEL	08/31/2021	882.62	.00		
8/21 STMT	STREET - FUEL	08/31/2021	534.99	.00		
8/21 STMT	B&Z - FUEL	08/31/2021	85.35	.00		
8/21 STMT	WATER - FUEL	08/31/2021	90.26	.00		
8/21 STMT	SEWER - FUEL	08/31/2021	90.25	.00		
Total 1014:			2,628.05	.00		
LA CRESCENT AUTO REPAIR, INC						
21197	PARKS - LAWN MOWER TIRE	07/23/2021	239.95	.00		
21419	PARKS -VEHICLE REPAIR	08/25/2021	80.56	.00		
21549	PD - P-19 MAINT	08/31/2021	42.78	.00		
Total 8168:			363.29	.00		
LA CRESCENT ROCK PRODUCTS INC						
21-350	ROCK - SHORE ACRES BIKE TRAIL AROUND SHRUBS	08/31/2021	1,144.35	.00		
Total 1121:			1,144.35	.00		
LA CRESCENT TOWNSHIP TREASURER						
10F2 1635 W LA	REIMBURSE TO TOWNSHIP - ORD 547	09/01/2021	835.06	.00		
10F2 1787 CO 6	REIMBURSE TO TOWNSHIP - ORD 539	09/01/2021	160.06	.00		
10F2 550 HICK	REIMBURSE TO TOWNSHIP - ORD 546	09/01/2021	553.34	.00		
10F2 580 HICK	REIMBURSE TO TOWNSHIP - ORD 541	09/01/2021	488.40	.00		
20F2 1230 CO 6	REIMBURSE TO TOWNSHIP - ORD 535	09/01/2021	809.65	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2OF2 124 JANEL	REIMBURSE TO TOWNSHIP - ORD 533	09/01/2021	424.67	.00		
2OF2 1384 VLY L	REIMBURSE TO TOWNSHIP - ORD 530	09/01/2021	753.17	.00		
Total 1181:			4,024.35	.00		
LAW ENFORCEMENT LABOR SERVICES						
8/21 DUES	PAYROLL DEDUCTED UNION DUES-PD	08/31/2021	412.75	.00		
Total 1134:			412.75	.00		
LUDWIGSON, JASON						
8/1/21-8/31/21	SUSTAINABILITY SERVICES	08/31/2021	3,164.00	.00		
Total 9632:			3,164.00	.00		
MAYO CLINIC AMBULANCE SERVICE						
8/13/21	CPR CLASS	08/13/2021	11.00	.00		
Total 8150:			11.00	.00		
MENARDS-LA CROSSE						
55050	MAINT TRUCK - EQUIPMENT	09/01/2021	79.76	.00		
55289	PARKS - SMALL TOOLS	09/07/2021	246.34	.00		
55289	SHOP - SMALL TOOLS	09/07/2021	267.02	.00		
55289	STREET - MAINTENANCE MATERIALS	09/07/2021	479.88	.00		
Total 1352:			1,073.00	.00		
MIENERGY COOPERATIVE						
MR 1084#84	FIRE STATION RENOVATION LOAN	09/01/2021	3,000.00	.00		
Total 9578:			3,000.00	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
9/3/21 00156396	MN CHILD SUPPORT	09/07/2021	602.21	.00		
Total 9597:			602.21	.00		
MINNESOTA DEPARTMENT OF HEALTH						
J DORSCH 2021	J DORSCHNER WATER SUPPLY OPERATOR CLASS D	09/07/2021	23.00	.00		
Total 1396:			23.00	.00		
MINNESOTA DEPT OF REVENUE						
8/20/21 P/R	MN STATE WHT	08/26/2021	3,883.00	3,883.00	08/26/2021	
Total 227:			3,883.00	3,883.00		
MINNESOTA PUMP WORKS						
00015410	GRINDER PUMP REPAIR	08/16/2021	206.40	.00		
00015412	GRINDER PUMP REPAIR	08/16/2021	206.40	.00		
00015413	GRINDER PUMP REPAIR	08/16/2021	411.37	.00		
Total 9637:			824.17	.00		
MINNESOTA STATE RETIREMENT SYS						
8/20/21 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	08/26/2021	6,491.15	6,491.15	08/26/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
8/20/21 SEVERA	HSA-SEVERANCE PAY - PD	08/27/2021	4,732.34	4,732.34	08/27/2021	
Total 1285:			11,223.49	11,223.49		
MN DEPT OF LABOR AND INDUSTRY						
ABR0262192X	ANNUAL AIR TANK INSPECTION	08/28/2021	40.00	.00		
Total 1320:			40.00	.00		
MN DEPT OF REVENUE						
7/2021 SALES T	SALES TAX - GF	08/20/2021	1,784.83	1,784.83	08/20/2021	
7/2021 SALES T	SALES TAX - WATER	08/20/2021	507.83	507.83	08/20/2021	
7/2021 SALES T	SALES TAX - SOLID WASTE	08/20/2021	415.43	415.43	08/20/2021	
7/2021 SALES T	SALES TAX - LICENSE BUREAU	08/20/2021	3.39	3.39	08/20/2021	
7/2021 SALES T	SALES TAX - G.C.	08/20/2021	5,108.82	5,108.82	08/20/2021	
Total 1331:			7,820.30	7,820.30		
NCPERS GROUP LIFE INSURANCE						
8/21 STMT	LIFE INSURANCE PREMIUMS	08/31/2021	144.00	.00		
Total 1619:			144.00	.00		
NIEBUHR						
27833A	WATER METER INSTALLS 8/23/21	08/23/2021	740.00	.00		
Total 8277:			740.00	.00		
NORTHERN BEVERAGE DISTRIBUTING						
830817	GC - BEER FOR RESALE	08/19/2021	258.00	.00		
833897	GC - BEER FOR RESALE	08/26/2021	318.00	.00		
Total 2311:			576.00	.00		
OLD DUTCH FOODS, INC.						
10740023	GC - CHIPS	08/21/2021	102.38	.00		
Total 9016:			102.38	.00		
OMG NATIONAL						
Y1312754	PD - STICKERS	07/14/2021	386.19	.00		
Total 9443:			386.19	.00		
PARTNERS IN GRIME						
822279	LIB - CLEANING	08/31/2021	210.00	.00		
Total 9310:			210.00	.00		
PENDELTON TURF SUPPLY INC						
2601	GC - CHEMICALS	07/31/2021	1,784.44	.00		
2779	GC - CHEMICALS	08/31/2021	3,215.50	.00		
Total 9169:			4,999.94	.00		
PEPSI-COLA BOTTLING COMPANY						
9100058	GC - POP	08/30/2021	1,912.80	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
9196429	GC - POP	08/09/2021	752.70	.00		
9197302	POOL - CONCESSIONS	08/12/2021	45.00	.00		
9198900	GC - CREDIT	08/23/2021	29.00-	.00		
9198901	GC - POP	08/23/2021	683.80	.00		
Total 1615:			3,365.30	.00		
PUBLIC EMPLOYEES RETIREMENT AS						
08/20/21 P/R R.C	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	08/24/2021	30.86	30.86	08/24/2021	
8/20/21 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	08/24/2021	13,477.50	13,477.50	08/24/2021	
Total 1612:			13,508.36	13,508.36		
QUADIENT FINANCE USA, INC						
5/15/21 STMT	Postage Meter Postage - Clerk	07/20/2021	45.00	45.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Police	07/20/2021	21.00	21.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - B&Z	07/20/2021	21.00	21.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - PubWor	07/20/2021	15.00	15.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage- Library	07/20/2021	9.00	9.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Water	07/20/2021	63.00	63.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Fire	07/20/2021	12.00	12.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Sewer	07/20/2021	63.00	63.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage- Lic Bur	07/20/2021	30.00	30.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Golf	07/20/2021	9.00	9.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Arena	07/20/2021	3.00	3.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Animal	07/20/2021	3.00	3.00	08/24/2021	
5/15/21 STMT	Postage Meter Postage - Pool	07/20/2021	6.00	6.00	08/24/2021	
Total 9799:			300.00	300.00		
QUALITY FLOW SYSTEMS, INC						
41477	REBUILD LIFT STATION - TWILITE	08/20/2021	24,856.00	.00		
Total 9917:			24,856.00	.00		
R C T SEWER & VAC						
1410	INSPECT BROKEN STORM SEWER	08/23/2021	450.00	.00		
Total 9511:			450.00	.00		
REINHART FOODSERVICE						
881383	POOL - CONCESSIONS	08/18/2021	142.95	.00		
883243	GC - CLEANING	08/20/2021	160.88	.00		
883243	GC - FOOD	08/20/2021	362.42	.00		
Total 1817:			666.25	.00		
RIVER VALLEY MEDIA GROUP						
8/21 STMT	ANNUAL DISCLOSURE TAX INCRE	08/29/2021	93.81	.00		
8/21 STMT	WAGON WHEEL 3 AD FOR BID	08/29/2021	236.98	.00		
Total 8163:			330.79	.00		
SAM'S CLUB						
7/21 STMT	GC - SNACKS	07/31/2021	35.94	35.94	09/08/2021	
7/21 STMT	CITY - OFFICE	07/31/2021	24.98	24.98	09/08/2021	
7/21 STMT	PARKS - CLEANING	07/31/2021	124.08	124.08	09/08/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
7/21 STMT	GC - MEMBERSHIP	07/31/2021	42.20	42.20	09/08/2021	
7/21 STMT	CITY - CLEANING	07/31/2021	59.18	59.18	09/08/2021	
7/21 STMT	CITY - ANNUAL MEMBERSHIP FEE	07/31/2021	105.50	105.50	09/08/2021	
8/21 STMT	CITY - CLEANING	08/31/2021	114.40	114.40	09/08/2021	
8/21 STMT	CITY - OFFICE	08/31/2021	24.98	24.98	09/08/2021	
8/21 STMT	COMM BLDG - CABINET	08/31/2021	209.98	209.98	09/08/2021	
Total 1861:			741.24	741.24		
SCHOTT DISTRIBUTING CO., INC.						
433235	GC - BEER	08/05/2021	73.20	.00		
434139	GC - BEER	08/12/2021	655.75	.00		
435904	GC - BEER	08/26/2021	496.10	.00		
Total 1931:			1,225.05	.00		
SEMA EQUIPMENT, INC.						
1551983	PARKS - MOWER PARTS	07/30/2021	410.59	.00		
1552733	PARKS - MOWER PARTS CREDIT	08/03/2021	270.16-	.00		
Total 9837:			140.43	.00		
SOUTHEAST LIBRARIES COOP						
049243	LIB - SELCO AUTOMATION FEE	09/02/2021	1,286.01	.00		
Total 1962:			1,286.01	.00		
SOUTHEAST SERVICE COOPERATIVE						
9/21 STMT	EMPLOYER PAID HEALTH INS - CLERK	09/01/2021	1,806.45	1,806.45	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - PD	09/01/2021	7,611.30	7,611.30	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - FD	09/01/2021	66.48	66.48	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - STREET	09/01/2021	1,859.71	1,859.71	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - REC	09/01/2021	179.83	179.83	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - PARKS	09/01/2021	708.27	708.27	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - LIBRARY	09/01/2021	887.06	887.06	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - WATER	09/01/2021	1,584.32	1,584.32	09/01/2021	
9/21 STMT	EMPLOYER PAID HEALTH INS - SEWER	09/01/2021	1,294.80	1,294.80	09/01/2021	
9/21 STMT	HEALTH INSURANCE WITHHELD	09/01/2021	2,020.78	2,020.78	09/01/2021	
Total 8401:			18,019.00	18,019.00		
SPLISH SPLASH AUTO BATH						
9/7/21	PD - CAR WASH TOKENS	09/07/2021	81.00	.00		
Total 8567:			81.00	.00		
SPRING GROVE SODA POP, INC.						
28541	GC - POP	08/27/2021	171.00	.00		
28541	GC BEER FOR RESALE	08/27/2021	17.25	.00		
Total 1915:			188.25	.00		
STEFFES, JON						
2021	2021 MILEAGE REIMBURSEMENT	08/23/2021	705.60	.00		
Total 8064:			705.60	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SUMMIT COMPANIES						
182002083	PD - RECHARGE FIRE EXTINGUISHERS	05/11/2021	52.75	.00		
182002157	GC - INSPECTION FIRE EXT & SYSTEM	05/17/2021	156.00	.00		
182002264	PD - FIRE EXT ANNUAL INSPECTION	05/21/2021	71.00	.00		
182002295	GC - FIRE EXT INSPECTION	05/24/2021	82.50	.00		
Total 50:			362.25	.00		
SUPERIOR TURF SERVICES						
1509	GC - CHEMICALS	08/23/2021	1,116.09	.00		
Total 9826:			1,116.09	.00		
TACTICAL SOLUTIONS						
8658	PD - YEARLY RADAR CERTIFICATION	08/26/2021	319.00	.00		
Total 9345:			319.00	.00		
THE BUYERS EX-PRESS						
2486	GC - ADVERTISING	08/13/2021	125.00	.00		
Total 9513:			125.00	.00		
THE LIFEGUARD STORE						
INV001101517	LIFEGUARD SWIMSUITS	07/29/2021	44.00	.00		
Total 9495:			44.00	.00		
TJ'S AUTO GLASS INC.						
WO TJS0026276	EMERGENCY SERV UTV REPAIR	09/07/2021	50.00	.00		
Total 8801:			50.00	.00		
TOSTRUD & TEMP S.C.						
2000037341	FD - AUDIT SERVICES	08/24/2021	500.00	.00		
2000037341	ANNUAL AUDIT SERVICE	08/24/2021	16,250.00	.00		
Total 2003:			16,750.00	.00		
TRI-STATE BUSINESS MACHINES IN						
525241	MV - COPIER	08/26/2021	64.32	.00		
Total 2024:			64.32	.00		
UNITED STATES POSTMASTER						
8/21 CYCLE 1	POSTAGE - WATER/SEWER BILL	08/31/2021	133.20	133.20	08/31/2021	
8/21 CYCLE 1	POSTAGE - WATER/SEWER BILL	08/31/2021	133.20	133.20	08/31/2021	
8/21 CYCLE 1 #2	POSTAGE - WATER/SEWER BILL	09/01/2021	14.80	14.80	09/01/2021	
8/21 CYCLE 1 #2	POSTAGE - WATER/SEWER BILL	09/01/2021	14.80	14.80	09/01/2021	
Total 2102:			296.00	296.00		
VISA						
8/21 STMT	B WALLER - CGMC HOTEL ROOM	08/31/2021	229.28	.00		
8/21 STMT	PD - OFFICE	08/31/2021	17.80	.00		
8/21 STMT	PD - INTERNET PEOPLE SEARCH	08/31/2021	75.00	.00		
8/21 STMT	PD - KWIK TRIP NNO SUPPLIES	08/31/2021	1,478.32	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
8/21 STMT	PD - TRIANING EQUIPMENT	08/31/2021	246.24	.00		
8/21 STMT	J THORSEN RECERTIFICATION DMT	08/31/2021	75.00	.00		
8/21 STMT	LIBRARY - TRAINING VIDEO	08/31/2021	3.20	.00		
8/21 STMT	LIBRARY - PROGRAM SUPPLIES	08/31/2021	7.47	.00		
8/21 STMT	LIBRARY - PROGRAM SUPPLIES	08/31/2021	148.72	.00		
8/21 STMT	CITY - ZOOM SUBSCRIPTION	08/31/2021	160.21	.00		
8/21 STMT	JAY G - WATER CLASS	08/31/2021	255.00	.00		
8/21 STMT	H LAPHAM NOTARY RENEWAL	08/31/2021	120.00	.00		
8/21 STMT	LIBRARY - CLEANING	08/31/2021	27.69	.00		
8/21 STMT	LIBRARY - BOOKS	08/31/2021	41.61	.00		
8/21 STMT	LIBRARY - OFFICE	08/31/2021	237.24	.00		
8/21 STMT	LIBRARY - CLEANING	08/31/2021	21.19	.00		
8/21 STMT	LIBRARY - PROGRAM SUPPLIES	08/31/2021	25.00	.00		
8/21 STMT	LIBRARY - PROGRAM SUPPLIES	08/31/2021	63.96	.00		
8/21 STMT	B& Z - CEU'S	08/31/2021	50.00	.00		
8/21 STMT	LIBRARY - GRANT BOOKS	08/31/2021	32.02	.00		
8/21 STMT	LIBRARY - PROGRAM SUPPLIES	08/31/2021	151.93	.00		
8/21 STMT	LIBRARY - BOOKS	08/31/2021	28.84	.00		
8/21 STMT	LIBRARY - ZOOM SERVICES	08/31/2021	125.54	.00		
8/21 STMT	LIBRARY - CLEANING	08/31/2021	62.93	.00		
Total 2208:			3,684.19	.00		
VSC CORPORATION						
#7 322 S 1ST ST	LAND PURCH.-CONTRACT FOR DEED-PRINCIPAL	09/01/2021	2,087.88	.00		
#7 322 S 1ST ST	LAND PURCH.-CONTRACT FOR DEED-INTEREST	09/01/2021	383.15	.00		
Total 9942:			2,471.03	.00		
WATER SYSTEMS CO.						
954193	LIBRARY - COOLER RENTAL	08/31/2021	6.00	.00		
Total 8605:			6.00	.00		
WHKS & CO.						
42996	WAGON WHEEL PH 3 BRIDGE	03/26/2021	44,500.85	.00		
43770	BALSAM & SPRUCE RECONSTRUCTION	07/30/2021	4,155.39	.00		
43771	DNR TRAIL GRANT WAGON WHEEL PH 1	07/30/2021	868.00	.00		
43772	WALNUT STREET	07/30/2021	1,034.30	.00		
43775	BASE MAP UPDATES	07/30/2021	1,982.70	.00		
43775	SRTS DEMONSTRATION PROJECT	07/30/2021	740.00	.00		
43775	WILDWOOD DRAINAGE	07/30/2021	863.00	.00		
43775	EAGLE BLUFF BOUNDARY SURVEY	07/30/2021	460.00	.00		
43775	REDWOOD DRAINAGE REVIEW	07/30/2021	222.00	.00		
43775	OAK STREET APARTMENT REVIEW	07/30/2021	57.50	.00		
43775	MILEAGE	07/30/2021	235.20	.00		
43848	UTIL EXT TO HORSETRACK	07/30/2021	1,049.84	.00		
Total 8290:			56,168.78	.00		
WIESER LAW OFFICE PC						
8/21 CITY	CLERK - LEGAL FEES	08/31/2021	2,276.17	.00		
8/21 CITY	BLDG/ZNG - LEGAL FEES	08/31/2021	2,276.17	.00		
8/21 CITY	COUNCIL - LEGAL FEES	08/31/2021	2,276.17	.00		
8/21 CITY	WATER DEPT - LEGAL FEES	08/31/2021	1,138.09	.00		
8/21 CITY	SEWER DEPT - LEGAL FEES	08/31/2021	1,138.08	.00		
8/21 POLICE	PD - LEGAL FEES	08/31/2021	2,515.80	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2361:			11,620.48	.00		
ZIEBELL'S HIAWATHA FOODS INC						
313250	GC - KITCHEN SUPPLIES	08/13/2021	22.80	.00		
313967	GC - FOOD	08/06/2021	267.05	.00		
313967	GC - CLNG SUPL	08/06/2021	101.60	.00		
315212	GC - CHIPS/NUTS/SNACKS	08/20/2021	193.78	.00		
315212	GC - CLNG SUPL	08/20/2021	375.73	.00		
315212	GC - FOOD	08/20/2021	140.60	.00		
315212	GC - KITCHEN SUPPLIES	08/20/2021	49.92	.00		
Total 2417:			1,151.48	.00		
Grand Totals:			321,866.54	84,721.10		

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
JULY 31, 2021

FUND	AUDITED 12/31/2020 BALANCE	UNAUDITED 7/31/2021 BALANCE
GENERAL (101)		
Unreserved	1,624,986.40	2,190,141.05
TOTAL GENERAL FUND	<u>1,624,986.40</u>	<u>2,190,141.05</u>
REVOLVING LOAN FUND (204)		
SCDP Grant Funds Returned	21,732.93	21,732.93
TOTAL REVOLVING LOAN FUND	<u>21,732.93</u>	<u>21,732.93</u>
LIBRARY (211)		
Unreserved	-30,835.56	-14,890.73
TOTAL LIBRARY	<u>-30,835.56</u>	<u>-14,890.73</u>
FIRE DEPARTMENT (213)		
Unreserved	320,580.97	232,641.94
	<u>320,580.97</u>	<u>232,641.94</u>
TAX INCREMENT FINANCE DISTRICTS		
Tax Increment 2-1 Duckett (252)	23,755.41	22,755.53
Tax Increment 5-1 Heth's (257)	5,506.47	1,181.56
Tax Increment 4-2 Gundersen (258)	95,043.92	122,932.54
Tax Increment 6-1 Schumacher Kish (259)	15,688.76	19,293.45
Tax Increment 1-8 Event Ctr/Hotel (260)	1,007.18	36,108.78
Tax Increment 1-9 31 S. Walnut (261)	0.00	-6,956.53
	<u>141,001.74</u>	<u>195,315.33</u>
DEBT SERVICE		
Bonds Paid Up (300)	19,398.35	19,649.42
2009A G.O. Refunding Bonds (322)	201,083.81	161,633.96
2011A G.O. Imp. Bonds (324)	20,190.82	-15,262.74
2011B G.O. Rec. Facilities (325)	272,697.18	197,069.48
2013A G.O. Equipment Certificates (326)	126,647.83	175,488.39
2016A G.O. Refunding Bonds (327)	97,458.66	55,597.50
2017A G.O. Equipment Certificates (328)	114,576.15	69,209.44
2018A G.O. Imp. Bonds (329)	157,553.88	87,401.66
2019A G.O. Equipment Certificates (330)	55,483.93	18,743.19
2019B G.O. Imp. Bonds (331)	5,450.17	12,425.02
2020A G.O. Imp. Bonds-HTM (332)	568,130.57	878,261.54
2020A G.O. Imp. Bonds-Arena (333)	2,308.07	-1,818.01
TOTAL DEBT SERVICE	<u>1,640,979.42</u>	<u>1,658,398.85</u>

CITY OF LA CRESCENT
CASH BALANCES
JULY 31, 2021

FUND	AUDITED 12/31/2020 BALANCE	UNAUDITED 7/31/2021 BALANCE
CAPITAL PROJECTS		
2017A Equipment Certificate (446)	176,676.99	72,680.24
2019B G.O. Improvement Projects (449)	8,939.46	8,614.04
2020A G.O. Improvement Projects (450)	662,916.41	740,303.74
TOTAL CAPITAL PROJECTS	848,532.86	821,598.02
 WATER FUND (601)		
Unreserved	43,586.60	-227,532.45
2008A Water Revenue Bonds	0.00	0.00
2012B Water Revenue Bonds	0.00	0.00
2016A Water Revenue Bonds	0.00	0.00
TOTAL WATER FUND	43,586.60	-227,532.45
 SEWER FUND (602)		
Unreserved	-223,722.55	-403,230.26
2008A Sewer Revenue Bonds	0.00	0.00
2012B Sewer Revenue Bonds	0.00	0.00
2016A Sewer Revenue Bonds	0.00	0.00
Designated Funds for Plant Replacement	262,643.64	264,258.34
TOTAL SEWER FUND	38,921.09	-138,971.92
 SOLID WASTE (603)		
Unreserved	26,057.67	8,355.72
TOTAL SOLID WASTE	26,057.67	8,355.72
 LICENSE BUREAU (604)		
Unreserved	330,325.15	293,081.42
TOTAL LICENSE BUREAU	330,325.15	293,081.42
 PINE CREEK GOLF COURSE (613)		
Unreserved	-56,429.67	22,032.42
TOTAL GOLF COURSE	-56,429.67	22,032.42
 ICE ARENA (615)		
Unreserved	-229,864.18	-243,268.22
	-229,864.18	-243,268.22
 TOTAL FUNDS	\$4,719,575.42	\$4,818,634.36

CITY OF LA CRESCENT
CASH & INVESTMENT ANALYSIS
JULY 31, 2021

PETTY CASH & CASH DRAWERS	3,850.00
NOW CHECKING (5000047)/SWEEP ACCT	3,339,031.99
PSN DEPOSITORY ACCT (40031122)	11,725.81
PINE CREEK GOLF COURSE (9191115)	11,676.24
ICD SECURITIES, INC. MM (33682956)	521.16
HOME FEDERAL SAVINGS ACCT (4000061304)	148,829.16
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	365,000.00
HOME FEDERAL SAVINGS - CD	0.00
	<u>\$4,818,634.36</u>

<u>TOTAL INVESTMENTS-THIS YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	3,515,634.36
CD'S	1,303,000.00
GOVERNMENT SECURITIES	0.00
	<u>4,818,634.36</u>
RATES ON INVESTMENTS	0.10% - 2.65%

<u>TOTAL INVESTMENTS-LAST YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	4,908,205.82
CD'S	1,503,927.40
GOVERNMENT SECURITIES	0.00
	<u>6,412,133.22</u>
RATES ON INVESTMENTS	0.10% - 2.65%

#1.4

CITY OF LACRESCENT

Trial Balance
GL Period: 07/21
LIBRARY FUND

Page: 1
Aug 31, 2021 08:19AM

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		14,890.73-
211-10200	PETTY CASH-LIBRARY	.00	
211-10450	INTEREST RECEIVABLE	.00	
211-10700	TAXES RECEIVABLE DELINQUENT	753.03	
211-11550	ACCTS RECEIVABLE - OTHER	.00	
211-13203	DUE FROM COUNTY	.00	
211-15500	PREPAID INSURANCE	3,726.98	
211-20200	ACCOUNTS PAYABLE		2,109.83-
211-21500	ACCRUED INTEREST PAYABLE		173.55-
211-21600	ACCRUED WAGES/SAL PAYABLE	.00	
211-22810	SALES TAX PAYABLE-LIBRARY	.00	
211-25300	FUND BALANCE	33,019.94	
211-31013	LIBRARY TAX REVENUE		93,946.29-
211-31014	HOUSTON COUNTY LIBRARY LE		22,075.46-
211-31051	EXCESS TIF REVENUE REFUND	.00	
211-33161	FEDERAL CARES ACT FUNDS	.00	
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	
211-33620	WINONA COUNTY FUNDING		1,727.71-
211-34761	SELCO LIBRARY GRANT	.00	
211-34762	COPY MACHINE REVENUE		342.84-
211-34763	COMPUTER PRINTER REVENUE		488.78-
211-35103	FINES		796.81-
211-36200	MISCELLANEOUS INCOME	.00	
211-36210	INTEREST ON INVESTMENTS	.00	
211-36230	CONTRIBUTIONS		8,894.07-
211-36232	SUMMER SPONSORS		1,350.00-
211-36233	CONTRIBUTION-LA CRESC. TWNSHP		3,000.00-
211-36236	COMPUTER FUND REVENUE	.00	
211-36238	GRANT/SCHOLARSHIP FUNDING	.00	
211-36241	INSURANCE REIMBURSEMENT	.00	
211-36243	ACE CAPITAL CREDITS	.00	
211-39200	FRIENDS OF THE LIBRARY	.00	
211-39201	TRANSFER FROM GEN. FUND	.00	
211-45500-101	WAGES - FULL-TIME	47,002.90	
211-45500-102	OVERTIME PAY	23.40	
211-45500-103	WAGES - PART-TIME	15,154.42	
211-45500-111	SEVERANCE PAY	.00	
211-45500-121	EMPLOYER FICA EXPENSE	4,755.84	
211-45500-122	PERA CONTRIBUTIONS	4,545.52	
211-45500-131	EMPLOYER PAID HEALTH INS	6,729.10	
211-45500-152	WORKERS COMP BENEFITS	.00	
211-45500-200	LIBRARY OFFICE SUPPLIES	573.41	
211-45500-202	COPY MACHINE SUPPLIES	.00	
211-45500-203	COMPUTER PRINTER SUPPLIES	.00	
211-45500-211	CLEANING & SANITARY SUPPLIES	103.19	
211-45500-220	SUMMER PROGRAM SUPPLIES	1,101.36	
211-45500-221	WINTER READING PROG EXPENSES	351.69	
211-45500-310	OTHER CONTRACTED SERVICES	2,221.47	
211-45500-321	TELEPHONE-LIBRARY	1,012.62	

Account Number	Title	Debit Amount	Credit Amount
211-45500-322	POSTAGE-LIBRARY	81.06	
211-45500-331	TRAVEL EXPENSES	325.00	
211-45500-350	PRINTING AND PUBLISHING	55.00	
211-45500-360	INSURANCE	2,748.35	
211-45500-381	UTILITIES-ELECTRIC	1,400.25	
211-45500-382	UTILITIES-WATER/SEWER	174.95	
211-45500-383	UTILITIES-GAS	450.81	
211-45500-384	REFUSE DISPOSAL	70.00	
211-45500-401	REPAIR/MAINT-BUILDINGS	11.98	
211-45500-404	REPAIR/MAINT-EQUIPMENT	.00	
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145.00	
211-45500-414	LIMITED ACCESS LINE	11,100.97	
211-45500-415	RENTALS-OTHER EQUIPMENT	42.00	
211-45500-430	MISCELLANEOUS	.00	
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	
211-45500-433	DUES & MEMBERSHIPS	49.00	
211-45500-434	LEGACY GRANT EXPENDITURES	.00	
211-45500-504	BOOKS - GRANT FUNDED	1,182.08	
211-45500-505	BOOKS, PERIODICALS, VIDEOS ETC	5,846.54	
211-45500-506	PROCESSING MATERIALS	763.25	
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	
211-45500-570	OFFICE EQUIP. & FURNISHINGS	.00	
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	
211-45500-580	C.O. OTHER EQUIPMENT	.00	
211-45500-610	INTEREST EXPENSE	274.96	
Total LIBRARY FUND:		149,796.07	149,796.07-
Net Income:			20,325.84-
Grand Totals:		149,796.07	149,796.07-
Net Income:			20,325.84-

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	01/21-07/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
LIBRARY FUND						
TAXES						
211-31013	LIBRARY TAX REVENUE	154,846	164,106	93,946	170,873	76,927
211-31014	HOUSTON COUNTY LIBRARY LE	46,642	43,457	22,075	44,109	22,033
211-31051	EXCESS TIF REVENUE REFUND	.00	.00	.00	.00	.00
Total TAXES:		201,488	207,563	116,022	214,982	98,960
INTERGOVERNMENTAL AID						
211-33161	FEDERAL CARES ACT FUNDS	.00	2,018	.00	.00	.00
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	.00	.00	.00	.00
211-33620	WINONA COUNTY FUNDING	3,022	3,455	1,728	3,113	1,385
Total INTERGOVERNMENTAL AID:		3,022	5,472	1,728	3,113	1,385
PUBLIC CHARGES FOR SERVICE						
211-34761	SELCO LIBRARY GRANT	.00	.00	.00	.00	.00
211-34762	COPY MACHINE REVENUE	855	565	343	500	157
211-34763	COMPUTER PRINTER REVENUE	730	449	489	500	11
Total PUBLIC CHARGES FOR SERVICE:		1,585	1,014	832	1,000	168
FINES & FORFEITURES						
211-35103	FINES	2,105	891	797	1,000	203
Total FINES & FORFEITURES:		2,105	891	797	1,000	203
SPECIAL ASSESSMENTS						
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	8,894	4,000	4,894
211-36232	SUMMER SPONSORS	1,724	.00	1,350	1,500	150
211-36233	CONTRIBUTION-LA CRESC. TWNSHP	3,000	.00	3,000	3,000	.00
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	13,244	8,500	4,744
OTHER FINANCING SOURCES						
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
LIBRARY EXPENSES						
211-45500-101	WAGES - FULL-TIME	92,747	93,415	47,003	85,937	38,934
Budget notes:						
Library Director & Library Assistant						
211-45500-102	OVERTIME PAY	.00	22	23	.00	23
211-45500-103	WAGES - PART-TIME	32,730	29,911	15,154	30,228	15,074
211-45500-111	SEVERANCE PAY	16,731	3,323	.00	.00	.00
211-45500-121	EMPLOYER FICA EXPENSE	10,392	9,422	4,756	8,887	4,131
Budget notes:						
7.65%						

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-07/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
211-45500-122	PERA CONTRIBUTIONS	8,959	8,322	4,546	8,552	4,006
Budget notes:						
7.5%						
211-45500-131	EMPLOYER PAID HEALTH INS	29,789	11,064	6,729	20,412	13,683
211-45500-152	WORKERS COMP BENEFITS	.00	.00	.00	.00	.00
211-45500-200	LIBRARY OFFICE SUPPLIES	2,431	1,179	573	2,200	1,627
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	103	600	497
211-45500-220	SUMMER PROGRAM SUPPLIES	1,708	1,865	1,101	2,800	1,699
211-45500-221	WINTER READING PROG EXPENSES	.00	.00	352	.00	352-
211-45500-310	OTHER CONTRACTED SERVICES	3,652	3,529	2,221	4,500	2,279
211-45500-321	TELEPHONE-LIBRARY	1,626	1,731	1,013	1,800	787
211-45500-322	POSTAGE-LIBRARY	136	131	81	300	219
211-45500-331	TRAVEL EXPENSES	1,428	41	325	500	175
211-45500-350	PRINTING AND PUBLISHING	200	.00	55	300	245
211-45500-360	INSURANCE	4,257	4,789	2,748	4,250	1,502
211-45500-381	UTILITIES-ELECTRIC	2,193	2,044	1,400	3,300	1,900
211-45500-382	UTILITIES-WATER/SEWER	392	336	175	400	225
211-45500-383	UTILITIES-GAS	1,010	713	451	1,200	749
211-45500-384	REFUSE DISPOSAL	120	120	70	120	50
211-45500-401	REPAIR/MAINT-BUILDINGS	173	2,861	12	400	388
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	11,101	25,000	13,899
211-45500-415	RENTALS-OTHER EQUIPMENT	72	1,350	42	120	78
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	49	195	146
211-45500-434	LEGACY GRANT EXPENDITURES	.00	.00	.00	.00	.00
211-45500-504	BOOKS - GRANT FUNDED	.00	1,231	1,182	.00	1,182-
211-45500-505	BOOKS, PERIODICALS, VIDEOS ETC	10,841	6,583	5,847	11,000	5,153
211-45500-506	PROCESSING MATERIALS	1,239	653	763	1,200	437
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	584	275	1,480	1,205
Total LIBRARY EXPENSES:		249,301	209,855	112,296	220,526	108,230
LIBRARY FUND Revenue Total:		233,563	232,060	132,622	230,668	98,046
LIBRARY FUND Expenditure Total:		249,301	209,855	112,296	220,526	108,230
Net Total LIBRARY FUND:		15,738-	22,205	20,326	10,142	10,184-
Net Grand Totals:		15,738-	22,205	20,326	10,142	10,184-

3.1

TO: City Council

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: September 8th, 2021

RE: Lions donation bike repair stand/pump

The city was awarded a SHIP grant for the amount of \$5,000 to purchase benches, a bike rack, and a bike repair stand for the trailhead at the downtown bike and pedestrian bridge this summer. The grant covered the full cost of the benches and bike rack, but was unable to cover the full cost of the bike repair stand. The Lions club has generously donated the remaining \$965.61 to cover the cost of the bike repair stand. The SHIP grant will cover the remaining cost for the bike repair stand. The Lions club president Vanessa Fernandes DeSouza Machado will be in attendance to present the check to the council.

RESOLUTION NO. 09-21-30

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT IN AUGUST, 2021**

WHEREAS, the following donations were made to the City of La Crescent in the month of August, 2021:

1. The Pheasants Forever, Inc./Winona-Root River Pheasants Forever Chapter #242 wishes to donate \$1,400.00 to be used towards the Horse Track Meadows prairie project.
2. The La Crescent Lions Club wishes to donate \$965.61 to be used towards a bike repair stand for the Bike/Pedestrian Bridge Project.

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

ADOPTED this 13th day of September, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

3.2

TO: City Council

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: September 8th, 2021

RE: EV Showcase

As a part of the Partners in Energy plan the City of La Crescent and Xcel energy will be hosting an EV showcase event at the Event Center September 16th from 5:00 p.m. to 7:00 p.m. Various private vehicle owners and a local dealership will have vehicles on hand for residents for test drives and education. Other materials about charging and EV ownership will be provided at the event. Food and beverages will be available to participants.

La Crescent Electric Vehicle Showcase

Where: La Crescent Area Event Center

When: 5:00 p.m. to 7:00 p.m. September 16, 2021

Join us for an event displaying electric vehicles (EVs) from local dealerships and La Crescent residents who own EVs. Test drive, talk to vehicle owners, and learn about new advances in EV technology and charging. Enjoy food and beverages while you browse cars and booths and take home giveaway items. This event is great for electric vehicle enthusiasts and those who are curious about owning electric vehicles for personal use or a business fleet. Learn how you can become part of the fast-growing population of EV owners who are saving money and reducing greenhouse gas emissions.

To protect the volunteers and other attendees, masks are required at the event when indoors and at the request of vehicle owners. We strongly recommend testing within 72 hours of the event. If you are experiencing any symptoms of Covid-19, please stay home.

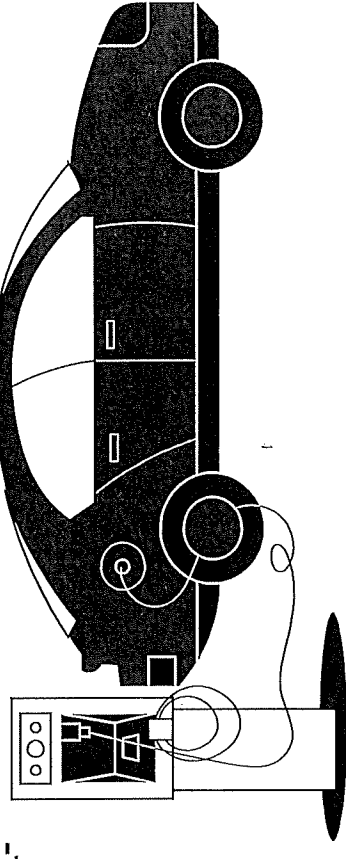
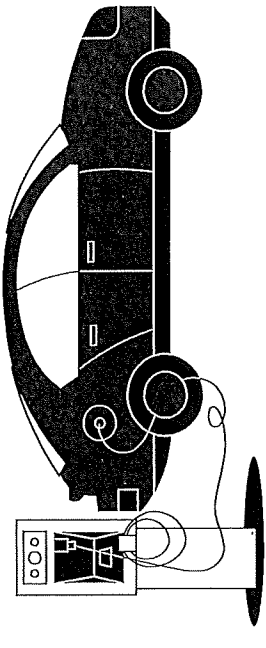
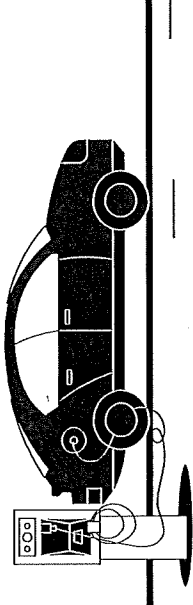


La Crescent Electric Vehicle Showcase

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To protect the volunteers and other attendees, masks are required at the event when indoors and at the request of vehicle owners. We strongly recommend testing within 72 hours of the event. If you are experiencing any symptoms of Covid-19, please stay home.

3.3



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 9, 2021
RE: 2020 Audit Review

Mike Temp will be in attendance at the meeting to review the 2020 audit with the City Council. An electronic copy of the audit was delivered to you in advance of the meeting. A hard copy of the audit is available upon request. In addition, a copy of the audit will be posted to the City's website.

#3.4



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 9, 2021
RE: Shore Acres Boundary Adjustment

City Engineer Tim Hruska will be in attendance at the meeting to review the attached request with the City Council.



July 26, 2021

Wieser Law Office, P.C.
Attn: Al "Skip" Wieser, III
33 South Walnut – Suite 200
La Crescent, MN 55947

RE: Onsrud land transfer
Shore Acres, La Crescent

Dear Mr. Wieser:

As we discussed on the phone last week, I am currently in the process of completing a Certificate of Survey for Judith Onsrud for the property at 434 Shore Acres Road. While conducting the initial deed research I found that the legal descriptions in Mrs. Onsrud's deeds are tied to a former road that was located easterly of the existing location of Shore Acres Road. In 1998, Flex-O-Matic Products Co. (previously controlled by Paul Onsrud, Judith's late husband) granted a large portion of land lying mostly westerly of the current location of Shore Acres Road to the City of La Crescent in Quit Claim Deed Document No. 196753. After reviewing the legal description in said Document No. 196753 I discovered that the easterly line of the described land extended to the centerline of the former road lying easterly of the current location for Shore Acres Road.

It is my belief that the intent was to only convey the lands lying westerly of the current location of Shore Acres Road and not to grant the lands extending all the way to the centerline of the former road. The land lying easterly of the current location of Shore Acres Road and westerly of the centerline of the former road is currently occupied by Mrs. Onsrud.

We are proposing to remedy this situation by having the City of La Crescent Quit Claim the land lying easterly of the current location of Shore Acres Road and westerly of the former road, depicted as Parcel 3 on the enclosed Preliminary Survey, back to Mrs. Onsrud.

Sincerely,

Andy Lutichens, P.L.S.

MEMORANDUM

TO: Bill Waller, City Administrator

FROM: Tim Hruska, P.E.

DATE: September 7, 2021

RE: Wagon Wheel Phase 1 Paving

We have completed plans for the above referenced project. This project includes the paving the aggregate trail sections of the Wagon Wheel Trail. The City received funds for this project from a MN DNR trails grant. The project is estimated at \$116,500.


The plans for the above referenced project have been prepared and are attached for approval.

Council Action Recommendation

We recommend that the Council approves Plans and Specifications and authorizes Advertisement for Bids.

3.6



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: September 9, 2021
RE: 2021 Street Project Change Order

City Engineer Tim Hruska will be in attendance at the meeting to review the proposed change order with the City Council.

3.7



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: September 9, 2021
RE: Horse Track Meadows Paving Schedule

City Engineer Tim Hruska will be in attendance at the meeting to review the attached memo with the City Council.

We meet with the developer today, and are suggesting that the City Council approve the extension of the installation of the wear course of bituminous at Horse Track Meadows until 2022. We are suggesting that the added cost of \$14,000 would be split equally between the developer and the City. The developer is agreeable to this cost allocation. There are funds in the project budget for this expenditure.

MEMORANDUM

TO: Bill Waller, City Administrator

FROM: Tim Hruska, P.E.

DATE: September 7, 2021

RE: Horse Track Meadows Paving

Last year, the City Council extended the final completion date for the final wear course to this construction season. There has been a fair amount of home construction occurring within the subdivision since the initial completion. We have been in discussions with A1 Excavating (City's Contractor) about extending the completion of the wear course one more year. They have requested the unit price for the bituminous be raised to \$94 per ton. This equates to about a \$14,000 change in final cost to the project. At this time, there is no arrangement for the Council to recuperate that cost from the developer. The developer is currently speculating that 3-5 more homes will begin construction in 2021 with another 6 homes and 4 townhomes potentially starting in 2022.

There is potential that home and Phase 2 construction will place wear and tear on the exposed surface. Allowing another year to pass before final bituminous wearing course could extend the life expectancy of the final wear surface for the City. However, leaving the bituminous wear course for another year exposes the curb and gutter to plow damage. This was partially mitigated in 2020-2021 because no one was living in the development, therefore staff did not remove the snow all the way to the gutter line. With the number of residents now living in the area, this method of protection would anticipate resistance.

I will be in attendance to discuss options with the Council.

#3.8



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 8, 2021
RE: 2022 Street Improvement Project

Attached for review and consideration by the City Council is an engineering agreement for the 2022 street improvement project. City Engineer Tim Hruska will be in attendance at the meeting to review the project and the agreement with the City Council.

The total project cost is estimated at approximately \$1,000,000. Funding for the project may include a combination of Municipal State Aid funds along with street reconstruction bonds issued under the authority of the City's 5-year Street Reconstruction Plan.

We had originally planned to include the reconstruction of Walnut Street in the 2022 Street Improvement Project. For the following reasons, we are suggesting that the Walnut Street portion of the project be shifted to 2023:

- The City submitted an application to MnDOT for Local Road Improvement Project funding for the project that was not approved, but there may be another road of funding available in the future.
- On July 27, 2021 the City received \$266,076.90 in Federal funding through the American Rescue Plan. The City can expect to receive a payment equal to the first payment on or around the end of July 2022. There is the possibility that these funds may be used for the utility costs associated with the reconstruction of Walnut Street.
- It would appear that the possibility exists that there may be additional Federal infrastructure funding available in the future, and that these funds may have application to the Walnut Street portion of the project.
- To date, we have had very little public engagement about the project. By shifting this portion of the project until 2023, it will allow the City adequate time to incorporate public input into the planning process.

In order to proceed with the project, we would suggest that the City Council approve the engineering agreement for the 2022 Street Improvement project.



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between **City of La Crescent** hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as **2022 Street Reconstruction**.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

Scope of Services

WHKS shall perform the following described services for the Client:

Design, bid, and construction phase engineering services as described on the attached Scope of Services included in Exhibit A.

Basis of Compensation

For the services described above, the Client shall remunerate WHKS as follows:

Items 1-5 - Billed Hourly with an Estimated Fee of \$125,000. Expenses billed at actual cost and mileage at the current published IRS rate per mile. External expenses include an administrative charge of 10 percent.

Executed this _____ day of September, 2021

City of La Crescent

By: _____

Printed Name: _____

Title: _____

WHKS & CO.

By: _____

Printed Name: _____

Title: _____



Exhibit A to Professional Services Agreement

A. Project Description

The project consists of the preparation of plans and specifications, and construction services for a project to reclaim and pave portions of Oak Street, Birch Street, Cedar Street, 9th Street and 10th Street as shown on the attached exhibits. Concrete curb and gutter, ADA pedestrian ramps, and sidewalk will be evaluated for replacement with the project. No utility reconstruction is anticipated on the project.

B. Scope of Services Provided Under This Agreement:

1. **Project Management and Meetings**

- Perform general project administrative duties including supervision and coordination of the project team, review of project costs and billings, prepare invoices using Consultant's standard forms, preparation of status reports, and general administrative activities.
- Hold kick-off meeting with Client to discuss the project and review the scope.
- Advise the Client of the necessity of obtaining Special Engineering Services as described in Paragraph C., and act as the Client's representative in connection with any such services not actually performed by WHKS.
- Attend two (2) meetings for the project.

2. **Topographic Survey and Research of Existing Conditions**

- Perform site topographical surveys to support new facilities, exclusive of boundary surveys for land and easement acquisition.
- Develop project control and base map for the project.
- Locate the existing underground utilities as located by the Gopher State One Call locate system.
- Collect, obtain and review relevant information from the Client.

3. **Preliminary and Final Design**

- Prepare preliminary and final plans and specifications to show the character and scope of work to be performed by contractors on the Project. Plans will follow MnDOT State Aid standards.
- Geotechnical Engineering services will be performed by a subcontractor to WHKS under this contract. Geotechnical services to include soil borings, and material testing.
- Prepare forms of advertisement for bids, contractor's proposal, construction agreement, payment bond and performance bond for approval by the Client, subject to prior review and approval by Client's Attorney, Bond Counsel, and/or Fiscal Agent.
- Prepare opinion of probable construction cost on completed plans and specifications.
- Furnish one (1) original signed copies of the plans, specifications, and other contract documents as required to the Client.
- Furnish plans and specifications to bidders through the use of a web based plan room.
- Answer contractor's questions during the bidding phase.
- Prepare addendums to the contract documents prior to bid letting, if necessary.

- Assist in the receiving and tabulation of Contractors' proposals and assist in awarding construction contract.
- A Storm Water Pollution Prevention Plan (SWPPP) will be prepared.
- Prepare and submit applicable construction permit application package to NPDES.

4. Construction Administration

- Provide construction administration assistance during construction. Contract administration assistance activities conducted during project construction include clarification of design details, periodic visits to the construction site to observe the progress of work, review of shop drawings, review periodic payment estimates for completed construction work and recommend payments for processing, prepare change orders when required, and prepare the final summary of construction costs.
- Conduct a preconstruction meeting with Client, Contractor and Utility Owners.
- Provide construction staking.
- Prepare record drawings from Contractor provided "mark-ups" at the completion of the construction.
- Provide construction updates to the Client.

5. Construction Observation

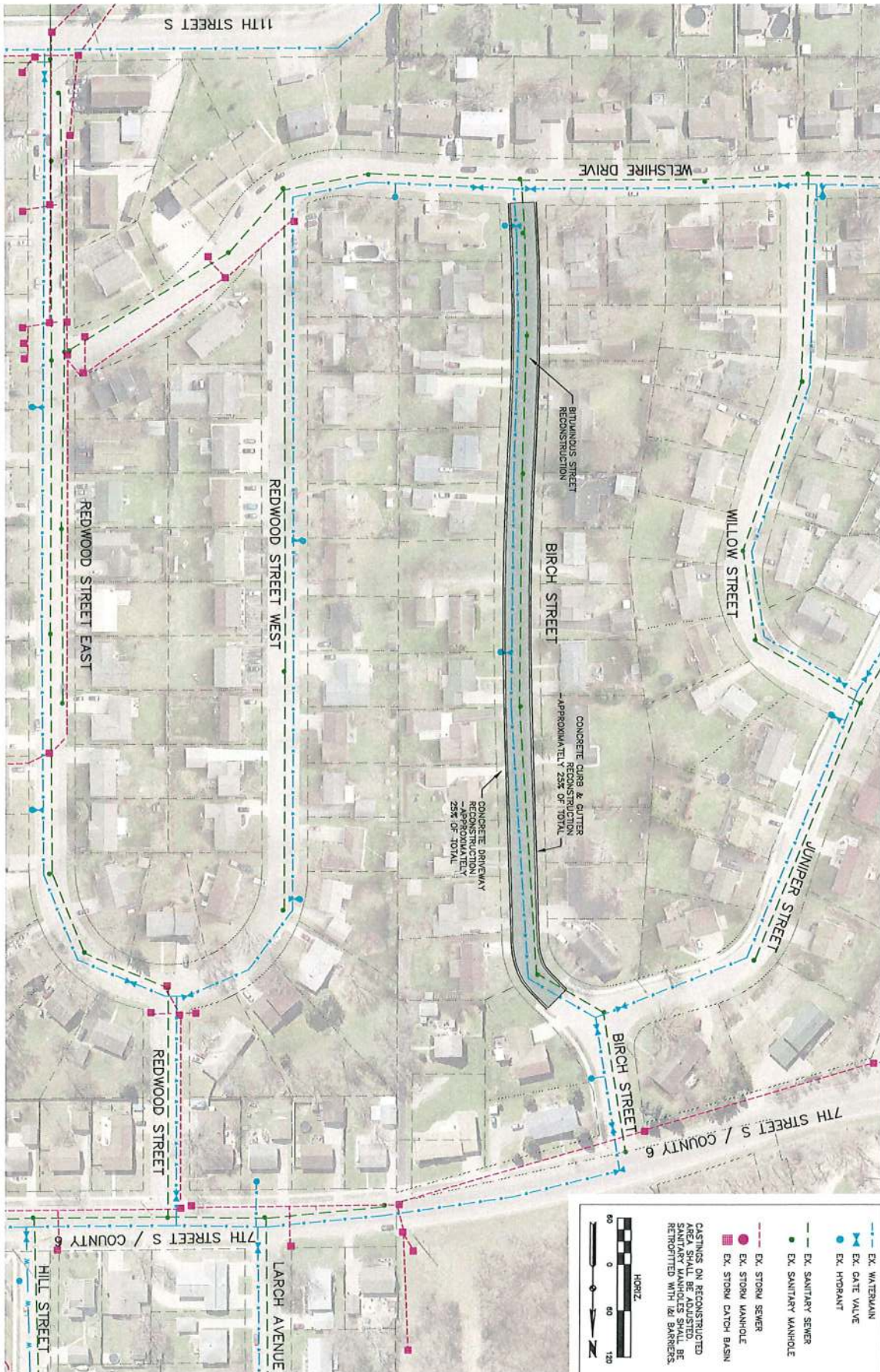
- Provide resident project observation services during the construction of the Project. Resident observation is a part time function during construction. Duties are to provide on-site evaluations of the Project progress in accordance with the plans and specifications and report said progress to the Engineer. Additionally, the observer maintains a log book recording conditions at the job site, weather, record of visitors, summary of daily activities, actions taken, observations in general and assists in recording data for eventual preparation of Record Drawings. The observer duties do not include construction means, methods, procedures, and job-site safety. Fee based on 400 hours of observation and travel time.

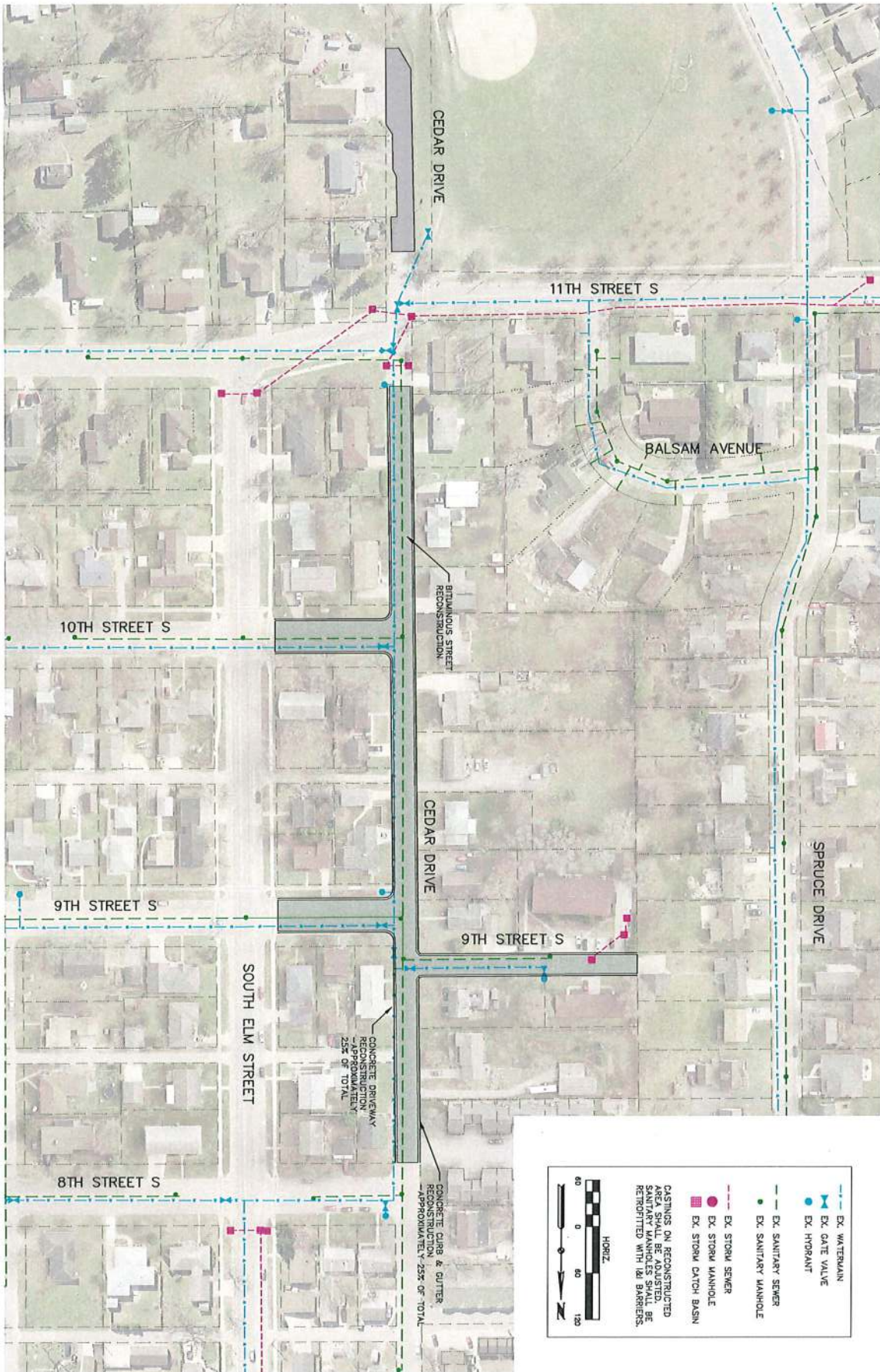
C. Special Engineering Services:

Special Engineering Services are those services not listed above, but which may be required or advisable to accomplish the Project. Special Engineering Services shall be performed when authorized by the Client for additional fees, to be determined at the time authorized.

Special Engineering Services include:

1. Easement research, plats or descriptions
2. Negotiation for easements or land acquisition
3. Quality control testing and construction materials testing
4. Permits other than those identified above
5. Funding assistance, including grant and/or loan applications
6. Cultural resource survey or other studies or documentation that may be required by regulatory agencies that are not specifically listed in the scope of services
7. National Environmental Policy Act (NEPA) compliance, including historical and archeological investigations
8. Attendance at additional meetings (other than those listed above)





LEGEND

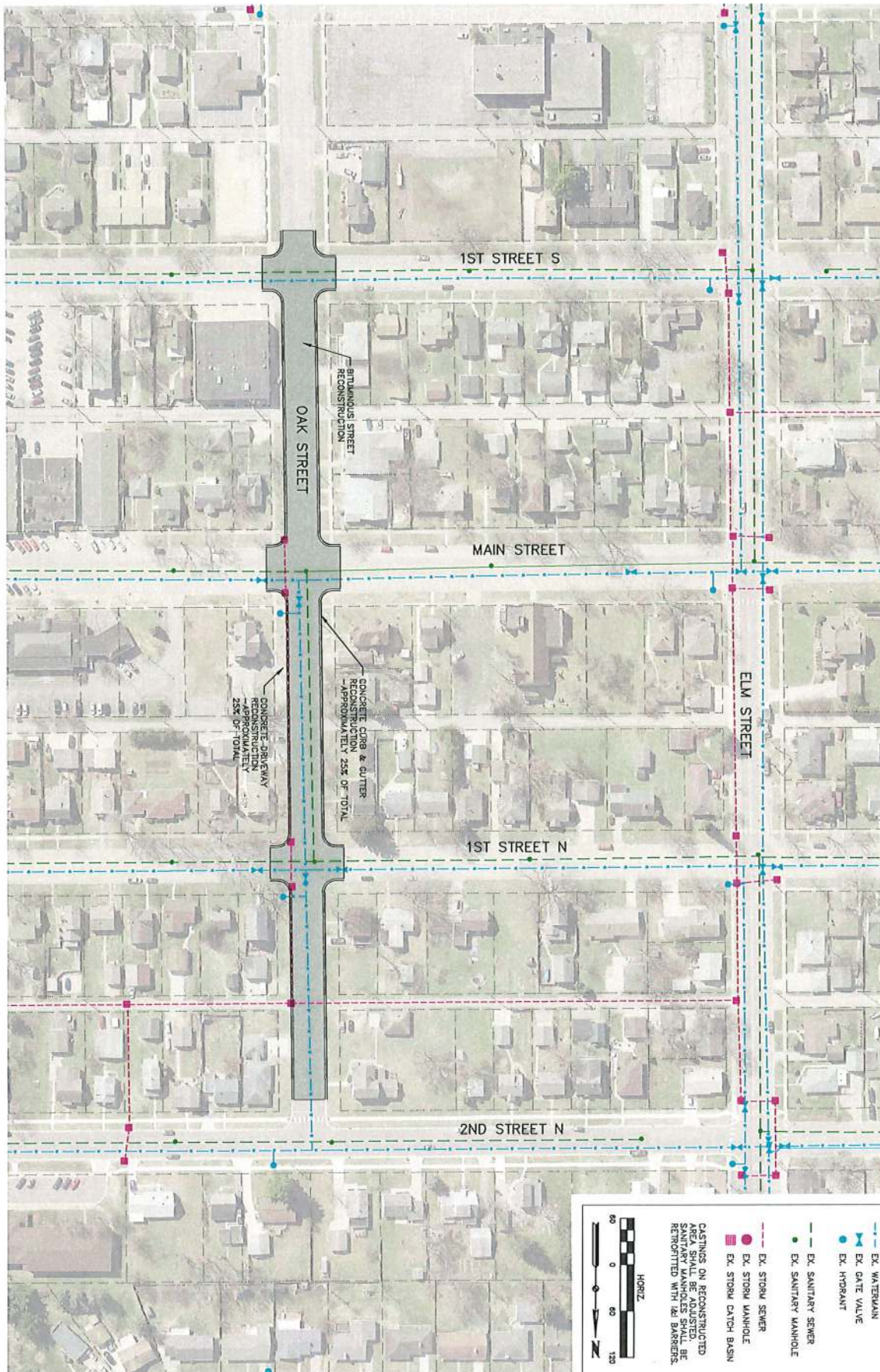
- EX. WATERMAIN
- EX. GATE VALVE
- EX. HYDRANT
- EX. SANITARY SEWER
- EX. SANITARY MANHOLE
- EX. STORM SEWER
- EX. STORM MANHOLE
- EX. STORM CATCH BASIN

PASTINGS ON RECONSTRUCTED AREA SHALL BE ADJUSTED. SANITARY MANHOLES SHALL BE RETROFITTED WITH 18" BARRIERS.

SCALE

HORIZ. 0 60 120

North Arrow



#3.9



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 8, 2021
RE: MnDPS – Drivers Exam Lease Agreement

Attached for review and consideration by the City Council is a lease agreement with the Department of Public Safety to operate a drivers exam station at the La Crescent Community Building.

Prior to COVID-19 there were 30-50 lunch participants on a daily basis that used the Community Room. These individuals will be displaced once a month with the change in location of the driver's exam station.

We will work with the Senior Dining Program to allow for the meals on wheels portion of the program to be offered at the Community Building on the days that the space is also be used as a driver's exam station.

We would suggest that the City Council approve the lease agreement and authorize the required signatures.

STATE OF MINNESOTA

LEASE

LEASE NO. **PS0381**

THIS AGREEMENT is made by and between City of La Crescent, 315 Main Street, LaCrescent, MN 55947, hereinafter referred to as LESSOR, and the STATE OF MINNESOTA, Department of Administration, hereinafter referred to as LESSEE, acting for the benefit of Department of Public Safety, Driver and Vehicle Services.

WHEREAS, the Commissioner of Administration is empowered by Minn. Stat. §16B.24, subd. 6, to lease non-state owned property;

NOW THEREFORE, LESSOR and LESSEE, in consideration of the rents, covenants and considerations hereinafter specified, do hereby agree each with the other as follows.

1. **LEASED PREMISES** LESSOR grants and LESSEE accepts a lease of the following described Leased Premises located in the City of La Crescent, County of Houston, Minnesota ZIP:55947

Approximately nine hundred (900) square feet in the La Crescent Community Building located at 336 South 1st Street to be used as a driver's exam station.

2. **USE** LESSEE shall use and occupy the Leased Premises only as driver exam station and for such related activities.

3. **LEASE TERM**

3.1 The term of this Lease is five (5) years, commencing October 1, 2021 and continuing through September 30, 2026, between the hours of 8:00 a.m. and 4:30 p.m. on the fourth Thursday of each month, holidays excepted. When not used on a holiday, an alternative day may be substituted, as required and if available.

3.2 LESSOR and LESSEE hereby agree that a change in the hours or day(s) of use may be made by mutual agreement in writing between the parties, so long as there is no increase in usage.

4. **RENT**

- 4.1 The consideration for this Lease Agreement shall be the mutual benefits to both parties of this Lease Agreement
- 4.2 LESSOR represents and warrants that it is solely entitled to all of the rents payable under the terms of this Lease and that LESSEE shall have the quiet enjoyment of the Leased Premises during the full term of this Lease and any extension or renewal thereof.

5. **OPTION TO RENEW**

- 5.1 LESSOR further grants and LESSEE accepts the right to one (1) option to renew this Lease for a period of two (2) years at the same terms, conditions and rental rate as this Lease.
- 5.2 To exercise the above noted option, LESSEE must indicate in writing its intent to exercise said option thirty (30) days prior to the expiration date of this Lease.

TERMINATION

- 5.3 In the event that the Minnesota State Legislature does not appropriate to the ____ funds necessary for the continuation of this Lease, or in the event that Federal Funds necessary for the continuation of this Lease are withheld for any reason, this Lease may be terminated by LESSEE upon giving thirty (30) days written notice.
- 5.4 Pursuant to Minn. Stat. §16B.24, subd. 6, this Lease is subject to cancellation upon thirty (30) days written notice by LESSEE for any reason except lease of other non-state-owned land or premises for the same use.
- 5.5 Notwithstanding Clauses 6.1 and 6.2 above, this Lease may be terminated by LESSEE or LESSOR for any reason at any time upon giving thirty (30) days prior written notice to LESSOR.

6. **DUTIES OF LESSOR**

- 7.1 LESSOR shall furnish and provide, at its expense, the following:
- a. Heat, lights, electricity, water;
 - b. Toilet facilities, janitorial services, trash removal;
 - c. Desk, tables, chairs and telephone service (local service)

- 7.2 Disability Access Guidelines LESSOR agrees to provide and maintain the Leased Premises and the building of which the Leased Premises are a part with accessibility and facilities for persons with disabilities meeting code requirements including, but not limited to: Title II and III of the American with Disabilities Act (ADA), all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivisions having jurisdiction and authority in connection with said property.
- 7.3 Management LESSOR agrees that in exercising its management responsibilities of the property which the Leased Premises are a part, including the maintenance, repair, alterations and construction relating thereto, it shall comply with all applicable laws, statutes, rules, ordinances and regulations, including but not limited to building code, disabilities access, zoning, air quality, pollution control, recyclable materials and prevailing wage requirements, as issued by any federal, state or local political subdivisions having jurisdiction and authority in connection with said property.

7. **DUTIES OF LESSEE**

- 7.1 LESSEE covenants that at the termination of this Lease by lapse of time or otherwise, it shall remove its personal property and vacate and surrender possession of the Leased Premises to LESSOR in as good condition as when LESSEE took possession, ordinary wear and damage by the elements excepted. Alterations or fixtures attached to the Leased Premises shall remain a part thereof and shall not be removed unless LESSOR elects to permit removal.
- 7.2 Smoking Pursuant to Minn. Stat. 16B.24, subd. 9, LESSOR and LESSEE shall not permit smoking in the Leased Premises.
- 7.3 Energy Conservation LESSEE agrees to observe reasonable precautions to prevent waste of heat, electricity, water, air conditioning, any other utility or any service, whether such is furnished by LESSOR or obtained and paid for by LESSEE.

8. **INSURANCE; LIABILITY**

- 8.1 Property Damage It shall be the duty of LESSOR and LESSEE to maintain insurance or self-insurance on their own property, both real and personal. Notwithstanding anything apparently to the contrary in this Lease, LESSOR and LESSEE hereby release one another and their respective partners, officers, employees and property manager from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for loss or damage, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible.
- 8.2 Liability LESSOR and LESSEE agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. LESSEE'S liability shall be governed

by the provisions of the Minnesota Tort Claims Act, Minn. Stat., §3.736, and other applicable law.

9. **DESTRUCTION** If the Leased Premises shall be destroyed or damaged by fire, tornado, flood, civil disorder or any cause whatsoever, so that the Leased Premises become untenable, the rent shall be abated from the time of such damage and LESSEE shall have the option of terminating this Lease immediately or allowing LESSOR such amount of time as LESSEE deems reasonable to restore the damaged Leased Premises to a tenantable condition.
10. **MAINTENANCE AND REPAIRS**
 - 10.1 It shall be the duty of LESSOR to maintain at its own expense, in working condition, all appurtenances within the scope of this Lease, including the maintenance of proper plumbing, wiring, heating (and, where applicable, cooling) devices and ductwork.
 - 10.2 LESSOR shall, at its own expense, make such necessary repairs so as to continue to provide all such service appurtenances as are required by this Lease, provided, however, that LESSOR shall not be responsible for repairs upon implements or articles which are the personal property of LESSEE, nor shall LESSOR bear the expense of repairs to the Leased Premises necessitated by damage caused by LESSEE beyond normal wear and tear.
11. **AUDIT** Pursuant to Minn. Stat., §16C.05, subd. 5, the books, records, documents and accounting procedures and practices of LESSOR relevant to this Lease shall be subject to examination by the State and/or Legislative Auditor, as appropriate, for a minimum of six (6) years.
12. **DEFAULT BY LESSOR** If LESSOR shall default in the performance of any of the terms or provisions of this Lease; LESSEE shall promptly so notify LESSOR in writing. If LESSOR shall fail to cure such default within thirty (30) days after receipt of such notice, or if the default is of such character as to require more than thirty (30) days to cure, and LESSOR shall fail to commence to do so within thirty (30) days after receipt of such notice and thereafter diligently proceed to cure such default, then in either event, LESSEE may cure such default and any reasonable and actual expenses paid by LESSEE shall be paid by LESSOR to LESSEE within ten (10) days after statement therefore is rendered. LESSEE shall have a specific right to set-off any such amounts against any rent payments or other amounts due under this Lease. In lieu of curing said default, LESSEE shall have the specific right to set-off against any rent payments or other amounts due under this Lease any damages incurred through the LESSOR'S breach. This provision in no way limits LESSEE'S other remedies for breach under common law or this Lease.
13. **GOVERNMENT DATA PRACTICES ACT COMPLIANCE**

- 13.1 LESSOR must comply with the Minnesota Government Data Practices Act, Minn. Stat., Chapter 13, as it applies to all data provided by LESSEE in accordance with this Lease and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by LESSOR in accordance with this Lease. The civil remedies of Minn. Stat. §13.08, apply to LESSOR and LESSEE.
- 13.2 Minn. Stat., Chapter 13, provides that all government data are public unless otherwise classified. If LESSOR receives a request to release the data referred to in this Clause, LESSOR must immediately notify LESSEE and consult with LESSEE as to how LESSOR should respond to the request. LESSOR'S response shall comply with applicable law, including that the response is timely and, if LESSOR denies access to the data, that LESSOR'S response references the statutory basis upon which LESSOR relied. LESSOR does not have a duty to provide public data to the public if the public data is available from LESSEE.

14. **NOTICES**

- 14.1 All notices or communications between LESSOR and LESSEE shall be in writing and deemed to have been given upon the occurrence of one of the following methods of delivery to the address noted in Clause 14.2 below.
- a. when personally delivered to the addressee, or
 - b. on the second business day after sender has deposited the registered or certified mailing with the US Postal Service, or
 - c. one (1) business day after deposited with an overnight courier service.

14.2 Mailing Addresses:

LESSOR:

City of LaCrescent
315 Main Street
LaCrescent, MN 55947

LESSEE:

Accounts Payable
Department of Public Safety
445 Minnesota St # 126
St Paul MN 55101-5126

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IN WITNESS WHEREOF, the parties have set their hands on the date(s) indicated below intending to be bound thereby.

LESSOR: CITY OF LA CRESCENT
Lessor certifies that the appropriate person(s) have executed the Lease on behalf of Lessor as required by applicable articles, bylaws, resolutions, or ordinances.

By _____

Title _____

Date _____

By _____

Title _____

Date _____

LESSEE:
STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
COMMISSIONER
Delegated to

By _____

Title _____

Date _____

APPROVED:
STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

By _____

Title _____

Date _____

3.10



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 9, 2021
RE: Transit Operating Agreement

Attached for review and consideration by the City Council is the 2022 transit operating agreement with the La Crosse MTU for the operation of the local Apple Express bus service. In order to continue to provide the bus service, we would suggest that the City Council approve the 2022 operating agreement, and authorize the required signatures.

2022 OPERATIONS AGREEMENT BETWEEN THE CITY OF LA CROSSE
AND THE CITY OF LA CRESCENT, MINNESOTA
PERTAINING TO PUBLIC TRANSPORTATION BY BUS

THIS AGREEMENT is made by and between the City of La Crosse acting through the La Crosse Municipal Transit Utility, hereinafter referred to as "MTU", and the City of La Crescent, Minnesota, hereinafter referred to as "LA CRESCENT."

WITNESSETH

WHEREAS, La Crosse currently owns and operates a transit system.

WHEREAS, the purpose of this agreement is to set forth the terms and conditions under which transit service is provided by the City of La Crosse, through the MTU, to the City of La Crescent, Minnesota.

NOW, THEREFORE, the parties hereto agree as follows:

1. The MTU shall provide route deviation bus service in conformance with this agreement to the City of La Crescent. Routes, schedules, fare structure, and other policy issues will be as determined by the City of La Crosse and the MTU with input from the City of La Crescent.
2. The MTU shall be responsible to complete, with advice and assistance of La Crescent, any forms for federal assistance, assistance from the State of Minnesota, reports required by federal or state agencies, and all grant applications related to furnishing of bus service in the City of La Crescent.
3. La Crosse and La Crescent agree that each participating community will pay its portion of the local share of the operating costs of providing bus service. The number of hours of service and the local share cost shall be calculated on an annual basis as provided on attached Exhibit "A" which is incorporated herein by reference.
4. Any dollar amount over or under budget shall be distributed annually to each respective municipality based upon the cost per hour formula at the time the year end audit has been completed. If additional capital funding is made available after the budget has been approved and cost allocation has been determined, the funding must be approved by the MTU. The funding must then be approved by the governing bodies of La Crosse and La Crescent, respectively, before the capital grant application may proceed.
5. The services to be rendered hereunder shall commence on January 1, 2022 and terminate December 31, 2022, unless the parties hereto agree on or before September 1, 2022, to provide service beyond such date.
6. Payment of local share shall be made by La Crescent to the MTU on a quarterly basis. Such quarterly payments will be made on the 31st day of

March, the 30th day of June, the 30th day of September, and the 31st day of December.

7. Interest of members of/or Delegates to Congress: No members of/or delegates to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit therefrom.
8. Equal Employment Opportunity: In connection with the execution of this contract, the MTU shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or nation of origin. The MTU shall take affirmative action to insure that applicants are employed and that employees are treated during their employment, without regard to their race, color, sex, or nation of origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or advertising; layoff, or termination; rates of pay, or other forms of compensation; and the selection for training.
9. Audit and Inspection of Records: MTU and La Crescent shall permit the authorized representatives of the City, the U.S. Department of Transportation; and the Comptroller General of the United States to inspect and audit all data and records of the MTU relating to this contract until the expiration of three (3) years after the final payment under this contract.
10. Disadvantaged Business Enterprise: In connection with the performance of this contract, the City of La Crescent will cooperate with the City of La Crosse in meeting its commitments and goals with regard to maximum utilization of disadvantaged business enterprises and will use its best efforts to insure that disadvantaged business enterprises shall have maximum practicable opportunity to compete for sub-contract work under the contract.
11. To the extent applicable and in accordance with the attached July 11, 2019 communication from the U.S. Department of Labor, the parties hereto agree as a condition of the contract and a condition to the release of assistance with the terms and conditions contained in said certification letter and any corresponding protective arrangements. Said terms and conditions are incorporated as part of this agreement to the extent applicable.

IN WITNESS WHEREOF, this agreement has been duly executed this _____ day of _____, 2021.

WITNESS:

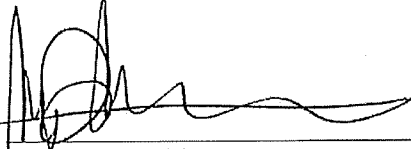
CITY OF LA CRESCENT BY:

Mikel Poellinger, Mayor

Bill Waller, City Administrator

WITNESSES:

CITY OF LA CROSSE
MUNICIPAL TRANSIT UTILITY



Mitch Reynolds, Mayor

Nikki Elsen, City Clerk

Attachments

Exhibit A

EXHIBIT A

2022 MTU SERVICE TO LA CRESCENT, MINNESOTA

THIRTEEN TRIPS (HOURS) DAILY, MONDAY - FRIDAY EIGHT TRIPS (HOURS) DAILY, SATURDAY

CALCULATION OF COST PER HOUR - La Crosse Municipal Transit Utility

MTU OPERATING COST	<i>MTU Budget - Specialized Transportation Cost</i>	\$6,013,194
CAPITAL COST	<i>Estimate of Local Share of Capital Cost</i>	\$249,736
TOTAL COST		\$6,262,930
TOTAL ROUTE HOURS		63,895
SERVICE COST PER HOUR		\$98.02

Prepared by: La Crosse MTU: 19-Aug-21


	Budget
TOTAL ANNUAL LA CRESCENT HOURS	3,916
TOTAL ANNUAL LA CRESCENT COST	\$383,846
REVENUE	\$64,204
<i>Estimated System Average</i>	
FEDERAL SHARE	\$115,908
MINNESOTA STATE SHARE	\$108,421
GREATER MINNESOTA TRANSIT FUND	\$0
Local capital bus purchase reebusment (20% \$157,000 over 7 years =	\$4,486
LA CRESCENT LOCAL SHARE	\$90,827 *

**This amount was calculated using the estimated MTU Budget on 8/19/2021.*

Due to the impact of COVID-19 on our partnering Communities the City of La Crosse MTU would like to propose freezing the cost for this contracted service at the 2020 rates for 2021 to help ease the burden to your Community.	\$64,393
--	-----------------

#3.11



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: September 9, 2021
RE: Bus Lease

Attached for review and consideration by the City Council is the 2022 motor vehicle lease with the La Crosse MTU. The City of La Crescent owns the bus that is used in the operation of the local Apple Express bus service, and leases the bus to the La Crosse MTU. In order to continue to provide the bus service, we would suggest that the City Council approve the 2022 motor vehicle lease and authorize the required signatures.

21-1235

**CITY OF LA CRESCENT
2022 MOTOR VEHICLE LEASE**

WHEREAS, the City of La Crescent, "Lessor" owns a bus designed for public transportation,

WHEREAS, the La Crosse Municipal Transit Utility, "Lessee" wishes to lease said bus in order to provide service under the contract known as Agreement between the City of La Crosse Municipal Transit Utility and the City of La Crescent, Minnesota pertaining to public transportation by bus.

NOW, THEREFORE, it is agreed by and between Lessor and Lessee, as follows:

The Lessor shall and does hereby lease the following vehicle to the Lessee for a period commencing from January 1, 2022 through December 31, 2022:

<u>Year:</u>	<u>Make:</u>	<u>Model:</u>	<u>VIN Number:</u>
2015	Arboc	Spirit of Mobility	1GB6G5BL2F1131397

per the following terms and conditions:

1. Lessee shall lease said vehicle and operate the same in accordance with applicable state and local laws and pursuant to the operating requirements set forth above.
2. Title to the vehicle shall be in the name of the City of La Crescent.
3. The vehicle shall primarily be used by the Lessee for the purpose of providing transportation under the Agreement referred to above.
4. The Lessee shall immediately notify the Lessor if the vehicle is no longer used for the purpose described herein. The Lessee shall also keep satisfactory records with regard to use of the equipment and submit to the Lessee upon request such information as may be required by the Lessor to assure compliance.
5.
 - a. The Lessor will be responsible for all major mechanical repairs beyond the scope of the warranty unless such repairs are caused by the acts or omissions of Lessee. Repairs and vehicle delivery shall be at the La Crosse Municipal Service Center located at 2000 Marco Drive, La Crosse.
 - b. The Lessee shall perform preventative maintenance on the vehicle at a level no less than the manufacturer's recommended specifications. The vehicle shall be maintained in good operating order.

6. The Lessee shall make the vehicle available to the Minnesota Department of Transportation and the Lessor upon demand for the purpose of annual verification or other inspections deemed necessary by the Department or Lessor.
7. A Certificate of Insurance shall be filed by Lessee with the City of La Crescent, prior to any operation of said vehicle:
 - a. The vehicle shall be insured by Lessee for damage or loss from fire, theft, collision, and shall contain a comprehensive damage provision. For purposes of this section it is agreed that the current value of the vehicle is \$170,000.
 - b. The vehicle shall be insured by Lessee for liability for personal injury and property damage for the Minnesota statutory (ss466.04) requirements of \$500,000 per claim and \$1,500,000 per occurrence in 2021.
 - c. The leased vehicle shall be recorded as an insured vehicle on the Lessee's Liability Policy and shall contain a provision providing for loss to be payable to the Lessor as its interest may appear.
 - d. Lessee shall hold Lessor harmless from any and all loss, costs, or damage that may arise out of or in connection with the use and operation of the aforesaid vehicle by Lessee, its agents or employees, or any other persons operating said vehicle.
8. Lessor reserves the right to require the Lessee to restore the vehicle or pay for damage to the vehicle as a result of abuse or misuse. All reasonable efforts shall be taken by the Lessee to insure against theft and vandalism. Lessee agrees to return all leased equipment in the condition in which it was received, except for reasonable wear and tear.
9. Lessee shall pay Lessor, as lease payment for said vehicle, the sum of One Dollar (\$1.00).
10. In the event that the lease shall be in default of any of the terms or conditions herein agreed to be kept and performed by Lessee, the Lessor may terminate this lease upon five days notice, and possession of aforesaid vehicle shall immediately be returned to Lessor.
11. Any revisions to this contract must be agreed to by both parties, as evidenced by an addendum signed by the authorized representative of each party. This contract, or any part thereof, may be renegotiated in circumstances where changes are required by Federal law or regulations, State law or regulations,

court orders or actions or when both parties agree that a new contract would better meet their particular needs than the existing terms and conditions of this contract. This contract, or any part thereof, shall not be construed to supersede the lawful power or duties of either party.

12. The expense incurred with connection to the lease of this vehicle, except as otherwise provided, including but not limited to, insurance, oil, minor maintenance, etc., shall be the sole responsibility of the Lessee.
13. Lessor shall be responsible for acquiring all necessary vehicle licenses and registration. Lessee shall insure that no one drives the vehicle unless duly licensed under the laws of the State of Wisconsin. Lessee shall inspect the licenses of the person who is to operate the vehicle to insure that said person is properly licensed.
14. The Lessee may not make any vehicle or equipment modifications without the written consent of the Lessor. Equipment shall be attached or deleted as not to cause vehicle damage.
15. Only approved exterior or interior identification may be applied to the leased vehicle.
16. In the event that the leased vehicle is inoperable, Lessee is responsible for providing the service that would have been provided with the leased vehicle.
17. Lessee agrees to comply with all laws, ordinances, rules and regulations which may pertain or apply to the use and operation of aforesaid vehicle.

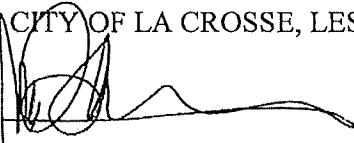
Dated this ____ day of _____, 2021.

CITY OF LA CRESCENT, LESSOR

Mikel Poellinger, Mayor

Bill Waller, City Administrator

CITY OF LA CROSSE, LESSEE



Mitch Reynolds, Mayor

Adam Lorentz, Transit Manager

3.12



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: September 9, 2021
RE: Playground Dedication

For City Council information, at 5:30 pm, on Tuesday, September 28, 2021, the new playground equipment at Veteran's Park will be formally dedicated. The following groups/organizations will be recognized for their efforts and contributions to the project:

- La Crescent Lions Club
- La Crescent Rotary Club
- Prince of Peace Youth Group
- MiEnergy
- Mayo Health System
- City of La Crescent Maintenance Department

3.13



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: September 9, 2021
RE: Applefest Apple

At the request of Mayor Poellinger this item was added to the agenda.



#5.1

African American Mutual

718 Vilas Street • Onalaska, Wisconsin 54650



Assistance Network, Inc.

608-519-2367 • cecil@aaman.co

CEO and Founder

Cecil Adams, Jr.
Onalaska, WI

COO and Co-Founder

Valjean J. Adams
Onalaska, WI

Board Members

Board President

Valjean J. Adams
Onalaska, WI

Board Vice President

Louise Donohue
La Crosse, WI

Secretary/Treasurer

Valjean J. Adams
Onalaska, WI

President of Community

Development-MN

Robert A. Armstead

Motivational Speaker-CA

Michael Brako

President Vehicle Donations

Program-MI

Delano Sasser

Programs Manager-MI

Tiffany Adams
Ypsilanti, MI

Principal Agent-MN

Jonathan E. Locust, Jr., Ph.D.
Onalaska, WI

Principal Agent-CA

Cosalet Adams
Long Beach, CA

Principal Agent-MI

Juvirn S. Adams
Ypsilanti, MI

Principal Agent-NV

Elverta Boone
Henderson, NV

AAMAN's

IRS Federal Tax

Exempt No.
87-0722089
501 (c) 3

Wisconsin Tax

Exempt No.
008-1027881492-02

Minnesota Corporate

Charter No.
1765591-2

Minnesota Tax

Exempt No.
6402977

Michigan Charitable
Solicitation License No.
MICS 44436

September 3, 2021

Mike Poellinger, Mayor

City of La Crescent
315 Main St,
La Crescent, MN 55947

Dear Mayor Poellinger:

I am the CEO and Founder of the nonprofit, the African American Mutual Assistance Network, Inc- (AAMAN). What the ywca and AAMAN share, is eliminating racism. In short Alejandra, AAMAN is requesting your support and speaking at our 2022 Juneteenth Countywide Celebration. The celebration is being held at the OMNI Center in Onalaska, Wisconsin from 11:00 am - 4:00 pm. We are still in the planning stages, but you can visit <https://www.aaman.online/juneteenthremembrance> for updates.

Our theme is "Racial Justice the History of Racism." The celebration will include, the Black History 101 Mobile Museum founded by Dr. Khalid el-Hakim. The Black History 101 Mobile Museum is an award-winning collection of over 10,000 original artifacts of Black memorabilia dating from the trans-Atlantic slave trade era to hip-hop culture. Also presenting at the celebration is the History Center of Olmsted County from Rochester, Minnesota.

As the CEO of the ywca it would be an honor to have your presents and will encourage all the nearby and local independent ywca's to attend the celebration and add to their mission of eliminating racism. I can be reached by phone at 608-738-6054. Please visit AAMAN's website at <https://www.aaman.online>.

In recognition of the History Center of Olmsted County's Historical Green Book Exhibit, I am pleased to invite you to join our 2022 Countywide Juneteenth Celebration at the OMNI Center in Onalaska, Wisconsin. The African American Mutual Assistance Network seeks to educate students and the community about African American freedom that emphasizes their empowerment, achievements, and their historic past by accurately recreating scenes and with presentations.

As the CEO and Founder of the African American Mutual Assistance Network, Inc.-(AAMAN) and the former Director of the Office of Cultural Diversity with Winona State University, AAMAN laid the foundation for the first combined La Crosse, WI and Winona, MN Martian Luther King Junior Celebrations, and the area's first White Privilege Workshops. AAMAN was one of the first stakeholders to assist with the establishment of The Greater La Crosse Area Diversity Council, the La Crosse Area Family Collaborative, and the first Juneteenth Citywide Celebrations.

Dan, the timing is right, the planning has begun, there is no cost to you, your input is valuable, your participation is requested, and your knowledge is cherished! Let me know your thoughts.

Please visit AAMAN's website at <https://aaman.online> and view the [History of Juneteenth](#) and view our [2022 Countywide Juneteenth Celebration webpage](#) that is still in the works. We would be honored to meet with and/or have a phone conversation at your convenience. My cell number is 608-738-6054.

Thank you for your time and consideration to our invitation.

Best Regards!

Cecil Adams, Jr., B.Sc.

#6.1



**La Crosse County Convention & Visitors Bureau
Virtual Board Meeting
Tuesday, August 17th 2021
8:00 a.m.**

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

AGENDA

1. **Call to Order**
2. **Board Minutes**
 - a. July 2021
3. **Financial Committee**
 - a. Minutes – August 2021
 - b. Statements – July 2021
4. **Executive Director's Report**
5. **Committees**
 - a. Membership
 - b. Grants
 - c. Convention/Sales
 - d. Marketing/Media
6. **Old Business**
 - a. No Wake Zone Update
 - b. Employment Shortage
 - c. ARP Update
7. **New Business**
 - a. Regional June Hotel Occupancy
 - b. Director of Tourism Services
 - c. City Brewery Six Pack
 - d. Wisconsin Department of Tourism Grants and M&C Budget
 - e. Subsidies Report
 - f. Fall Tourism Sponsorships
8. **Event Center Updates**
9. **Community Updates**
10. **Adjournment**
11. **Next LCCVB Board Meeting is scheduled for September 21st 2021 starting at 8:00 am**

explore LA CROSSE

1

LA CROSSE COUNTY CONVENTION & VISITORS BUREAU

BOARD MEETING

July 27, 2021– 8:00 a.m.

Board Members:

Present: Chris Roderique, Valerie Erickson, Larry Jensen, Dan Wick, Dave Ring, Patrick Barlow, Jen Burch, Pat Stephens, Scott Neumeister, Billy Bergeron, Cherryl Jostad, Ashley Santolin, Jay Patel, Cassandra Hanan, Monica Berra, Dan Stevens, Ryan Johnson, Troy Sargent, Michel Gabbud, Stephen Cohen, Art Fahey, Terry Bauer

Excused: Pamela Maas, Pete Boese, Nathan Franklin

Absent: Neal Zygarlicke

Others present:

Executive Director: A.J. Frels

Director of Finance & Human Resources: Michelle Hoch

PROCEEDINGS:

Dan Wick brought the meeting to order at 8:01 a.m.

MOTION: To approve the June 2021 Board minutes. (P. Stephens, C. Hanan) Carried.

FINANCE COMMITTEE:

MOTION: To approve the July 2021 minutes & the June 2021 financials. (P. Barlow, S. Neumeister) Carried.

MOTION: To approve the 2022 Operating Budget as presented. (D. Ring, P. Stephens) Carried.

EXECUTIVE DIRECTOR REPORT:

- Lunker League is going well, and the marketing department has been providing appropriate certificates and awards to anglers that submit qualifying fish.
- Haleigh and Deb will be featured in the August/September Issue of the Coulee Region Women Magazine. Michelle, Janet, Deb and Haleigh participated in the photo shoot for the magazine.
- Explore La Crosse picked up the volunteer meals for the WIAA State Track and Field this year. There was a push to get the event locked in for 2021, and us picking up the tab for the meals was the final item to get the contract signed.
- Ft McCoy stopped in to present Deb, and Explore La Crosse with an annual award in appreciation of our support of Ft. McCoy Family and Morale, Welfare & Recreation.
- AJ met with County Board Chair, Monica Kruse. They met one on one, and discussed the importance of tourism for the region.
- Between the Bluffs "Froth Bite" is set for December 11th, and will be held at the La Crosse Center.
- We are adjusting our office hours slightly as the traffic is a bit slower at the new location. We will be open from 10am-2pm on Saturday and Sunday, and our hours will remain 8am-5pm Monday thru Friday.
- We welcome Monica Berra to the LCCVB. Monica is the new General Manager for the La Crescent Best Western Plus.
- We are in the process of scheduling a date for the La Crosse Center video shoot in conjunction with the Wisconsin Department of Tourism.
- We continue to work with Luke Parmeter on the production of eight new promotional videos.
- Haleigh is currently on maternity leave, and in her absence, our interns Lauren and Julia have been filling in extra and are a huge help.
- The 2022 visitors guide sales have started. Julia is establishing a meeting schedule with our designer, Cody, to begin the graphic design process.

COMMITTEE REPORTS:

Membership Committee-The reports were distributed. L. Jensen reported that membership revenue for June came in at \$7,434.00. There were 28 membership renewals, and 7 new members for the month.

Grants-R. Johnson reported that the total of \$25,000 available has been awarded. The next Grant meeting will be held in November.

Convention/Sales Committee-There was no meeting held to report on at this time.

Marketing/Media-There was no meeting held to report on at this time.

OLD BUSINESS:

- The 2021-2022 Board Strategic Planning Session will be held on October 28th, at the Holiday Inn Express-Onalaska.

-The Great River Road dedication as the All American Road will be held in Riverside Park on July 29th at 11:00am.

-Bringing the Trolley back for the 2021 season has proven to be successful. The first ride of the season on July 10th was sold out.

-The American Rescue Plan funds are being disbursed through La Crosse County. Steve O'Malley joined the Key 5 at the July meeting to discuss the funds, and how they could be distributed.

NEW BUSINESS:

- 2021 Hotel Occupancy update shows an average of 53% for those properties participating for the month of June.

-Employment Shortage/Hospitality Round Table Discussion is being arranged by the Chamber/Synergy Group to address the workforce shortage, and what can be done to help.

-No Wake Zone meeting is being held at 5:30pm on July 27th in La Crescent to address concerns brought forth by the residents of Shore Acres in regards to fishing tournaments.

Event Centers Update:

-La Crescent Event Center: N/A

-Omni Center: Ice events have been busy this last month. There have been a few weddings held at the center, and will have a H.S. Volleyball tournament held on August 18th.

-La Crosse: The December 1st opening of the La Crosse Center is on schedule. Second Street will be closed through August in order to put in the utilities. A new digital sign will be coming, and the Pearl Street walk way is planned for 2022.

Community Updates:

-The La Crescent Chamber Executive Director position is available. Applefest will be held September 16-19, 2021.

-Onalaska's Community Days were a success. The Market in the Park will be held at the Omni Center this weekend, and the Great River Sound concert this Friday evening.

-Holmen will hold their Kornfest August 20-23, 2021, with an appearance by the US Army Golden Knights. Three new parks are being planned for the Village.

-West Salem had the La Crosse county fair in July. Fundraising is going well for the dog park planned for Veterans Memorial Park.

-La Crosse held the annual Riverfest celebration, and was a success. Oktoberfest will be back in the Fall, and at this time at full capacity.

-Downtown Mainstreet has several events coming up including the CMN Loggers Luncheon on July 30th, a Classic Carshow in Riverside Park on August 14th.

Next in-person meeting scheduled for August 17, 2021, at 8:00am.

MOTION: Moved to Adjourn 9:01am. (D. Ring, P. Stephens) Carried.

Respectfully submitted, Michelle Hoch

#6.2



CGMC Member City Population Change

Name	2020 population	2010 population	Change
ALBANY	2,780	2,561	219
ALBERT LEA	18,492	18,016	476
ALEXANDRIA	14,335	11,070	3,265
AURORA	1,678	1,682	-4
AUSTIN	26,174	24,718	1,456
BABBITT	1,397	1,475	-78
BAGLEY	1,285	1,392	-107
BARNESVILLE	2,759	2,563	196
BEMIDJI	14,574	13,431	1,143
BENSON	3,480	3,240	240
BIWABIK	961	969	-8
BLOOMING PRAIRIE	1,974	1,996	-22
BRAINERD	14,395	13,590	805
BRECKENRIDGE	3,430	3,386	44
CALEDONIA	2,847	2,868	-21
COKATO	2,799	2,694	105
CROOKSTON	7,482	7,891	-409
DASSEL	1,472	1,469	3
DETROIT LAKES	9,869	8,569	1,300
DODGE CENTER	2,844	2,670	174
EAGLE LAKE	3,278	2,422	856
EAST GRAND FORKS	9,176	8,601	575
ELBOW LAKE	1,276	1,176	100
ELY	3,268	3,460	-192
EVELETH	3,493	3,718	-225
FAIRMONT	10,487	10,666	-179
FERGUS FALLS	14,119	13,138	981
FOLEY	2,711	2,603	108
GILBERT	1,687	1,799	-112
GLENCOE	5,744	5,631	113
GLENWOOD	2,657	2,564	93
GOODVIEW	4,158	4,036	122
GRAND MARAIS	1,337	1,351	-14
GRAND RAPIDS	11,126	10,869	257
GRANITE FALLS	2,737	2,897	-160
HERMANTOWN	10,221	9,414	807
HINCKLEY	1,904	1,800	104
HOYT LAKES	2,020	2,017	3
HUTCHINSON	14,599	14,178	421
JACKSON	3,323	3,299	24
JANESVILLE	2,421	2,256	165
KEEWATIN	984	1,068	-84
LA CRESCENT	5,276	4,830	446
LAKEFIELD	1,735	1,694	41
LE SUEUR	4,213	4,058	155

Name	2020 population	2010 population	Change
LITCHFIELD	6,624	6,726	-102
LITTLE FALLS	9,140	8,343	797
LONG PRAIRIE	3,661	3,458	203
LUVERNE	4,946	4,745	201
MAHNOMEN	1,240	1,214	26
MANKATO	44,488	39,309	5,179
MARSHALL	13,628	13,680	-52
MELROSE	3,602	3,598	4
MOORHEAD	44,505	38,065	6,440
MORA	3,665	3,571	94
MORRIS	5,105	5,286	-181
MOUNTAIN IRON	2,878	2,869	9
MOUNTAIN LAKE	1,999	2,104	-105
NASHWAUK	970	983	-13
NEW ULM	14,120	13,522	598
NICOLLET	1,143	1,093	50
NORTH MANKATO	14,275	13,394	881
OLIVIA	2,343	2,484	-141
ORTONVILLE	2,021	1,916	105
OSAKIS	1,771	1,740	31
OWATONNA	26,420	25,599	821
PARK RAPIDS	4,142	3,709	433
PELICAN RAPIDS	2,577	2,464	113
PERHAM	3,512	2,985	527
PIPESTONE	4,215	4,317	-102
PLAINVIEW	3,483	3,340	143
PRINCETON	4,819	4,698	121
PROCTOR	3,120	3,057	63
RED LAKE FALLS	1,339	1,427	-88
RED WING	16,547	16,459	88
REDWOOD FALLS	5,102	5,254	-152
RENVILLE	1,301	1,287	14
RICE LAKE	4,112	4,095	17
ROSEAU	2,744	2,633	111
RUSHFORD	1,860	1,731	129
SAINT CHARLES	3,990	3,735	255
SAINT JAMES	4,793	4,605	188
SAINT JOSEPH	7,029	6,534	495
SAINT PETER	12,066	11,196	870
SANDSTONE	2,462	2,849	-387
SARTELL	19,351	15,876	3,475
SLAYTON	2,013	2,153	-140
SLEEPY EYE	3,452	3,599	-147
SPRING VALLEY	2,447	2,479	-32
SPRINGFIELD	2,027	2,152	-125
STAPLES	2,989	2,981	8

Name	2020 population	2010 population	Change
THIEF RIVER FALLS	8,749	8,573	176
TWO HARBORS	3,633	3,745	-112
TYLER	1,138	1,143	-5
VIRGINIA	8,421	8,712	-291
WABASHA	2,559	2,521	38
WADENA	4,325	4,088	237
WAITE PARK	8,341	6,715	1,626
WARREN	1,605	1,563	42
WARROAD	1,830	1,781	49
WASECA	9,229	9,410	-181
WATERVILLE	1,750	1,868	-118
WELLS	2,410	2,343	67
WHEATON	1,460	1,424	36
WILLMAR	21,015	19,610	1,405
WINDOM	4,798	4,646	152
WINNEBAGO	1,391	1,437	-46
WINONA	25,948	27,592	-1,644
WORTHINGTON	13,947	12,764	1,183

6.3

WAGON WHEEL TRAIL – PHASE 3
SP 236-090-003
MINNESOTA PROJECT NO. TA 2821 (143)
LA CRESCENT, MN
2021

ADVERTISEMENT FOR BIDS

Public notice is hereby given that sealed proposals will be received by the City of La Crescent, MN online, Until 10:00 AM on September 20, 2021 for furnishing materials and labor for construction of Wagon Wheel Trail - Phase 3 as described in plans and specifications thereof now on file in the office of the City Administrator. Proposals will be opened at 2:00 PM. Proposals will be acted upon by the City Council at a meeting to be held in the City Hall, beginning at 5:30 PM on September 27, 2021 or at such later time and place as may then be fixed.

The extent of the work involved is furnishing all labor and materials for construction of the Wagon Wheel Trail – Phase 3 together with related subsidiary and incidental work including:

The project consists of: Bridge 28024 Construction, Roadway Reconstruction, and Bituminous Paving

The method of construction shall be by Contract and all work is to be done in strict compliance with plans and specifications prepared by WHKS & Co., 2905 South Broadway, Rochester, Minnesota 55904 which have heretofore been approved by the City Council and are now on file for public examination in the office of the City Administrator.

The contract documents are available at www.questcdn.com. This contract is QuestCDN project number eBidDoc 7861681. A Contractor may view the contract documents at no cost prior to deciding to become a Planholder. To be considered a Planholder for bids, a Contractor must register with QuestCDN.com and purchase the contract documents in digital form at a cost of \$20.00. Registering as a Planholder is recommended for all prime Contractors and subcontractors as Planholders will receive automatic notice of addenda and other contract document updates via QuestCDN. Contact QuestCDN Customer Support at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading digital project information and vBid online bid submittal questions. For this project, bids will ONLY be received and accepted via the online electronic bid service through QuestCDN.com. To access the electronic bid form, download the project documents and click on the online bid button at the top of the bid advertisement page. Prospective bidders must be on the Planholder list through QuestCDN for bids to be accepted.

Each bid must be accompanied by an electronic copy of a certified check, cashier's check or bid bond payable to the City of La Crescent, Minnesota in the amount of at least 5% of the total bid as a guarantee that the bidder will furnish the required bonds and enter into a contract within ten (10) working days, excluding Saturday, Sunday and holidays, after the award of the contract. This electronic copy will be facilitated through the Quest CDN electronic bid service. The apparent low bidder will be required to submit a hard copy of the certified check, cashier's check or bid bond within three (3) days of the bid opening.

Bidders shall not be permitted to withdraw their bids for a period of thirty (30) days after the same are opened.

Payment for said Wagon Wheel Trail – Phase 3 will be made in cash from cash on hand, from governmental grants, or from such other funds as may be legally used for such purposes. Monthly estimates will be made by the Engineer and payment will be made to the Contractor in the amount of ninety-five (95%) of said estimate. Final payment of money due will be made in cash no later than sixty (60) days after substantial completion. For construction, reconstruction, or improvement of streets and highway, including bridges, "substantial completion" shall be defined as the date when construction-related traffic devices and ongoing inspections are no longer required.

The Owner reserves the right to withhold up to two hundred and fifty percent (250%) of the cost to correct deficient work or complete work known at the time of substantial completion. Payment of money due will be made in cash no later than sixty (60) days after completion of the work.

The Owner reserves the right to withhold one percent (1%) of the total contract amount or five hundred dollars (\$500), whichever is greater, pending completion and submission of all final paperwork by the contractor or subcontractors. "Final paperwork" shall be defined as any documents required to fulfill contractual obligations, including, but not limited to, operation manuals, payroll documents for projects subject to prevailing wage requirements, material certifications and warranties, DBE final clearance, NPDES Permit Termination, withholding exemption certificate, etc. Payment of money due will be made in cash no later than sixty (60) days after submission of all final paperwork.

The Contractor shall commence work after the Notice to Proceed is issued and shall complete all items on or before August 26, 2022.

The successful bidder will be required to furnish a Performance and Maintenance Bond and a Payment Bond, both in an amount equal to one hundred (100) percent of the Contract price. Said bonds are to be issued by a responsible surety, approved by the City Council, and which shall guarantee the faithful performance of the Contract and the terms and conditions therein contained, and shall guarantee the prompt payment of all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor. Said bond shall also guarantee the maintenance of the improvements constructed for a period of 2 years from and after its completion and acceptance by the City.

Plans and specifications governing the construction of the proposed improvements have been prepared by WHKS & Co., Engineers, Planners, and Surveyors, Rochester, Minnesota, which plans and specifications and prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications are now on file in the office of the City Administrator, City Hall, La Crescent, MN, for examination by bidders. Bid forms, plans and specifications are available to download for a \$20 charge at www.questcdn.com. All bidders will be charged \$30 to submit a bid.

The City Council reserves the right to reject any and all bids and to waive technicalities and irregularities.

Published upon order of the City Council of the La Crescent, Minnesota.

Bill Waller
City Administrator
City of La Crescent, Minnesota

#6.4

TO: Honorable Mayor and City Council Members
Park and Recreation Commission Members
FROM: Bill Waller, City Administrator
DATE: September 8, 2021
RE: Meeting Minutes
August 24, 2021

The La Crescent Park and Recreation Commission met at 5:30 p.m., on Tuesday, August 24, 2021, in the City Council Chambers at the La Crescent City Hall. The following members were present: Jon Steffes, Paul McLellan, Sarah Wetterlin, Diana Adamski, Randy Dobbs, Eileen Krenz and Linda Gasper. Also in attendance were Teresa O'Donnell-Ebner, Chris Fortsch and Bill Waller.

1. Brief introductions were held.
2. It was the consensus of the Commission to approve the minutes of the July 20, 2021 Park and Recreation Commission meeting as presented.
3. The Commission reviewed and discussed the draft of a memorandum of understanding between the Outdoor Recreation Alliance (ORA) and the City of La Crescent. Jed Olson, the Executive Director of ORA, was in attendance at the meeting and reviewed the draft agreement. Discussion followed, and input and comments were received from those in attendance at the meeting. This item was informational, and no action was taken.
4. John and Kathy Klug were in attendance at the meeting on behalf of the local pickleball ambassadors. The Klug's provided an overview on pickleball and the growing popularity of the sport across the country. This item was informational, and no action was taken.
5. The Commission assembled a preliminary list of items/projects/improvements to be considered as part of the update to the City's Comprehensive Park & Recreation Plan. The preliminary list included the following items:
 - Pickleball courts
 - Outdoor skating rink(s)
 - Shelter at Veterans Park
 - Shelter at Wieser Park
 - Replacement of playground equipment at Wieser Park
 - Location for a dog park
 - Splashpad
 - Lights on the sand volleyball courts at Old Hickory Park
 - Root River Bike Trail extension
 - Wagon Wheel Project – phases 1, 3, and 4
 - Drift bike share

- Frisbee/disc golf
 - Fishing at the equalization culvert
 - Input from kids/students
 - Observation deck for bird watching at Blue Lake near the City maintenance facility
 - Trail maintenance
 - Trail mapping/markers
 - Signage/benches
 - Band shell
 - Apple Blossom Overlook Park partnership
 - Update City website to include park features at each City park
 - Add City trails to trails app
 - Community orchard
6. The Commission reviewed upcoming meeting dates and the first steps in the process to update the City's Comprehensive Park & Recreation Plan.
 7. The Commission reviewed a draft of a letter to the organizers of the effort to install lights at the sand volleyball courts at Old Hickory Park advising the organizers that the project has not been approved by the City, and that there is no guarantee that the lights will be installed at the park even if the organizers are successful with their fund-raising activities. It was the consensus of the Commission to forward the letter as presented.
 8. It was agreed that the next meeting of the Park & Recreation Commission would be Monday, September 20, 2021, at 5:30 pm., at City Hall.
 9. There being nothing further to discuss the meeting was adjourned at approximately 7:04 pm.