

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
DECEMBER 18, 2023
5:00 P.M.

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

1. CONSENT AGENDA

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

- 1.1 MINUTES – DECEMBER 11, 2023
- 1.2 BILLS PAYABLE THROUGH DECEMBER 15, 2023
- 1.3
- 1.4

2. PUBLIC HEARING/MEETING

- 5:00 – ANNEXATION – 1755 COUNTY ROAD #6
- 5:30 – ANNUAL STORMWATER MEETING
- 6:00 – 2024 GENERAL FUND BUDGET/LEVY

3. ITEMS FOR CONSIDERATION

- 3.1 MIKE TEMP – 2022 AUDIT REVIEW
- 3.2 PROFESSIONAL SERVICE AGREEMENTS - 2024
- 3.3 LIONS CLUB CANDLELIGHT HIKE REQUEST
- 3.4 PERSONNEL COMMITTEE RECOMMENDATION
- 3.5 LICENSE RENEWALS - 2024
- 3.6 GAMBLING PERMIT APPLICATION
- 3.7 AUTHORIZE FINAL PROJECT PAYMENTS
- 3.8
- 3.9
- 3.10

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4. UNFINISHED BUSINESS

4.1

5. MAYOR'S COMMENTS

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE
UPDATES**

6.1 PARK & RECREATION MINUTES – DECEMBER 4, 2023

6.2

6.3

6.4

7. CORRESPONDENCE

7.1

7.2

7.3

8. HOUSTON COUNTY

8.1

9. CHAMBER OF COMMERCE

9.1

10 ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

#11

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
DECEMBER 11, 2023

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of December was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, December 11th, 2023.

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

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented.

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 – NOVEMBER 27, 2023
- 1.2 BILLS PAYABLE THROUGH – DECEMBER 8, 2023
- 1.3

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

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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

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

ITEM 3.1 – WALNUT STREET CORRIDOR PLAN

Community Development Director Larry Kirch reviewed with City Council the Walnut Street Corridor Plan which city staff along with the Economic Development Commission have been working on since last April along with the assistance of MSA professional services. The Planning Commission reviewed the plan at two meetings and approved the plan with nine recommendations of the EDC but with the elimination of the multi-use path along the south side of North 4th Street and Park Street. The nine recommendations are as follows:

1. All lighting must be Dark Sky compliant;
2. More modern light fixtures are preferred and should be like those depicted on Page 23 as the city has chosen those already for the Wagon Wheel Bike-Ped bridge area;
3. Light fixtures should accommodate cameras, banner arms, possible hanging baskets, Wi-Fi capability, etc.;
4. Add more angle parking on the east side of Walnut Street north of the new coffee shop up to N. 1st Street;
5. Continue to carry the 10' multi-use path on the west side of Walnut Street into the downtown, if possible, in the final engineering design;
6. On the east side of Walnut Street, do not put the sidewalk directly behind the curb so to allow for both snow storage and boulevard trees;
7. As part of the implementation of the plan, the city needs to address the two-hour parking zones;
8. The city should reconstruct the alleys on the east and west side of Walnut Street between Main Street and S. 1st Street (between Quillin's and the hardware store) and between the laundromat and pizza parlor;
9. The burial of overhead wires is not addressed in the plan and all the overhead wires should be buried during construction.

It was recommended by City Staff that the City Council approve the Walnut Street Corridor Plan as approved by the EDC and Planning Commission. Staff is recommending that the multi-use path be placed on the east side of Walnut Street to North 4th Street and the west side of Walnut Place. The multi-use path would continue north into Veterans Park with a bridge structure. A multi-use path would extend within the park west to Park Street (as approved in the recently adopted Park and Rec Plan).

Community members John Kilmer, Jeff Henthorne, Tom Rohrer, and Dick Wieser were present and addressed City Council regarding the Walnut Street Corridor Plan.

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

MOTION TO APPROVE THE WALNUT STREET CORRIDOR PLAN WITH THE PLANNING COMMISSION AND ECONOMIC DEVELOPMENT COMMISSION'S NINE

RECOMMENDATIONS, WITH A CHANGE OF MOVING THE PEDESTRIAN MULTI-USE PATH VIA WALNUT PLACE INSTEAD OF PARK STREET.

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

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

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

ITEM 3.2 – MnDOT ACTIVE TRANSPORTATION PLAN

Community Development Director Larry Kirch reviewed with City Council for approval of the Active Transportation Action Plan from U.S. Highway 14/61 and Trunk Highway 16 to Miller's Corner for bicycle and pedestrian users. The purpose of the project was to develop a plan from the Wagon Wheel Bridge to Miller's Corner to improve the connectivity and safety of bicyclists and pedestrians in the corridor. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE ACTIVE TRANSPORTATION ACTION PLAN.

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

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

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

ITEM 3.3 – REVIEW 2024 STATE CAPITAL BONDING APPLICATION

Community Development Director Larry Kirch gave City Council an update on the City's 2024 Minnesota State Bonding Bill Requests. This was informational only, no action taken.

ITEM 3.4 – RESOLUTION – DNR ROAD LANDING PROJECT

Community member Dave Hanifl was in attendance and addressed City Council regarding the DNR Road Landing Project.

City Engineer Tim Hruska reviewed with City Council for approval a Resolution regarding the DNR Road Landing Project. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption as follows:

**RESOLUTION NO. 12-23-51
City of La Crescent
Certificate of Final Acceptance
Board Acknowledgment**

Contract Number: SAP 028-600-001 DNR Landing Road
Contractor: Mathiowetz Construction Company
Date Certified: 09-26-2023
Payment Number: 3

Whereas; Contract SAP 028-600-0001 has in all things been completed, and the City Council being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of City of La Crescent and authorize final payment as specified herein.

State of Minnesota

I, Bill Waller, La Crescent City Clerk, within and for said city do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this _____ day of _____, 20____

At La Crescent, Minnesota

Signed By _____

(SEAL)

The motion for the adoption of the foregoing resolution 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;

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

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

ITEM 3.5 – DNR GRANT AGREEMENT – RELEAF PROJECT

Sustainability Coordinator Jason Ludwigson reviewed with City Council for approval a ReLeaf Community Forestry Grant Agreement that the city was awarded by the Minnesota DNR. The grant funds the purchase of 325 bare root trees over the next three years. The grant funds will also cover mulch, tree water bags, and tree trunk protectors for each of the new trees. There are various types of tree species included in the grant agreement. The trees will be planted in city parks, Pine Creek Golf Course, and other locations in the city to diversify the tree canopy. The grant is for approximately \$38,484. No funds from the city are required, but the city will lead the planting of the trees over the next three years. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE RELEAF COMMUNITY FORESTRY GRANT AGREEMENT AWARDED TO THE CITY BY THE MINNESOTA DNR.

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

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

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

ITEM 3.6 – Mn HEALTH DEPARTMENT GRANT AGREEMENT – DRINKING WATER PROTECTION PROJECT

Sustainability Coordinator Jason Ludwigson reviewed with City Council for approval a Drinking Water Protection Grant that was awarded to the city by the Minnesota Department of Health. The grant funds the design and installation of four stormwater murals in Veterans Park. The murals will be designed with community input and will serve to educate the public on the importance of protecting our water supply.

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

MOTION TO APPROVE THE DRINKING WATER PROTECTION GRANT AWARDED TO THE CITY BY THE MINNESOTA DEPARTMENT OF HEALTH.

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

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

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

ITEM 3.7 – LOCAL BOARD OF APPEAL & EQUALIZATION OR OPEN BOOK FORUM FOR 2024

City Administrator Waller reviewed with City Council a request from Houston County asking the City Council to determine for the year 2024 whether the City Council would like to continue to exercise its options and authority under the Board of Appeal & Equalization or give up that authority to the county through the Open Book forum. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION FOR THE CITY COUNCIL TO CONTINUE TO EXERCISE ITS OPTIONS AND AUTHORITY UNDER THE BOARD OF APPEAL & EQUALIZATION FOR THE YEAR 2024.

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

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

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

ITEM 3.8 – AMENDMENT TO CHICKEN ORDINANCE

City Attorney Skip Wieser reviewed with City Council for approval an amendment to the Chicken Ordinance that was originally adopted in June of 2023. Section II (a) (2) currently states “No person shall keep more than six (6) total hen chickens.” It was proposed that the language be amended to “No single-family residence shall keep more than six (6) total hen chickens.” Following discussion, Member O’Donnell-Ebner introduced the following ordinance and moved its passage and adoption:

ORDINANCE NO. 578

AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING THE LIMITED KEEPING OF CHICKENS IN THE CITY OF LA CRESCENT, MINNESOTA

Ordinance No. 568 adopted on June 12, 2023 and titled “AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING THE LIMITED KEEPING OF CHICKENS IN THE CITY OF LA CRESCENT, MINNESOTA” is amended to read as follows:

SECTION I – PURPOSE.

The La Crescent City Council finds it necessary to regulate the limited keeping of chickens within the City of La Crescent to protect public health, safety, and welfare.

SECTION II – LIMITED KEEPING OF CHICKENS.

- A. The limited keeping of chickens may be permitted as an accessory use to a legally established single-family residence subject to the following:
1. The property shall be occupied with a single-family home. The owner of the chickens shall live in the dwelling on the property.
 2. No single-family residence shall keep more than six (6) total hen chickens.
 3. No person shall keep roosters or adult male chickens.
 4. Chickens shall be kept within a separate enclosed accessory building and fenced outdoor containment area subject to the following:
 - a. The accessory building shall be less than 120 square feet in size and not exceed six feet in height.
 - b. The accessory building shall comply with all standards for accessory buildings, unless otherwise stated herein.
 - c. Any outdoor containment areas shall be screened from view from all neighboring properties and rights-of-way. Outdoor containment areas shall not exceed 20 square feet per bird and shall not have a fenced enclosure greater than six (6) feet in height.

- d. Any accessory building or containment area shall be located in the rear yard only and shall be at least 15 feet from any side or rear property lines.
 - e. Fencing used to contain chickens shall comply with applicable conditions of the City Code.
 - f. Chickens shall not be kept within the dwelling unit or garage.
 - g. The accessory building and/or containment area shall be maintained in good repair, in a clean and sanitary manner, free of vermin, and free of objectionable odors.
 - h. Chickens shall remain in the accessory building and/or containment area at all times and shall not run at large.
 - i. Chickens shall remain in the accessory building from sunset to sunrise each day to prevent nuisance noise and the attraction of vermin and predators.
 - j. Accessory buildings for the purpose of this ordinance shall count towards the number of accessory buildings permitted or the size limitations as stated in Zoning Ordinance Chapter 12.
 - k. The slaughter of chickens on site is prohibited.
 - l. The raising of chickens for breeding purposes is prohibited.
 - m. The sale of eggs or other commercial activity on the premises is prohibited.
 - n. Feces and discarded feed shall be regularly collected and only stored temporarily on site in a leak-proof container with a tight-fitting cover to prevent nuisance odors and the attraction of vermin. Such waste may be composted on site if objectionable odors are not generated and maintained.
 - o. Chicken feed shall be stored in leak-proof containers with a tight-fitting cover to prevent attracting vermin.
- B. The keeping of farm animals other than chickens or in greater numbers than permitted by division A. above shall comply with all other requirements of the City Code.
- C. The limited keeping of chickens is permitted at established schools providing kindergarten through Grade 12 (K – 12) education.

SECTION III – PERMIT REQUIRED. No person shall keep or maintain chickens unless they have been granted a permit. The permit shall be subject to all terms and conditions of this ordinance, and any additional conditions deemed necessary by the City Council to protect the public health, safety, and welfare of the animal. The necessary permit applications are available in the City Clerk's Office. Included with the completed application, must be a scaled diagram that indicates the location of any chicken coop and run, the approximate size and distance from adjoining structures, and property lines.

SECTION IV – VIOLATION. A violation of this Ordinance is a petty misdemeanor subject to penalty not to exceed \$300.00.

SECTION V – EFFECTIVE. Ordinance No. 568, an ordinance regulating chickens dated June 12, 2023 is hereby amended upon this ordinance becoming effective.

PASSED AND ENACTED this _____ day of _____, 2023.

Mayor

ATTEST:

City Administrator

The foregoing motion 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
Dale Williams	Yes
Mike Poellinger	Yes

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

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 578 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, the following Members present voted in favor thereof, viz;

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

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

ITEM 3.9 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of December. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 12-23-52

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT IN DECEMBER, 2023**

WHEREAS, the City of La Crescent (“La Crescent”) is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donations were made to the City of La Crescent in the month of December 2023:

1. Heidi Thesing, Kelly Iverson, Al “Skip” Wieser, III and Nathan Wieser wish to donate \$300.00 in memory of Karen Wieser to Wieser Memorial Park to be used for the purpose Of installation of flowers at the shelter facility in 2024.

WHEREAS, La Crescent agrees to accept the donations for Wieser Memorial Park subject to the conditions identified above.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 11th day of December 2023.

SIGNED:

Mayor

ATTEST:

Deputy Clerk

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
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.10 – LICENSE RENEWALS – 2024

City Council reviewed a list of proposed license renewals for 2024. The applications appear to be in order, and it was recommended to City Council to approve the license renewal applications. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2024 FOR THE FOLLOWING:

LIQUOR OFF SALE:

Minweis4 LLC/Minegar's Sports Hub

LIQUOR ON SALE:

Minweis4 LLC/Minegar's Sports Hub

LIQUOR SUNDAY:

Minweis4 LLC/Minegar's Sports Hub

GAS INSTALLERS:

Absolute Comfort Heating & A/C, Bagniefski heating & Air Conditioning, Bostrack Heating & Air Conditioning, G & T Heating and Air Conditioning, La Crosse Fireplace Co. LLC, Newman Heating & Cooling LLC, Paul's Heating & Air Conditioning, Inc., Prime Source Plumbing & Heating Corp., Ron Hammes Refrigeration Inc., Schneider Heating & Air Conditioning, Winona Heating & Ventilating Co, Inc.

SOLID WASTE:

Hilltopper Refuse & Recycling Service

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

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

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

ITEM 3.11 – FEE SCHEDULE ORDINANCE AMENDMENT

City Council reviewed the proposed changes to the Fee Schedule for 2024 which has been reviewed by City Staff. The review and adoption of fees is done on a yearly basis to ensure the costs to the City are sufficiently covered while at the same time being fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. It was recommended that City Council adopt an Ordinance detailing the proposed changes to the Fee Schedule for 2024. Following discussion, Member Hutchinson introduced the following ordinance and moved its passage and adoption:

ORDINANCE NO. 579

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

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

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

ADMINISTRATION

ADMINISTRATION	2024
Maps—Houston County—Each REMOVE	\$—3.00

BUILDING INSPECTIONS AND PERMITTING

BUILDING INSPECTIONS AND PERMITTING	2024
Short-term Rental Permit - <u>Annually</u>	\$100.00
<u>Demolition permits –</u> Main structure on the property OR all structures on a property (if a building permit for a new structure is obtained at the same time, this fee is waived) Garage, shed or outbuilding on a property (if a building permit for a new structure is obtained at the same time this fee is waived)	\$100.00 plus \$1.00 state surcharge \$35.00 plus \$1.00 state surcharge
Foundation only permit This permit fee would be in addition to any regular building permit fee. This fee is only for the excavation, footing and foundation for a new structure. <i>This fee is an optional fee to be paid if the builder is unwilling to wait the requested 7-10 working days for the plan review process of a completed building permit application. This fee would be waived if the plan review takes longer than 10 working days</i>	\$100.00 plus \$1.00 state surcharge
Mobile Home – all new that are moved into town	\$100.00 plus \$1.00 state surcharge

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

<u>Mechanical permits</u>	
Gas burning equipment, conversion burner or gas designed heating appliance, alteration to existing gas burner equipment or remodeling permit, – 400,000 BTU Over 400,000 BTU	\$30.00 to \$35.00 plus \$1.00 state surcharge \$40.00 to \$45.00 plus \$1.00 state surcharge \$72.00 plus \$1.00 state surcharge
<i>Gas dryer, gas range, gas fireplace or other gas appliance permits, other than those used in connection with a heating system, primary or secondary; all permits this section.</i>	\$30.00 to \$35.00 plus \$1.00 state surcharge
Gas piping only.	\$30.00 to \$35.00 plus \$1.00 state surcharge
Heating and ventilation equipment permits to include, but not limited to, coal, oil, steam, solar, conversion burners and wood burning appliance.	\$30.00 to \$35.00 plus \$1.00 state surcharge

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

GOLF COURSE

2024 SEASON PASSES – GOOD ANYTIME REQUIRES TEE TIME (ON A 1 ST COME BASIS)	
FAMILY – (2 ADULTS AND CHILDREN UNDER THE AGE OF 17)	\$600.00
SINGLE	\$440.00
SINGLE WITH CAR	\$750.00
COUPLES WITH CAR (2 ADULTS SAME RESIDENCE)	\$980.00
GOLF CAR TRAIL PASS	\$140.00 (FOR USE OF PERSONAL RIDING CAR FOR THE SEASON)

\$9.00 PER PERSON CAR RENTAL (\$5.00 for additional round)/PLAY AT RECIPROCAL COURSES*/SEASON PASSES MAY BE USED FOR LEAGUE PLAY & GROUP OUTING DISCOUNTS WHEN SPECIFIED/NO ADDITIONAL COST TO RIDE ALONE/(add) - \$2.00 Pull Cart Rental

2023 DAILY FEES

9 HOLES Monday-Thursday	\$14.00 to \$15.00
Add 9 HOLES Friday—Sunday & Holidays	\$15.00 Remove
18 HOLES	\$21.00 to \$22.00 OR \$35.00 W/RIDING CAR
RIDING CAR	\$10.00 PER PERSON PER 9 HOLES/RIDE ALONE \$13.00 PER PERSON PER 9 HOLES.
PULL CARTS	\$4.00
TRAIL PASS	\$6.00 (DAILY RATE FOR USE OF PERSONAL CAR, WITHOUT SEASON TRAIL PASS)

"ALL DAY" RATE WALKING \$25 with car \$40**

****Subject to availability of tee times, pricing not valid for groups or group outings**

DAILY RATE SPECIALS

"EARLY BIRD" RATE BEFORE 9:00 AM Saturday/Sunday - \$12.00 GOLF
~~"The NOONER" 12:00 PM to 2:00 PM Monday thru Thursday—\$12.00 GOLF~~
9 Hole RATE PER PERSON AND EXCLUDES HOLIDAYS

SENIOR (60+)

9 HOLES Monday-Thursday	\$12.00 to \$13.00
9 HOLES Friday—Sunday & Holidays	\$13.00 Remove
18 HOLES – WEEKDAY	\$18.00 to \$19.00 OR \$32.00 W/RIDING CAR

JUNIOR RATES – 11-17 YEARS

9 HOLES Monday-Thursday	\$7.00
9 HOLES Friday—Sunday & Holidays	\$7.00 Remove
18 HOLES – EVERY DAY	\$9.00 - MAY RIDE FREE WITH PAID ADULT

JUNIOR RATE (10 AND UNDER)

9 HOLES – EVERY DAY (ALL DAY) WITH PAID ADULT & RIDE FOR FREE WITH PAID ADULT	\$5.00
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PUNCH CARDS

5 ROUND GOLF ONLY \$65.00/10 ROUND GOLF ONLY \$120.00
5 PUNCH CAR \$45.00*/10 PUNCH CAR \$80.00*
5 ROUND PLAY & RIDE \$110.00*/10 ROUND PLAY & RIDE \$200.00*

LEAGUE ONLY CARDS —SENIOR 10 ROUND GOLF \$80.00/SENIOR 10 PUNCH PLAY & RIDE \$150.00* 6 ROUND MEN’S, LADIES LEAGUE \$55.00	
LEAGUE RATES SENIOR LEAGUE \$8.50 9 HOLES/ \$8.50 to \$9.00 RIDING CAR MENS, LADIES \$10.00 9 HOLES/ \$8.50 to \$9.00 RIDING CAR COUPLES LEAGUE \$8.50 9 HOLES/ \$8.50 to \$9.00 RIDING CAR	
<i>DISCOUNTS FOR GROUP OR COMPANY OUTING – GROUP CATERING AVAILABLE</i> *RECIPROCAL COURSES ARE SUBJECT TO CHANGE, MUST CALL FOR TEE TIMES, AND RECIPROCAL COURSE RESTRICTIONS. *PUNCH PLUS \$3.00 WHEN RIDING ALONE USING A RIDING CAR PUNCH CARD	

9 HOLES	\$7.00
9 HOLES Friday—Sunday & Holidays	\$7.00 Remove
18 HOLES – EVERY DAY	\$9.00 - MAY RIDE FREE WITH PAID ADULT

JUNIOR RATE (10 AND UNDER)	
9 HOLES – EVERY DAY (ALL DAY) WITH PAID ADULT & RIDE FOR FREE WITH PAID ADULT	\$5.00

PUNCH CARDS	
5 ROUND GOLF ONLY \$65.00/10 ROUND GOLF ONLY \$120.00	
5 PUNCH CAR \$45.00*/10 PUNCH CAR \$80.00*	
5 ROUND PLAY & RIDE \$110.00*/10 ROUND PLAY & RIDE \$200.00*	
LEAGUE ONLY CARDS —SENIOR 10 ROUND GOLF \$80.00/SENIOR 10 PUNCH PLAY & RIDE \$150.00* 6 ROUND MEN’S, LADIES LEAGUE \$55.00	
LEAGUE RATES SENIOR LEAGUE \$8.50 9 HOLES/ \$8.50 to \$9.00 RIDING CAR MENS, LADIES \$10.00 9 HOLES/ \$8.50 to \$9.00 RIDING CAR COUPLES LEAGUE \$8.50 9 HOLES/ \$8.50 to \$9.00 RIDING CAR	
<i>DISCOUNTS FOR GROUP OR COMPANY OUTING – GROUP CATERING AVAILABLE</i> *RECIPROCAL COURSES ARE SUBJECT TO CHANGE, MUST CALL FOR TEE TIMES, AND RECIPROCAL COURSE RESTRICTIONS. *PUNCH PLUS \$3.00 WHEN RIDING ALONE USING A RIDING CAR PUNCH CARD	

RECREATION

RECREATION	2024	
	CITY/TWN	OUT OF TOWN
BASEBALL	\$40.00 to \$45.00	\$45.00 to \$55.00

SOFTBALL	\$40.00 to \$45.00	\$45.00 to \$55.00
TENNIS	\$40.00 to \$45.00	\$45.00 to \$55.00
GOLF	\$40.00 to \$45.00	\$45.00 to \$55.00
YOUTH	\$50.00 to \$55.00	\$60.00 to \$70.00
ADULT		
VOLLEYBALL	\$40.00 to \$45.00	\$45.00 to \$55.00
BASKETBALL	\$40.00 to \$45.00	\$45.00 to \$55.00
LOG ROLLING	\$40.00 to \$45.00	\$45.00 to \$55.00
SWIMMING LESSONS	\$35.00 to \$40.00	\$45.00 to \$55.00
LITTLE MATES	\$35.00 to \$40.00	\$45.00 to \$55.00
SWIM TEAM	\$40.00 to \$45.00	\$45.00 to \$55.00
<u>POOL ADMISSION</u>		
– per entry	\$3.00	\$4.00 to \$6.00
POOL MEMBERSHIPS	\$135.00	\$175.00 to \$185.00
FAMILY	\$65.00	\$85.00 to \$95.00
INDIVIDUAL		

SOLID WASTE

SOLID WASTE	2024
Price Per Bag	\$2.80 to \$2.90
Recycling	\$3.40 to \$3.50 per month

ADOPTED this 11th day of December 2023.

SIGNED:

Mayor

ATTEST:

City Administrator

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

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

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

Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE NO. 579 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, the following Members present voted in favor thereof, viz;

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

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

ITEM 3.12 – 2024 CITY COUNCIL MEETING SCHEDULE

City Administrator Bill Waller reviewed with City Council the proposed 2024 City Council meeting schedule. Following discussion, it was recommended to change the second meeting in December from the 23rd to the 16th. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE 2024 CITY COUNCIL MEETING SCHEDULE WITH A CHANGE TO THE SECOND CITY COUNCIL MEETING FOR DECEMBER 2024 FROM THE 23RD TO THE 16TH.

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

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

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

ITEM 3.13 – PERSONNEL COMMITTEE RECOMMENDATIONS

City Council reviewed the following recommendations from the Personnel Committee for approval:

1. That the City Council approve the hiring of five (5) new Firefighters, contingent upon the successful completion of pre-employment screenings and conditions. A letter from the Fire Chief regarding the recommendation was included. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell- Ebner as follows:

MOTION TO APPROVE THE HIRING OF FIVE NEW FIREFIGHTERS CONTINGENT UPON THE SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT SCREENINGS AND CONDITIONS.

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

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

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

2. That effective January 1, 2024, Tyler Benish will have completed his six-month probationary period. It was recommended that Mr. Benish's probationary status be removed and that he be classified as the City Public Works Director, and move from step 1 to step 2 in the Public Works Director salary schedule as of January 1, 2024. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE EFFECTIVE JANUARY 1, 2024 THE REMOVAL OF TYLER BENISH'S PROBATIONARY STATUS AND THAT MR. BENISH BE CLASSIFIED AS THE CITY PUBLIC WORKS DIRECTOR AND HE MOVE FROM STEP 1 TO STEP 2 IN THE PUBLIC WORKS DIRECTOR SALARY SCHEDULE AS OF JANUARY 1, 2024.

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

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

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

3. That effective January 17, 2024, Josh Tarrence's six-month probationary status be removed and that Mr. Tarrence be classified as the City Building Inspector. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE EFFECTIVE JANUARY 17, 2024 THE REMOVAL OF JOSH TARRENCE'S PROBATIONARY STATUS AND THAT HE BE CLASSIFIED AS THE CITY BUILDING INSPECTOR.

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

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

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

4. That effective November 27, 2023 Jevin Dorschner be moved from step 4 in the Utility/Maintenance #1 position to step 2 in the Utility/Maintenance #2 position. Mr. Dorschner obtained his C licenses in both water and wastewater on November 27, 2023. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE EFFECTIVE NOVEMBER 27, 2023 THAT JEVIN DORSCHNER UPON OBTAINING HIS C LICENSES IN BOTH WATER AND WASTEWATER BE MOVED FROM STEP 4 IN THE UTILITY/MAINTENANCE #1 POSITION TO STEP 2 IN THE UTILITY/MAINTENANCE #2 POSITION.

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

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

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

5. That City Council approve a memorandum of understanding with the AFSCME Union to correct an error in the salary schedule. A recommendation from the Finance Director along with a copy of the memorandum of understanding was included. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE AFSCME UNION TO CORRECT AN ERROR IN THE SALARY SCHEDULE.

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

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

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

6. Attached for review by the City Council was a job description for the new position of City Clerk. This was discussed in the past as part of the organizational meetings that the City held earlier in 2023. This item was not presented for action by the City Council at this meeting. At the January 22, 2024 City Council meeting the Personnel Committee is proposing that the City Council take the following action:
 - A. Adopt the job description for the City Clerk position.
 - B. Establish the point value for the position at 330-360, and adopt a 2024 wage schedule of \$35.08 to \$41.96 per hour for the position.
 - C. Promote Angie Boettcher from the Deputy Clerk to City Clerk. As proposed, Ms. Boettcher would serve a six-month probationary period and start at step one in the salary schedule. This was informational only, no action required.

ITEM 3.14 – ONE DAY LIQUOR LICENSE APPLICATION

City Council reviewed a memo from City Administrative Assistant Chris Fortsch for approval of a temporary on-sale liquor license application from the La Crescent Area Chamber of Commerce & Tourism

for January 20, 2024, at the Wieser Park Pavilion. The application appears to be in order, and it was recommended that City Council approve the application and authorize Ms. Fortsch to forward the application to the Minnesota Department of Public Safety. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE ON-SALE LIQUOR LICENSE FOR THE LA CRESCENT AREA CHAMBER OF COMMERCE & TOURISM FOR JANUARY 20, 2024 AT THE WIESER PARK PAVILION AND AUTHORIZE CITY ADMINISTRATIVE ASSISTANT CHRIS FORTSCH TO FORWARD THE APPLICATION TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY.

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

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

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

9. CHAMBER OF COMMERCE

Chamber of Commerce representative Tammy Stremcha was in attendance and gave an update.

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:02 P.M.

APPROVAL DATE: _____.

SIGNED:

Mayor

ATTEST:

City Administrator

#1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: December 15, 2023
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending December 15, 2023. 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
AMAZON CAPITAL SERVICES						
13RL-P19H-1HT	STREETS - BRINE TANK REPAIR	12/04/2023	376.04	.00		
1CWK-41D4-VR	LIBRARY - BOOKS GRANT FUNDED	12/11/2023	20.99	.00		
1DD1MDCY-K4T	HEADLIGHTS FOR HONDA - RETURN	12/09/2023	68.45	.00		
1FNN-CMM4-R9	CITY - OFFICE SUPPLIES	12/06/2023	91.02	.00		
1FRR-DJNW-Q7	LIBRARY - BOOKS GRANT FUNDED	12/06/2023	45.94	.00		
1HDM-K9PK-RJ	LIBRARY - BOOKS GRANT FUNDED	12/06/2023	296.26	.00		
1TQN-14QV-YP7	PUBLIC WORKS - VEHICLE REPAIR	12/07/2023	88.98	.00		
1VKQ-K6DC-MC	FURNACE FILTERS	12/06/2023	127.70	.00		
Total 9956:			978.48	.00		
AT&T MOBILITY						
11/23 FIRE	FD - WIRELESS	11/30/2023	100.48	.00		
Total 9870:			100.48	.00		
B & B TREE SERVICE, LLC						
231128-04	PARKS - STUMP REMOVAL	11/28/2023	285.00	.00		
Total 147:			285.00	.00		
BAKER & TAYLOR						
2037926176	LIBRARY - BOOKS GRANT FUNDED	12/07/2023	150.44	.00		
2037947802	LIBRARY - BOOKS GRANT FUNDED	11/17/2023	532.02	.00		
2037965779	LIBRARY - BOOKS GRANT FUNDED	11/29/2023	180.57	.00		
Total 8022:			863.03	.00		
BRAD MEYER CONSTRUCTION & REMODELING LLC						
12/5/23	SCDP GRANT EXPENSE	12/05/2023	11,542.00	.00		
Total 9753:			11,542.00	.00		
CINTAS CORPORATION						
4172956522	GC- CLEANING RAGS FOR CLUBHOUSE AND SHOP	11/06/2023	36.66	.00		
4172956572	CITY HALL - MATS, CLEANING RAGS & TOWELS	11/06/2023	63.95	.00		
4174516179	CITY HALL - MATS, CLEANING RAGS & TOWELS	11/20/2023	67.05	.00		
4174516283	GC- CLEANING RAGS FOR CLUBHOUSE AND SHOP	11/20/2023	41.47	.00		
Total 9696:			209.13	.00		
CORKY'S PIZZA & ICE CREAM						
12/8/23	PD - RESERVE MEETING	12/08/2023	77.40	.00		
Total 241:			77.40	.00		
CULLIGAN WATER CONDITIONING						
285X21132802	MAINT - WATER COOLER RENTAL	12/01/2023	39.95	.00		
285X21132802	CITY HALL - WATER COOLER RENTAL	12/01/2023	39.99	.00		
285X21132802	PD - WATER COOLER RENTAL	12/01/2023	39.95	.00		
285X21155100	FD - WATER COOLER RENTAL	12/01/2023	39.95	.00		
Total 231:			159.84	.00		
DAVY LABORATORIES						
23L0171	WATER - TESTING	12/13/2023	96.30	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 312:			96.30	.00		
E O JOHNSON CO.						
INV1447031	QTRLY COMPUTER SUPPORT - STREETS	12/11/2023	506.76	.00		
INV1447031	QTRLY COMPUTER SUPPORT - LIC BUR	12/11/2023	1,266.90	.00		
INV1447031	QTRLY COMPUTER SUPPORT - SEWER	12/11/2023	2,153.73	.00		
INV1447031	QTRLY COMPUTER SUPPORT - B&Z	12/11/2023	506.76	.00		
INV1447031	QTRLY COMPUTER SUPPORT - GC	12/11/2023	1,013.52	.00		
INV1447031	QTRLY COMPUTER SUPPORT - WATER	12/11/2023	2,153.73	.00		
INV1447031	QTRLY COMPUTER SUPPORT - POLICE	12/11/2023	506.76	.00		
INV1447031	QTRLY COMPUTER SUPPORT - CLERK	12/11/2023	506.76	.00		
INV1447031	QTRLY COMPUTER SUPPORT - PUB WORKS	12/11/2023	506.76	.00		
INV1447031	QTRLY COMPUTER SUPPORT - FIRE	12/11/2023	3,547.32	.00		
INV1447032	DUO AUTHENTICATION - WATER	12/06/2023	10.80	.00		
INV1447032	DUO AUTHENTICATION - GC	12/06/2023	27.00	.00		
INV1447032	DUO AUTHENTICATION - PUB WORKS	12/06/2023	10.80	.00		
INV1447032	DUO AUTHENTICATION - B&Z	12/06/2023	15.80	.00		
INV1447032	DUO AUTHENTICATION - POLICE	12/06/2023	75.20	.00		
INV1447032	DUO AUTHENTICATION - STREETS	12/06/2023	10.80	.00		
INV1447032	DUO AUTHENTICATION - LIC BUR	12/06/2023	45.90	.00		
INV1447032	DUO AUTHENTICATION - SEWER	12/06/2023	10.80	.00		
INV1447032	DUO AUTHENTICATION - CLERK	12/06/2023	32.00	.00		
INV1447032	DUO AUTHENTICATION - FIRE	12/06/2023	45.90	.00		
INV1447033	OFFICE 365	12/11/2023	200.00	.00		
Total 8614:			13,154.00	.00		
GUNDERSEN HEALTH SYSTEM						
12/6/23	MAINT - DRUG SCREENS	12/06/2023	171.00	.00		
Total 622:			171.00	.00		
HOGAN'S HOME PRO'S LLC						
23-0013	REIMBURSEMENT FOR CITY SIDEWALK 185 MCINTOSH	10/23/2023	775.00	.00		
Total 10153:			775.00	.00		
IDEAL CRANE RENTAL						
475693	CRANE RENTAL FOR CHRISTMAS LIGHTS	11/24/2023	1,120.05	.00		
Total 9445:			1,120.05	.00		
INTERNATIONAL CODE COUNCIL, INC						
101678957	B&Z - STUDY GUIDE	12/08/2023	69.00	.00		
101682979	B&Z - TRAINING	12/15/2023	203.00	.00		
Total 9943:			272.00	.00		
J.P. COOKE COMPANY						
812180	DMV - STAMPERS	12/13/2023	91.90	.00		
812180	CITY - STAMPER	12/13/2023	45.95	.00		
Total 925:			137.85	.00		
LA CRESCENT ACE HARDWARE						
11/23 STMT	MAINT SHOP - REPAIR	11/30/2023	43.98	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11/23 STMT	PARKS - FENCE	11/30/2023	23.92	.00		
11/23 STMT	DUMP SHED	11/30/2023	8.59	.00		
11/23 STMT	PARKS - SMALL TOOLS	11/30/2023	35.97	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	8.99	.00		
11/23 STMT	FD - GARAGE DOOR MAINT	11/30/2023	31.96	.00		
11/23 STMT	WATER DEPT - ORCHARD BOOSTER REPAIR	11/30/2023	1.74	.00		
11/23 STMT	DUMP KEYS	11/30/2023	11.16	.00		
11/23 STMT	DUM SHED KEY RING	11/30/2023	.99	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	19.99	.00		
11/23 STMT	PD - P-22 BATTERY FOR CAMERA	11/30/2023	11.98	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	24.99	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	7.99	.00		
11/23 STMT	STREETS - SIDEWALK SALT	11/30/2023	19.18	.00		
11/23 STMT	ICE ARENA DOOR REPAIR	11/30/2023	4.70	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	6.99	.00		
11/23 STMT	KEYS AND LOCK FOR DUMP	11/30/2023	45.47	.00		
11/23 STMT	DUMP SHED SPARE KEYS	11/30/2023	16.74	.00		
11/23 STMT	WATER PLANT - BLDG MAINT	11/30/2023	6.99	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	32.99	.00		
11/23 STMT	WATER - PUMP REPAIR	11/30/2023	6.28	.00		
11/23 STMT	CHRISTMAS LIGHTS	11/30/2023	14.99	.00		
11/23 STMT	STREETS - SIDEWALK REPAIR	11/30/2023	7.58	.00		
11/23 STMT	CITY - AIR FILTERS	11/30/2023	28.78	.00		
11/23 STMT	MAINT SHOP - SMALL TOOLS	11/30/2023	27.17	.00		
11/23 STMT	FD - VEHICLE MAINT	11/30/2023	47.53	.00		
11/23 STMT	PARKS - SMALL TOOLS	11/30/2023	55.97	.00		
11/23 STMT	STREETS - CHRISTMAS DECOR	11/30/2023	95.88	.00		
11/23 STMT	HOCKEY BOARD REPAIR	11/30/2023	44.98	.00		
11/23 STMT	STREETS- 1 TON REPAIR	11/30/2023	18.97	.00		
Total 717:			713.44	.00		
LA CRESCENT ANIMAL RESCUE						
SEPT. - NOV. 20	PD - 16 CATS @ \$100 EACH	11/30/2023	1,600.00	.00		
Total 8575:			1,600.00	.00		
LA CRESCENT AUTO REPAIR, INC						
28734	PARKS - LAWN MOWER TIRE	12/08/2023	26.99	.00		
Total 8168:			26.99	.00		
LA CROSSE TRUCK CENTER FORD						
348345	STREETS - 1 TON REPAIR LIGHT SWITCHES	12/07/2023	93.05	.00		
Total 1102:			93.05	.00		
LABELS PLUS						
2171	LASER CHECKS - FIRE	12/18/2023	25.95	.00		
2171	LASER CHECKS - SOLID WASTE	12/18/2023	25.95	.00		
2171	LASER CHECKS - GEN FUND	12/18/2023	337.34	.00		
2171	LASER CHECKS - LIBRARY	12/18/2023	25.95	.00		
2171	LASER CHECKS - WATER	12/18/2023	25.95	.00		
2171	LASER CHECKS - GOLF	12/18/2023	25.95	.00		
2171	LASER CHECKS - LIC BUR	12/18/2023	25.95	.00		
2171	LASER CHECKS - SEWER	12/18/2023	25.95	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8270:			518.99	.00		
LEAGUE OF MN CITIES INS TRUST						
21807	WC DEDUCTIBLE - POOL	12/01/2023	955.00	.00		
Total 1116:			955.00	.00		
LEASE SERVICING CENTER, INC.						
TESLA- DOC/PR	TESLA- ONE TIME DOCUMENTATION AND PROCESSING	12/11/2023	500.00	500.00	12/11/2023	
Total 10152:			500.00	500.00		
MAYO CLINIC AMBULANCE SERVICE						
10/30/23 & 11/4/2	CPR CLASSES	11/04/2023	274.00	.00		
Total 8150:			274.00	.00		
MENARDS-LA CROSSE						
93075	STREETS - BRINE TANK REPAIR	12/11/2023	53.38	.00		
Total 1352:			53.38	.00		
MICROMARKETING, LLC						
940225	LIBRARY - BOOKS	12/05/2023	45.49	.00		
Total 10060:			45.49	.00		
MIENERGY COOPERATIVE						
11/23 STMT	ELECT UTILITIES - WIESER PARK	11/30/2023	550.70	.00		
11/23 STMT	ELECT UTILITIES-GC CLUBHOUSE	11/30/2023	338.80	.00		
11/23 STMT	ELECT UTILITIES-GC POP MACH.	11/30/2023	69.72	.00		
11/23 STMT	ELECT UTILITIES - HORSETRACK MEADOWS LIFT STATI	11/30/2023	135.00	.00		
11/23 STMT	ELECT UTILITIES-CRESC.HGTS.& WILDWOOD SEC LIGH	11/30/2023	230.00	.00		
11/23 STMT	ELECT UTILITIES-GC IRRIGATION & PARKING LOTS LIGH	11/30/2023	176.35	.00		
Total 2012:			1,500.57	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
12/08/23PR0015	MN CHILD SUPPORT	12/11/2023	640.97	640.97	12/11/2023	
Total 9597:			640.97	640.97		
MINNESOTA DEPARTMENT OF HEALTH						
J. GILLETTE CL	J. GILLETTE CLASS C RENEWAL	12/11/2023	23.00	.00		
Total 1396:			23.00	.00		
MINNESOTA PUMP WORKS						
INV023048	GRINDER PUMPS - 3	12/07/2023	7,695.00	.00		
Total 9637:			7,695.00	.00		
MSCIC						
0067	PD - 2024 CONFERENCE D. DANEAU	12/08/2023	150.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10059:			150.00	.00		
MTI DISTRIBUTING INC						
1411032-00	GC - WINTERIZE IRRIGATION	11/07/2023	1,170.65	.00		
1412277-00	GC - MOWER PARTS	11/27/2023	2,083.21	.00		
1412705-00	GC - NEW PUMP 4700 ROUGH MOWER	11/30/2023	6,665.26	.00		
Total 1330:			9,919.12	.00		
P & T ELECTRIC INC						
24810	WIRE & HOOK UP FOR NEW DUMP SHED	12/05/2023	1,998.42	.00		
24813	CITY HALL - RELOCATE EMERGENCY EXIT LIGHTS	11/15/2023	472.03	.00		
24841	RADIUM PLANT - FAN MOTORS	11/30/2023	620.82	.00		
Total 1643:			3,091.27	.00		
SEMCAC						
INV NO 8	SCDP GRANT EXPENSE	12/11/2023	1,836.30	.00		
LEAD-0516	SCDP GRANT EXPENSE	10/17/2023	700.00	.00		
Total 9559:			2,536.30	.00		
VERIZON WIRELESS						
9950381064	FD - MOBILE	11/30/2023	120.03	.00		
Total 8973:			120.03	.00		
WATER SYSTEMS CO.						
622830	LIBRARY - WATER	11/09/2023	38.00	.00		
633945	LIBRARY - COOLER RENTAL	11/30/2023	8.00	.00		
Total 8605:			46.00	.00		
WHKS & CO.						
49916	REPRODUCTION	11/24/2023	525.00	.00		
49916	STREETS - TA TRAIL FEASIBLTY	11/24/2023	1,222.50	.00		
49916	PARKS - DOG PARK	11/24/2023	272.50	.00		
49916	MILEAGE	11/24/2023	275.10	.00		
49916	PARKS - MCCORMICK EASEMENT	11/24/2023	332.50	.00		
49916	STREETS - RR COORDINATOIN	11/24/2023	978.00	.00		
49916	STREETS - MONTHLY STAFF MEETING	11/24/2023	489.00	.00		
49916	STREETS - SRTS & SPEED LIMITS	11/24/2023	1,059.50	.00		
49917	WALNUT STREET PRELIMINARY ENGINEERING	11/24/2023	1,050.45	.00		
49918	5TH STREET SOUTH RECONSTRUCTION	11/24/2023	4,603.90	.00		
Total 8290:			10,808.45	.00		
WINONA COUNTY AUDITOR- TREASURER						
2023 TNT	TNT DISTRIBUTION 2023 PAYABLE 2024	12/12/2023	10.65	.00		
Total 8723:			10.65	.00		
ZENKE INC						
WIESER PAY RE	WIESER PARK IMPROVEMENTS	12/14/2023	12,512.36	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2412:			12,512.36	.00		
Grand Totals:			83,775.62	1,140.97		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

5:00 Public Hearing



WIESER LAW OFFICE, P.C.

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

KELLY M. IVERSON
AL "SKIP" WIESER, III

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

AL WIESER, JR.
Emeritus

TO: Honorable Mayor and City Council Members
CC: Bill Walter, City Administrator
FROM: Skip Wieser, City Attorney
DATE: December 7, 2023
RE: 1755 County 6, La Crescent - Annexation

On December 18, 2023, at 5:00 p.m. the City Council will hold a public hearing regarding annexation of 1755 County 6. This annexation was initiated by the property owners. Enclosed for Council review and consideration is a copy of the property owner petition, accompanying map and proposed Ordinance. At the conclusion of the public hearing, the Council will consider adoption of the enclosed Ordinance annexing said parcel. The ordinance provides reimbursement for property taxes for two (2) years to the Township of La Crescent.

Potential findings for the Council to consider in support of this Ordinance are as follows:

1. The property owner signed a Petition requesting that the property be annexed to the City of La Crescent;
2. The property is not presently served by public sewer facilities and public sewer facilities are not otherwise available;
3. The property is currently residential;
4. Minnesota Statutes § 414.033 Subd. 13 is not applicable as there will be no change in the electric utility service provider; and
5. More than 30 days written notice was provided to La Crescent Township and to contiguous landowners by certified mail.

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE
ANNEXATION OF CERTAIN LAND TO THE CITY OF LA CRESCENT, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

TO: Council of the City of La Crescent, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, Subd. 2(3).

It is hereby requested by:

- ☐ the sole property owner; or
- ☒ all of the property owners (If the land is owned by both husband and wife, both must sign the petition to represent all owners.)

of the area proposed for annexation to annex certain property described herein lying in the Township of La Crescent to the City of La Crescent, County of Houston, Minnesota.

The area proposed for annexation is described as follows:

THAT PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 104, RANGE 4, HOUSTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER OF SAID SECTION 9, AS MONUMENTED BY A HOUSTON COUNTY MONUMENT; THENCE SOUTH 89 DEGREES 52 MINUTES 36 SECONDS WEST, ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, 577.32 FEET; THENCE SOUTH 26 DEGREES 27 MINUTES 28 SECONDS WEST, 223.48 FEET; THENCE NORTH 55 DEGREES 31 MINUTES 17 SECONDS WEST, 468.04 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT; THENCE NORTH 55 DEGREES 53 MINUTES 13 SECONDS WEST, 230.25 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT AND THE POINT OF BEGINNING OF THE LAND TO BE DESCRIBED; THENCE NORTH 34 DEGREES 00 MINUTES 51 SECONDS EAST, 190.97 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT; THENCE NORTH 60 DEGREES 26 MINUTES 26 SECONDS WEST, 93.84 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT; THENCE NORTH 28 DEGREES 24 MINUTES 19 SECONDS EAST, 183.67 FEET TO THE CENTER LINE OF HOUSTON COUNTY HIGHWAY NO. 6; THENCE NORTH 59 DEGREES 42 MINUTES 30 SECONDS WEST, ALONG SAID COUNTY HIGHWAY CENTER LINE, 199.21 FEET TO THE INTERSECTION OF THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF THE PROPERTY DESCRIBED IN BOOK 165 OF DEEDS, PAGE 207, HOUSTON COUNTY, MINNESOTA; THENCE SOUTH 00 DEGREES 20 MINUTES 16 SECONDS EAST, ALONG SAID LAST INTERSECTED EXTENDED LINE, AND ALONG SAID EASTERLY LINE OF THE PROPERTY DESCRIBED IN BOOK 165 OF DEEDS, PAGE 207, A DISTANCE OF 429.51 FEET TO THE INTERSECTION OF A LINE BEARING NORTH 56 DEGREES 53 MINUTES 13 SECONDS WEST FROM THE POINT OF

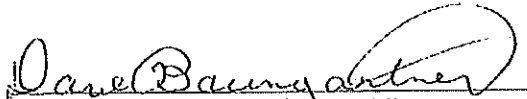
BEGINNING; THENCE SOUTH 56 DEGREES 53 MINUTES 13 SECONDS EAST, ALONG SAID LAST INTERSECTED LINE, 67.94 FEET TO THE POINT OF BEGINNING.

SUBJECT TO THE RIGHT OF WAY OF SAID COUNTY HIGHWAY NO. 6 ON THE NORTHEAST.

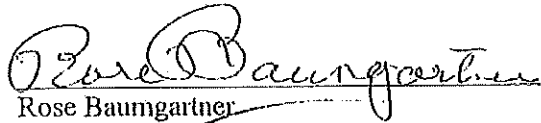
1. There are six (6) property owners in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the number of parcels owned by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.
3. Said property is unincorporated, abuts on City's northeasterly, southwesterly and westerly boundaries, and the City's northerly boundary of County 6, and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 1.302 acres.
5. The reason for the requested annexation is to be provided with City sewer.

PETITIONERS REQUEST: That pursuant to Minnesota Statutes § 414.033, the property described herein be annexed to and included within the City of La Crescent, Minnesota.

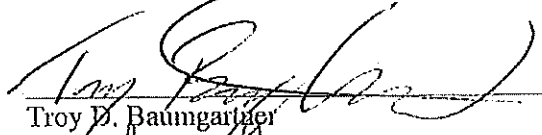
Dated: 9-28-2023, 2020


Dave Baumgartner, a/k/a David J.
Baumgartner

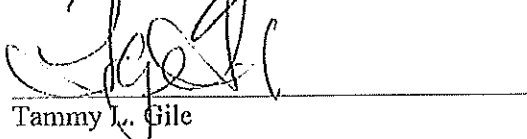
Dated: 9-29-2023, 2020


Rose Baumgartner

Dated: 10.22.23, 2020


Troy D. Baumgartner

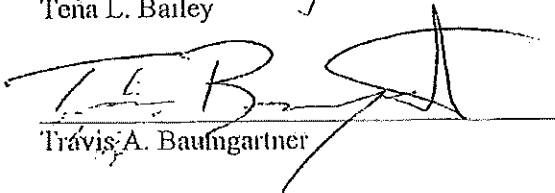
Dated: 10/26/23, 2020

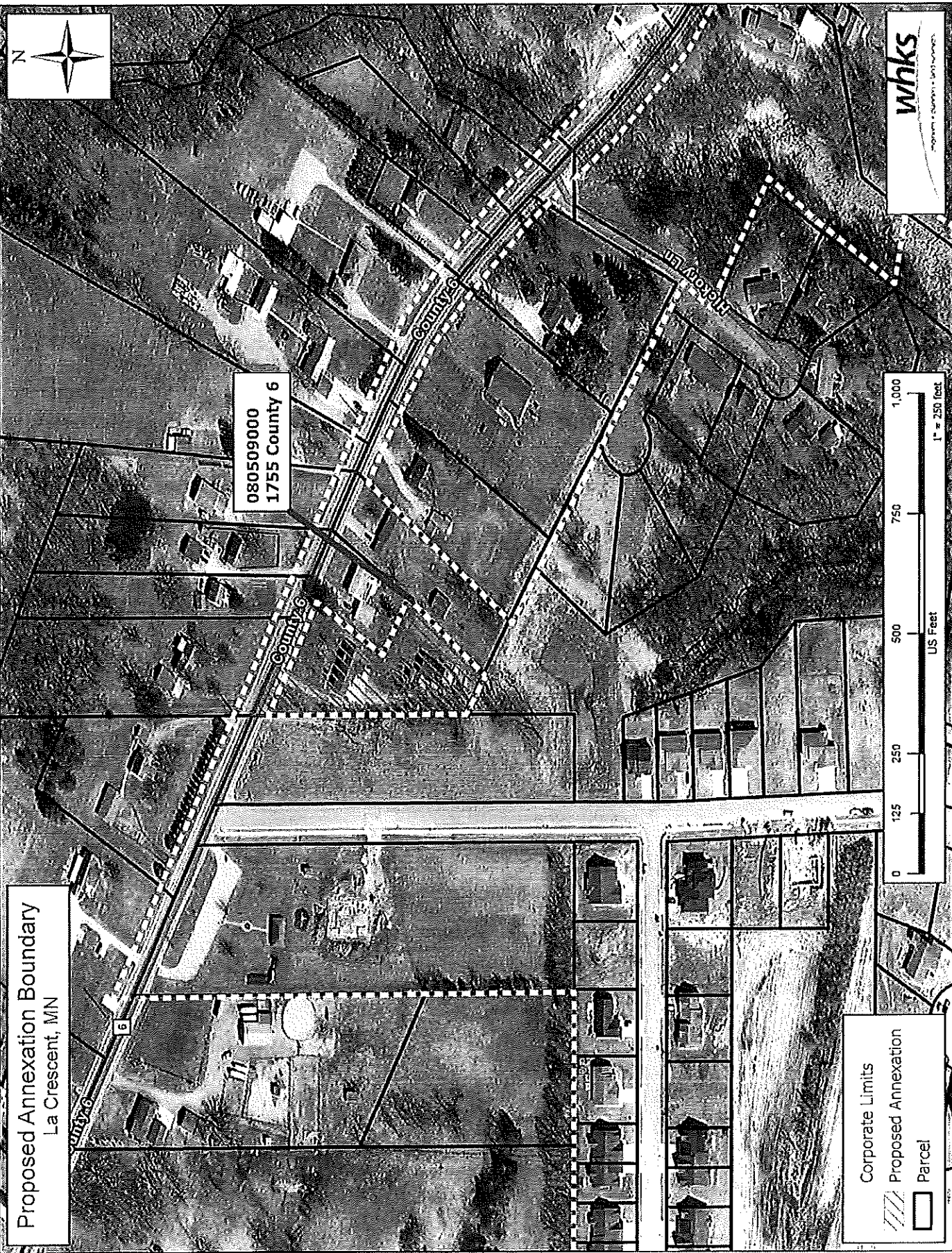

Tammy L. Gile

Dated: 10-4-2023, 2020


Tena L. Bailey

Dated: 10/27/23, 2020


Travis A. Baumgartner



Proposed Annexation Boundary
La Crescent, MN

080509000
1755 County 6

- Corporate Limits
- Proposed Annexation
- Parcel



whks
WILSON & HARRIS, INC.

ORDINANCE NO. 580

**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(3),
PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, a petition signed by all the property owners, requesting that property legally described herein be annexed to the City of La Crescent, Minnesota, was duly presented to the Council of the City of La Crescent on November 13, 2023; and

WHEREAS, said property is unincorporated and abuts the City of La Crescent on its northeasterly, southwesterly and westerly boundaries, and the City's northerly boundary of County 6; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

WHEREAS, said property is currently residential and annexation is requested to facilitate the extension of city services for the residential development of the property; and

WHEREAS, the City of La Crescent held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on December 18, 2023, 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 herein, 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 abuts the city limits and is or is about to become urban or suburban in nature in that residential use is being proposed for said property which requires or will need city services, including public sewer facilities.

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 abutting the City of La Crescent and being 120 acres or less in area, and is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City having received a petition for annexation from all the property owners of the land, to wit:

THAT PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 104, RANGE 4, HOUSTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER OF SAID SECTION 9, AS MONUMENTED BY A HOUSTON COUNTY MONUMENT; THENCE SOUTH 89 DEGREES 52 MINUTES 36 SECONDS WEST, ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, 577.32 FEET; THENCE SOUTH 26 DEGREES 27 MINUTES 28 SECONDS WEST, 223.48 FEET; THENCE NORTH 55 DEGREES 31 MINUTES 17 SECONDS WEST, 468.04 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT; THENCE NORTH 55 DEGREES 53 MINUTES 13 SECONDS WEST, 230.25 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT AND THE POINT OF BEGINNING OF THE LAND TO BE DESCRIBED; THENCE NORTH 34 DEGREES 00 MINUTES 51 SECONDS EAST, 190.97 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT; THENCE NORTH 60 DEGREES 26 MINUTES 26 SECONDS WEST, 93.84 FEET TO A ONE-HALF INCH IRON PIPE MONUMENT; THENCE NORTH 28 DEGREES 24 MINUTES 19 SECONDS EAST, 183.67 FEET TO THE CENTER LINE OF HOUSTON COUNTY HIGHWAY NO. 6; THENCE NORTH 59 DEGREES 42 MINUTES 30 SECONDS WEST, ALONG SAID COUNTY HIGHWAY CENTER LINE, 199.21 FEET TO THE INTERSECTION OF THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF THE PROPERTY DESCRIBED IN BOOK 165 OF DEEDS, PAGE 207, HOUSTON COUNTY, MINNESOTA; THENCE SOUTH 00 DEGREES 20 MINUTES 16 SECONDS EAST, ALONG SAID LAST INTERSECTED EXTENDED LINE, AND ALONG SAID EASTERLY LINE OF THE PROPERTY DESCRIBED IN BOOK 165 OF DEEDS, PAGE 207, A DISTANCE OF 429.51 FEET TO THE INTERSECTION OF A LINE BEARING NORTH 56 DEGREES 53 MINUTES 13 SECONDS WEST FROM THE POINT OF BEGINNING; THENCE SOUTH 56 DEGREES 53 MINUTES 13 SECONDS EAST, ALONG SAID LAST INTERSECTED LINE, 67.94 FEET TO THE POINT OF BEGINNING.

SUBJECT TO THE RIGHT OF WAY OF SAID COUNTY HIGHWAY NO. 6 ON THE NORTHEAST.

The above described property consists of a total of 1.302 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.

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 herein, 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 \$578.38; and
- b. In the second and final year, an amount equal to \$578.38.

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 herein there are no special assessments or debt incurred by the Town on the subject are for which reimbursement is required.

6. 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.

7. 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 18th day of December, 2023.

Mayor

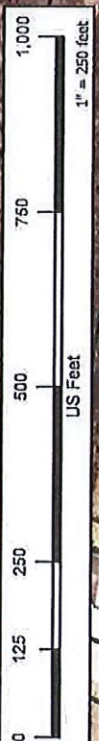
ATTEST:

City Administrator

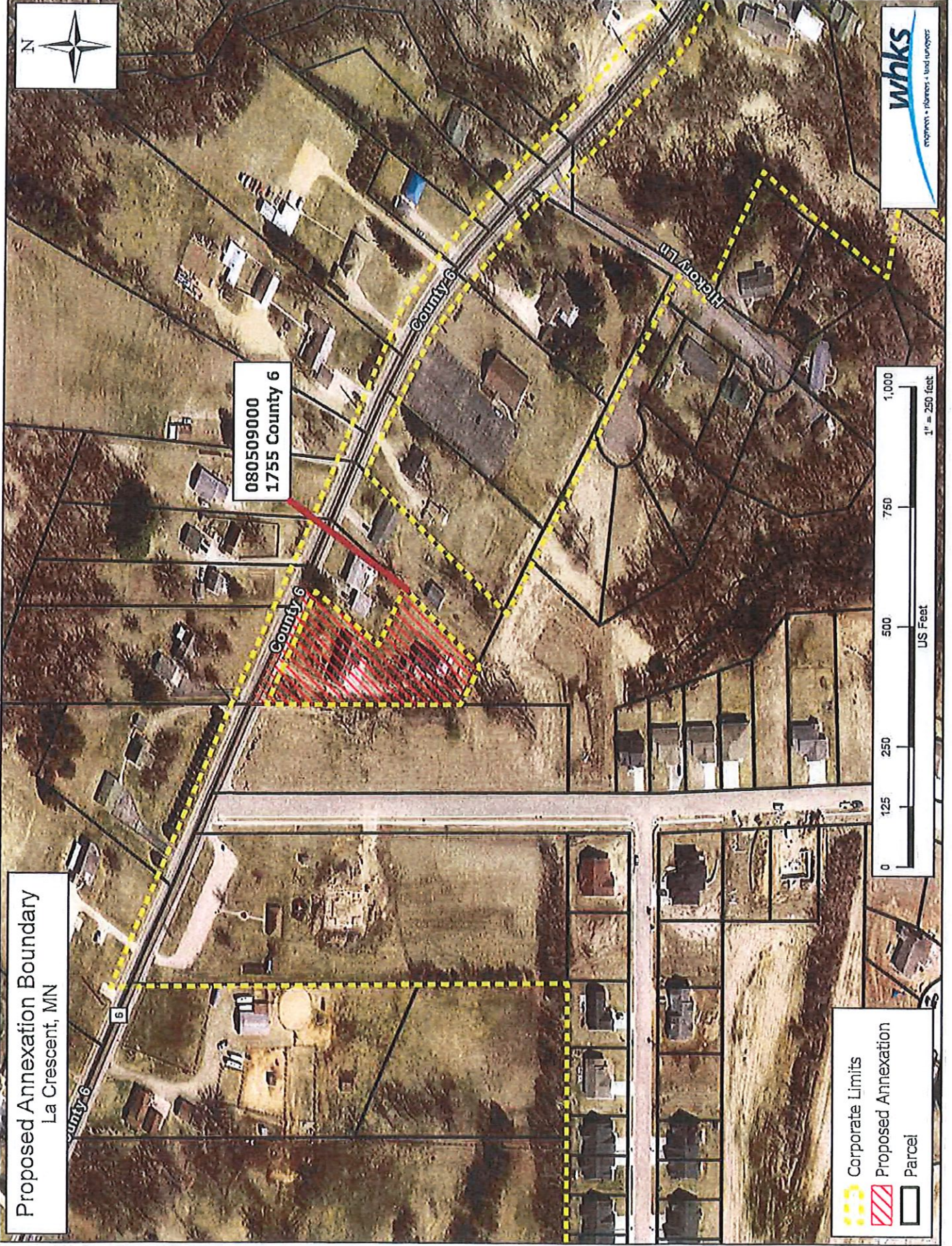
(City Seal)

Proposed Annexation Boundary
La Crescent, MN

080509000
1755 County 6



- Corporate Limits
- Proposed Annexation
- Parcel



SUMMARY OF ORDINANCE NO. 580

**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(3),
PERMITTING ANNEXATION BY ORDINANCE**

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

The full text of Ordinance No. 580 marked "OFFICIAL COPY" is on file in the Office of the City Administrator, City Hall, La Crescent, Minnesota 55947, along with a reference draft available and open for inspection to enable a convenient means to ascertain where in the voluminous enactments and in the voluminous regulations enacted/amended hereby are found.

Passed and enacted this 18th day of December, 2023.

APPROVED:
Mikel Poellinger, Mayor

ATTEST:
Bill Waller, City Administrator

5:30 Public Meeting



TO: City Council

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: December 12th, 2023

RE: Annual MS4 Stormwater Meeting

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

PUBLIC INFORMATIONAL MEETING

Notice is hereby given that the City Council of the City of La Crescent will hold a public informational meeting regarding the City of La Crescent's Storm Water Pollution Prevention Program (SWPPP) at the La Crescent Community Building, 336 South First Street, in said City on Monday, December 18th, 2023, at 5:30 p.m. The public informational meeting will include a review of the NPDES permit requirements and the City's Public Education, Outreach and Public Involvement Program that includes the City's SWPPP. A copy of this information is available for review at the La Crescent City Hall, 315 Main Street.

All persons having an interest in the matter will be given opportunity to be heard with reference thereto.

Dated: December 11, 2023

Bill Waller
City Administrator
P.O. Box 142
La Crescent, MN 55947



Stormwater Public Education, Outreach and Public Involvement Program Implementation Plan

TABLE OF CONTENTS

Section 1: Introduction

Section 2: Partnerships

Section 3: Implementation Plan—Target Audiences

General Public

Students

Contractors

Developers & Private BMP Owners

Design Engineers

Local Businesses

Section 4: Annual Evaluation and Documentation

Section 1: Introduction

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

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

Section 2: Partnerships

- **Houston and Winona County Soil & Water Conservation Districts (SWCD):** The City works with the SWCD's to create and coordinate public education. The City relies on SWCD staff expertise to provide educational assistance during stormwater improvement projects.
- **Hamline University:** The City coordinates with Hamline University to implement the St. Cloud-based Adopt-a-Storm Drain program. This program started in the City of La Crescent in 2021.
- **Local Artists:** The City works with local community artist(s) to implement the Storm Drain Art Program.
- **La Crescent Service Clubs (Healthy Community Partnership, Rotary Club of La Crescent, and Lions)** provide volunteer resources and assist with education outreach for the stormwater program.
- **La Crosse Urban Stormwater Group.** The city partners with the group to create a Soak It Up Award for the City of La Crescent.

- **Local Businesses and Community Groups** provide participants for stormwater outreach/volunteer programs and opportunities to distribute education materials. The city will work with the local Chamber of Commerce to distribute education materials.
- **The Houston County Highway Department** partners with the city on road projects within the city limits to identify and limit stormwater runoff.

Section 3: Implementation Plan

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

Target Audience: General Public

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

ACTIVITY/PROGRAM: Rain Garden Education Program	
Objectives	Rain Garden Street Reconstruction Program
Schedule	Annually
Documentation	File Location

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

ACTIVITY/PROGRAM: City Social Media	
Objectives	Post stormwater education and water quality improvement project materials (e.g. Adopt-a-Drain, Soak It Up Award, and storm drain art) to the City's social media platforms.
Schedule	At least two stormwater specific posts annually.
Documentation	File Location

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

ACTIVITY/PROGRAM: Storm Drain Art Program

Objectives	Partner with the local art community, artists, events and/or groups to implement a storm drain art program to provide public education and involvement/participation opportunities. Implement art on at least 3 storm drains in 2022. Finalize designs for at least 6 storm drains in 2022.
Schedule	At least 1 storm drain art event annually.
Documentation	File Location

ACTIVITY/PROGRAM: Storm Drain Marking

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

ACTIVITY/PROGRAM: Stormwater Education Mailings

Objectives	Distribute at least one annual stormwater education mailing through the City's Newsletter. Distribute targeted mailings to residents within stormwater improvement project areas. Distribute targeted mailings to areas of specific pollution prevention concern (e.g. yard waste).
Schedule	Annually
Documentation	File Location

ACTIVITY/PROGRAM: Stormwater Education Presentations

Objectives	Provide stormwater education presentations to groups and organizations as requested.
Schedule	At least one presentation/general education distribution annually.
Documentation	File Location

ACTIVITY/PROGRAM: Deicing Salt Education	
Objectives	Distribute deicing salt educational materials and outreach through Chamber of Commerce, City social media, Adopt-a-Drain program, and faith based organizations. Education will include at a minimum the impacts of deicing salt use on receiving waters, methods to reduce deicing salt use, and proper storage of salt or other deicing materials. Additional education distribution for problem areas will occur as necessary.
Schedule	Annually
Documentation	File Location
ACTIVITY/PROGRAM: Pet Waste Education	
Objectives	Utilize the city newsletter to distribute general pet waste public education. Distribute education to pet owners when they renew the dog-license each year. The information will focus on the impacts of pet waste on receiving waters, proper management of pet waste, and City ordinances prohibiting improper disposal of pet waste.
Schedule	Annually
Documentation	File Location

Target Audience: Students

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

ACTIVITY/PROGRAM: Water Festivals, Science Rocks/Science Fest	
Objectives	Partner with the Houston and Winona County SWCD to implement Water Festivals educating all area fourth graders about water quality information. City staff will provide a presentation at each Waterfestival.
Schedule	Participate in at least one event annually.
Documentation	File Location

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

Target Audience: Contractors

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

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

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

Target Audience: Developers & Private BMP Owners

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

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

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

Target Audience: Design Engineers

Goal: Provide a stormwater design checklist and other resources to ensure projects meet City stormwater design requirements and proper submittals are received.

ACTIVITY/PROGRAM: City Stormwater Design Checklist & Standards	
Objectives	Provide a stormwater design checklist on the City's website and directly to private civil design engineers when major checklist updates are made. The checklist will be reviewed and updated annually based on regulation changes and MN Stormwater Manual updates. Encourage designers to explore a variety of structural and non-structural stormwater BMPs through MN Stormwater Manual guidance. Create new stormwater related standard plates/specifications from the City's internal working list. Review and update existing stormwater related standard plates and specifications.
Schedule	Annually
Documentation	Checklist Standard Plates File Location

Target Audience: Local Businesses

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

ACTIVITY/PROGRAM: Identification of High Priority Businesses	
Objectives	Identify high priority businesses/locations to receive targeted education. Focus may be on businesses/locations of past concern, industrial stormwater permit holders and/or business types/locations

	that have a higher potential to generate pollutants as identified in the illicit discharge program priority area assessment.
Schedule	Annually
Documentation	File Location

ACTIVITY/PROGRAM: Deicing Salt Education

Objectives	Distribute de-icing salt educational materials directly to businesses, commercial facilities and institutions as necessary.
Schedule	Annually
Documentation	File Location

Section 4: Annual Evaluation and Documentation

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

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



REVIEW AND REVISE DOCUMENTATION

REVISION #	DATE	AUTHOR	SUMMARY OF CHANGES
0	MAY 2022	JL	2020 ORIGINAL DOCUMENT/PLAN FINALIZED
1	JANUARY 2023	JL	ANNUAL REVIEW AND UPDATE OF DOCUMENT

REVIEWED:

STORMWATER SUSTAINABILITY COORDINATOR

DATE

APPROVED:

CITY ADMINISTRATOR

DATE

6:00 Public Meeting



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: December 15, 2023
RE: 2024 General Fund Budget and Levy

At 6:00 the City Council will hold a public meeting at which time the proposed budget and levy will be discussed and the final budget and levy will be determined.

As a point of clarification, in April of each year the City Council holds the Board of Appeal and Equalization meeting, at which time property owners can ask questions about their proposed property value and property classification. Questions about property value and property classification will need to wait until the Board of Appeal and Equalization meeting which will be held in April of 2024.

The items included for review and consideration by the City Council are the proposed resolution setting the 2024 levy, the memo presented in November of 2023 that summarizes the 2024 general fund budget, and a copy of the proposed 2024 general fund budget.

Also included is a notice from the Houston County Assessor's Office regarding the increase of roughly 25% percent of the total value on homes that were built before 1940. The notice goes on to say that this change has resulted in the older homes taking some of the tax burden away from owners of newer homes.

In addition, the County Assessor indicated that in the City of La Crescent approximately one-third of the properties had their values adjusted, and possibly changed. These homeowners will also see a tax increase as some of the tax burden is taken from homeowners where their values did not change from the previous year.

The action for the City Council to consider at this meeting is as follows:

1. By motion, adopt the 2024 general fund budget.
2. By resolution, set the 2024 final levies. A copy of the levy resolution is included.

RESOLUTION 12-23-53

RESOLUTION MAKING FINAL GENERAL LEVIES FOR COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE CALENDAR YEAR 2024

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

1. It is hereby determined and declared that there shall be and there is hereby levied upon all taxable property within the City for the general purposes of the City, as provided by law, to be collected in the year 2024 as part of the general taxes due and payable in the year 2024 a direct ad valorem tax in the amount of \$2,431,002.00 as provided by State law to be levied and collected in the manner provided by law.
2. Be it also hereby determined and declared that there shall be and there is hereby levied upon taxable property within the City of La Crescent for public library service, a tax in the amount of \$188,520.00 to be collected in the year 2024, as authorized by Minnesota Statutes, Section 134.33 and 134.34.
3. It is hereby found, determined, and declared that the amounts set forth in a column at the right to be levied with taxes to be collected in the calendar year 2024, in conjunction with the various bonds issued and sinking funds described below:

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2024
325	2016A	G.O. Refunding Rec. Fac. Bonds - Aquatic Center	\$196,700.00
327	2016A	G.O. Improvement Bonds - Oak St. Recon.	\$114,000.00
328	2017A	G.O. Equipment Certificates	\$120,700.00
329	2018A	G.O. Improvement Bonds - Streets/Veterans Park	\$144,900.00
330	2019A	G.O. Equipment Certificates - Fire Truck	\$48,000.00
331	2019B	G.O. Improvement Bonds - Street Recon.	\$35,000.00
332	2020A	G.O. Improvement Bonds - HTM	\$178,000.00
333	2020A	G.O. Bonds - Tax Abatement - Ice Arena	\$16,000.00
334	2022A	G.O. Imp. Bonds/Equip. Cert. & CIP Bonds	\$228,300.00
		TOTAL DEBT SERVICE LEVY	\$1,081,600.00

4. Total levy for the City of La Crescent for collection in 2024 is \$3,701,122.00

ADOPTED this 18th day of December 2023.

SIGNED:

Mayor

ATTEST:

City Administrator

Minnesota Legals

Message From the Houston County Assessor Regarding Your 2024 Proposed Taxes

The Houston County Assessor's Office has received quite a few calls over the last couple weeks, regarding the 2024 Proposed Tax Statements that came out recently. A common misconception is that the assessor's office determines taxes and tax amounts. In fact, the assessor's office only determines the class (or use) along with the estimated market value of your home or property. The classification and value of your property only works to set the percentage of the overall tax burden your property is responsible for. The amount of total taxes required to run your county, city, township, fire department, and school comes from board-approved budgets/levies, and voter-approved referendums. These budget/levy amounts are set by the county, city, township, fire department, and school board members. The amounts set by each of these entities, when combined, becomes the tax amount or tax rate.

Each fall, between the end of November and the beginning of December, proposed tax statements are mailed out. These statements show the proposed tax amount, by parcel, for the following year's taxes. These amounts are based on the proposed levies set by your county, city, township, and school boards. Listed on this notice will be any changes to the budget/levy being proposed, compared to the prior year's budget/levy. Also listed are the meeting dates and times for each entity's discussion of their proposed changes. These meetings are the public's chance to ask questions and voice concerns about the changes proposed. After the meetings, each will set their final budget/levy. Once set, these amounts will be used to determine the total amount of money needed, also known as Taxes. Increases in budgets/levies typically result in higher taxes for all property owners in that district. If you wish to voice your questions or concerns regarding tax increases, please attend these meetings.

As noted above, the role of the Assessor's office is to determine your property's class as well as your property's estimated market value. There were two changes this year that may have resulted in an increase in the 2024 proposed taxes for some properties.

First, if your property is enrolled in the Green Acres program, the 13% tax deferral that was applied to tillable land for taxes payable 2023 has been removed for taxes payable 2024. Your land has not been removed from Green Acres; however, the deferral no longer applies. As a result, the taxes owed on your tillable land will be 13% higher than

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they were last year.

Second, if your house was built prior to 1940, a one-time value increase of roughly 25% was applied to the total value of your house. The reason this increase was applied is directly related to the recent sale prices of homes built prior to 1940. Prior to this year, older homes were not fetching the higher-than-usual sale prices we have been seeing in recent years, but the most recent sales study conducted by the Assessor's office shows that older homes are now being purchased for higher amounts. Older homes are now selling for prices closer to those of the newer homes with comparable features. As a result of the 25% value increase on homes built prior to 1940, owners of older homes are taking some of the tax burden away from owners of newer homes.

If you have questions regarding changes to your property's classification, estimated market value, or land programs, please contact the Assessor's office: 507-725-5801. If you have questions or concerns regarding increases to budgets or levies, please attend the meetings listed on the front of your 2024 Proposed Property Taxes.

12/16 LAC 133368

WNAXLP

TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: November 22, 2023
RE: Proposed 2024 General Fund Budget/Levy

Attached for review and consideration by the City Council is the proposed 2024 general fund budget and the adopted resolution that sets the preliminary levy.

The date for the public meeting at which time the proposed budget and levy will be discussed and the final budget and levy is determined is set for 6:00 p.m., on Monday, December 18, 2023. This is the second regular scheduled City Council meeting in December.

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

1. The City Council cannot adopt the 2024 general fund budget until after the public meeting in December.
2. Once the preliminary levy is set, the City Council has the discretion to lower the levy but the City Council cannot increase the preliminary levy.

The proposed 2024 preliminary levy resolution reflects a 5.0% increase. The final total City levy in 2023 was \$3,524,879, and the proposed 2024 levy is \$3,701,122.

For City Council information, in 2023 there have been, or are currently pending, a total of 15 new homes constructed, nine single family homes and three two-unit structures. The total permit valuation in 2023 is approximately \$6,961,000.

For City Council information, the total estimated market value of the City was \$494,337,000 in 2022, and has increased to approximately \$632,981,000 in 2023.

Pages 1 -8 are the revenue portion of the budget. The expenditure portion of the budget starts on page 8 with the Council portion of the budget.

The following is a summary of the proposed 2024 general fund budget:

1. This is the ad valorem tax.
2. This is the City's local government aid for 2024, which is an increase of \$111,443 from 2023 to 2024.
3. This is a proposed transfer from one of the City's tax increment funds.
4. The proposed budget includes funds for the 2024 elections.
5. The proposed budget includes funds to begin converting files and records to an electronic format, and the computer software for park and recreation sign-up to be done on-line.
6. The proposed budget does not include funds for the monthly payment for the purchase of the property at 322 South First Street. The City Council approved the pre-pay of the contract for deed on the property utilizing capital improvement funding from 2022.
7. The proposed budget does include funds for animal control.
8. The proposed budget does not include funds for a street reconstruction project. We are working on a street project for 2024 but do not yet have budget numbers. The project is proposed to be funded entirely utilizing Municipal State Aid funds along with American Rescue Plan funds. The proposed budget does include funds for sidewalk replacement, and approximately 50% of the cost to pave the parking lot at Old Hickory Park.
9. The proposed budget includes funds for a transfer to the ice arena fund, along with a set a side of funds for ongoing building maintenance at the ice arena.
10. A copy of the proposed library budget is attached.

The budget has been modified due to the additional transit funds that the City will be receiving in 2024. The following items are highlighted:

1. On page 10, the discretionary line item has been increased from \$5,000 to \$23,803.
2. On page 12, the capital outlay budget has been increased by \$30,000 to replace computers that are at end of life or are no longer being supported.
3. On page 26, the contracted transit service has been reduced from \$65,000 to \$16,197.

The budget has been modified to include the costs of the lease/purchase of the electric vehicle for the Police Department. The following items are highlighted:

4. On page 2, the State Aid – MnDOT has been increased to \$12,000 to reflect the carbon reduction funds that the City will be receiving in 2024.
5. On page 10, the discretionary line item has been reduced from \$23,803 to \$19,417 to reflect the City's share of the lease/purchase of the vehicle.
6. On page 12, the capital lease principal and interest have been increased to reflect the lease/purchase of the vehicle.

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
GENERAL FUND							
TAXES							
101-31010	CURRENT AD VALOREM TAXES	1,923,667	2,068,910	.00	2,257,010	2,257,010	2,431,002
101-31011	REFUND TAX-ANNEXED-TWNSHP	4,024-	6,029-	.00	4,000-	4,000-	4,000-
101-31050	TAX ABATEMENT	.00	.00	.00	.00	.00	.00
101-31051	EXCESS TIF REVENUE REFUND	.00	.00	.00	.00	.00	.00
101-31410	LODGING TAX - HOTEL/MOTEL	2,894	3,553	3,414	3,000	414-	3,500
101-31810	FRANCHISE FEES-CABLE TV	50,622	49,864	49,784	50,000	216	50,000
101-31900	INT. ON DELINQUENT TAXES	2,220	109	.00	300	300	300
Total TAXES:		1,975,378	2,116,407	53,198	2,306,310	2,253,112	2,480,802
LICENSES & PERMITS							
101-32110	LIQUOR/WINE - ON SALE	4,655	4,375	4,505	4,600	95	4,600
101-32111	LIQUOR OFF SALE	1,350	1,350	750	1,350	600	1,350
101-32112	BEER ON SALE	280	280	560	280	280-	280
101-32113	BEER OFF SALE	.00	.00	300	.00	300-	.00
101-32115	SOFT DRINK LICENSE	.00	.00	.00	.00	.00	.00
101-32116	CIGARETTE LICENSE	135	225	180	180	.00	200
101-32119	GARBAGE PICKUP PERMIT	2,000	2,000	1,500	2,000	500	2,000
101-32160	MASSAGE LICENSE	800	400	500	600	100	300
101-32162	ICE CREAM VENDER LICENSE	.00	.00	.00	.00	.00	.00
101-32210	BUILDING PERMITS (EXC SUR	67,769	70,578	61,269	38,000	23,269-	40,000
101-32211	EXCAVATION PERMITS	1,407	231	316	200	116-	200
101-32212	PLUMBING PERMITS	3,760	3,505	3,825	2,000	1,825-	3,000
101-32213	FENCE PERMITS	390	500	675	255	420-	400
101-32214	DEMOLITION PERMITS	.00	.00	.00	.00	.00	.00
101-32215	SIGN PERMIT	210	105	185	175	10-	150
101-32216	FILL PERMITS	.00	.00	.00	.00	.00	.00
101-32217	CONDITIONAL USE PERMIT	.00	600	250	400	150	300

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-32218	VARIANCE FEE	810	1,080	400	500	100	500
101-32219	MECHANICAL PERMIT	2,780	3,000	3,240	1,500	1,740-	3,000
101-32220	GAS INSTALLERS LICENSE	1,170	1,260	1,305	1,200	105-	1,000
101-32221	SHORT-TERM RENTAL PERMIT FEE	.00	.00	400	.00	400-	.00
101-32240	DOG\MULTIPLE PET LICENSES	325	300	350	325	25-	325
101-32241	DOG LICENSES	5,106	6,611	5,631	5,000	631-	5,000
101-32242	CAT LICENSES	1,328	1,800	1,100	1,200	100	1,000
101-32243	CAT\MULTIPLE PET LICENSES	225	275	200	200	.00	200
101-32244	CHICKEN PERMIT APPLICATION FE	.00	.00	50	.00	50-	.00
101-32260	PEDDLERS PERMIT	50	.00	.00	.00	.00	.00
101-32261	FILING FEES	.00	8	.00	.00	.00	.00
101-32262	HAND GUN PERMITS	.00	.00	2	.00	2-	.00
Total LICENSES & PERMITS:		94,549	98,483	87,493	59,965	27,528-	63,805
INTERGOVERNMENTAL AID							
101-33124	FEDERAL FLOOD RELIEF AID	.00	.00	.00	.00	.00	.00
101-33125	FEDERAL GRANT-TRANSIT	.00	.00	.00	.00	.00	.00
101-33126	FEDERAL OJP VEST AID	.00	981	.00	.00	.00	.00
101-33159	FEDERAL OJP BODY-WORN CAME	.00	.00	.00	.00	.00	.00
101-33160	FEDERAL COPS GRANT FUNDS	.00	.00	.00	.00	.00	.00
101-33161	FEDERAL CARES ACT FUNDS	.00	.00	.00	.00	.00	.00
101-33165	FEDERAL AID-WAGON WHEEL PRO	550,046	452,242	.00	.00	.00	.00
101-33401	LOCAL GOVERNMENT AID	654,615	662,884	.00	684,957	684,957	796,400
101-33402	MARKET VALUE HOMESTEAD CRE	.00	.00	.00	.00	.00	.00
101-33403	STATE MV CREDIT - AGRICULTURA	.00	.00	.00	.00	.00	.00
101-33404	STATE AID-MN DOT	.00	.00	.00	.00	.00	12,000
Budget notes:							
~2024 \$12,000 Tesla Grant							
101-33405	STATE AID-DISASTER CREDIT	.00	.00	.00	.00	.00	.00
101-33416	STATE AID-POLICE TRNG REIMB.	14,425	10,148	.00	11,000	11,000	11,000

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-33418	STATE AID FOR STREET MAINT.	57,179	65,588	.00	63,000	63,000	64,000
Budget notes: 25% of allotted MSA Funding							
101-33419	STATE AID FOR STREET CONST.	.00	.00	.00	.00	.00	.00
101-33420	STATE FIRE DEPT AID	41,802	43,006	.00	35,000	35,000	35,000
Budget notes: Pass-thru to Firefighters Relief Assoc.(comes in Oct)							
101-33424	STATE FLOOD RELIEF AID	.00	.00	.00	.00	.00	.00
101-33425	STATE PERA AID	.00	.00	.00	.00	.00	.00
101-33427	STATE - MPO - WAGON WHEEL	.00	2,850	.00	.00	.00	.00
101-33428	STATE POLICE AID & GRANTS	73,541	75,264	.00	70,000	70,000	74,000
Budget notes: Funding comes in October							
101-33429	STATE OF MN-ELECTION FUNDING	.00	.00	.00	.00	.00	.00
101-33430	STATE TRANSIT FUNDING	192,834	229,969	98,580	224,330	125,750	225,000
Budget notes: Pass-thru to City of La Crosse - MTU							
101-33432	STATE AID - WAGON WHEEL PROJ.	890,021	1,553,274	.00	.00	.00	.00
Budget notes: ~2021 PHASE 3 - PEDESTRIAN BRIDGE ~2022 PHASE 3 - PEDESTRIAN BRIDGE							
101-33433	STATE-MNDOT LANDSCAPE PARTN	8,000	5,429	.00	8,000	8,000	8,000
101-33434	STATE GRANT-MN DOT PROJECT	.00	230,143	.00	.00	.00	.00
101-33435	STATE AID-LOCAL PERFORMANCE	.00	.00	.00	.00	.00	.00
101-33436	STATE OF MN-DNR-WAGON WHEEL	.00	.00	.00	.00	.00	.00
Budget notes: ~2021 WAGON WHEEL PHASE 1 FINAL PAVING GRANT 75% ~2022 \$86,210 - WAGON WHEEL PHASE 1 FINAL PAVING GRANT 75% \$128,106 - WEST CHANNEL BOAT LANDING ROAD (see 101-43100-403 for expenses)							
101-33437	STATE GRANT - MPCA	790	.00	.00	.00	.00	.00
Budget notes: ~2021 Alternative Landscaping Equipment Grant							
101-33438	STATE GRANT-COMM. OF COMMER	.00	.00	.00	.00	.00	.00
101-33624	HO. CO. PD ASSISTANCE AID	2,481	2,088	1,341	.00	1,341-	1,500
101-33625	HO. CO. - SHIP GRANT FUNDING	8,077	6,077	3,303	4,000	697	4,000
101-33626	HO. CO.-CONSTRUCTION PROJ AID	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-33640	ISD #300 AID - PEDESTRIAN XING	.00	.00	.00	.00	.00	.00
101-33641	GRANT-SO MN INITIATIVE FOUNDA	.00	.00	.00	.00	.00	.00
Total INTERGOVERNMENTAL AID:		2,493,811	3,339,942	103,225	1,100,287	997,062	1,230,900
PUBLIC CHARGES FOR SERVICE							
101-34102	RECORDING OF LEGAL INSTRU	838	92	.00	.00	.00	.00
101-34103	ZONING & SUBDIVISION FEES	950	200	650	200	450-	200
101-34105	SALE OF MAPS & PUBLICATIONS	.00	.00	.00	.00	.00	.00
101-34110	PLAN CHECK FEES	23,135	23,546	21,284	15,000	6,284-	17,500
101-34112	COPY & FAX CHARGES	2	11	54	.00	54-	.00
101-34113	SITE PLANNING FEE	.00	.00	.00	.00	.00	.00
101-34114	ANNEXATION FILING FEE	.00	.00	.00	.00	.00	.00
101-34115	INVESTIGATION FEE-BLDG/ZNG	.00	152	50	.00	50-	.00
101-34201	SPECIAL POLICE SERVICES	1,728	669	147-	500	647	500
101-34202	ISD#300 POLICE LIASON FUNDING	.00	.00	.00	.00	.00	.00
101-34203	ACCIDENT/DRIVING RECORDS/CD'	57	40	16	50	34	.00
101-34204	FINGERPRINTING/BACKGRND FEE	3,920	3,295	3,105	4,000	895	3,000
101-34205	TRANSCRIPTION SERVICES	.00	.00	.00	.00	.00	.00
101-34206	POLICE NSF COLLECTION SERVIC	56	60	.00	.00	.00	.00
101-34302	STREET & STREET SIGN REPAIRS	22,145	.00	.00	.00	.00	.00
101-34303	STREET SWEEPING	2,955	2,700	.00	2,000	2,000	2,000
101-34304	SNOW REMOVAL	.00	400	.00	.00	.00	.00
101-34305	VEHICLE IMPOUND	350	445	200	.00	200-	.00
101-34306	TRANSPORTATION PLAN REVENUE	.00	.00	.00	.00	.00	.00
101-34405	WEED CUTTING,CONTROL, MOW	968	2,200	.00	200	200	200
101-34409	BRUSH SITE USAGE FEE-TOWNHSI	2,000	2,000	.00	2,000	2,000	2,000
101-34718	POOL SOFT DRINK REBATE	.00	.00	.00	.00	.00	.00
101-34719	SWIMMING POOL ADMISSIONS	50,332	49,868	53,317	48,000	5,317-	48,000
101-34720	POOL MEMBERSHIPS-FAMILY-CITY	24,721	24,080	26,864	24,000	2,864-	24,000

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-34721	POOL MEMBERSHIPS-SINGLE-CITY	2,676	3,808	3,322	3,500	178	3,500
101-34722	CONCESSIONS - POOL	19,323	25,678	29,200	24,000	5,200-	24,000
101-34723	SWIM POOL ID PICTURES	.00	.00	.00	.00	.00	.00
101-34724	BASEBALL PROGRAM - CITY	2,433	2,508	2,096	2,300	204	2,300
101-34725	SOFTBALL PROGRAM - CITY	1,198	1,469	1,170	1,300	130	1,300
101-34726	GYMNASTICS LESSONS - CITY	.00	.00	.00	.00	.00	.00
101-34727	SWIMMING LESSONS - CITY	15,120	13,585	15,130	12,000	3,130-	12,000
101-34728	TENNIS LESSONS - CITY	2,510	2,640	2,920	2,400	520-	2,400
101-34729	TOWNSHIP FEES	17,628	22,610	.00	17,000	17,000	19,000
101-34731	GOLF LESSONS - CITY	1,990	1,730	2,030	1,500	530-	1,500
101-34732	BASKETBALL LESSONS - CITY	1,360	1,890	1,510	1,500	10-	1,500
101-34733	VOLLEYBALL LESSONS - CITY	1,200	1,180	1,220	1,000	220-	1,000
101-34734	YOUTH TRIATHLON ENTRY FEE	.00	.00	.00	.00	.00	.00
101-34736	BASEBALL PROGRAM - TOWNSHIP	599	636	487	600	113	600
101-34737	SOFTBALL PROGRAM - TOWNSHIP	449	262	112	200	88	200
101-34738	GOLF LESSONS - TOWNSHIP	880	480	450	350	100-	450
101-34739	VOLLEYBALL LESSONS - TOWNSHI	352	450	240	350	110	400
101-34740	BASKETBALL LESSONS - TOWNSHI	800	580	450	500	50	500
101-34741	SWIMMING LESSONS - TOWNSHIP	6,169	5,600	6,135	5,000	1,135-	5,000
101-34742	POOL MEMB. - FAMILY - TOWNSHIP	7,200	5,956	6,124	5,000	1,124-	5,000
101-34743	POOL MEMB. - SINGLE - TOWNSHIP	669	828	646	600	46-	600
101-34744	TENNIS LESSONS - TOWNSHIP	760	520	680	500	180-	500
101-34745	BASEBALL PROGRAM - OTHER	421	473	725	400	325-	400
101-34746	SOFTBALL PROGRAM - OTHER	211	346	220	200	20-	200
101-34747	GOLF LESSONS - OTHER	945	915	870	800	70-	800
101-34748	VOLLEYBALL LESSONS-OTHER	360	325	85	300	215	300
101-34749	BASKETBALL LESSONS - OTHER	315	630	235	450	215	500
101-34750	SWIMMING LESSONS - OTHER	7,625	9,810	5,715	7,500	1,785	8,000

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-34751	POOL MEMB. - FAMILY - OTHER	6,878	5,773	5,408	5,500	92	5,500
101-34752	POOL MEMB. - SINGLE - OTHER	1,432	1,179	1,642	1,000	642-	1,200
101-34753	TENNIS LESSONS - OTHER	450	405	360	350	10-	350
101-34754	LOG ROLLING LESSONS - CITY	520	560	480	500	20	500
101-34755	LOG ROLLING LESSONS - TOWNSH	200	160	200	100	100-	100
101-34756	LOG ROLLING LESSONS - OTHER	.00	45	225	45	180-	150
101-34757	SWIM TEAM - CITY	711	1,095	823	800	23-	800
101-34758	SWIM TEAM - TOWNSHIP	524	346	430	300	130-	300
101-34759	SWIM TEAM - OTHER	84	168	337	100	237-	100
101-34780	PARK USE FEES	2,569	3,961	9,343	2,500	6,843-	7,500
101-34781	DONATIONS	.00	.00	.00	.00	.00	.00
101-34950	SEMINAR REGIST FEES-BLDG/ZNG	.00	.00	.00	.00	.00	.00
Total PUBLIC CHARGES FOR SERVICE:		240,717	228,360	206,413	196,395	10,018-	205,850
FINES & FORFEITURES							
101-35101	COURT FINES	13,651	18,564	.00	13,000	13,000	13,000
101-35102	PARKING FINES	40	20	180	.00	180-	.00
101-35103	ADMINISTRATIVE COMPLAINT	.00	.00	.00	.00	.00	.00
101-35104	ANIMAL CONTROL PICKUP FEE	.00	.00	.00	.00	.00	.00
101-35105	ANIMAL CONTROL KENNEL BOA	.00	.00	.00	.00	.00	.00
101-35107	RESTITUTION-COURT ORDERED	2,763	135	.00	.00	.00	.00
101-35108	PROSECUTION FEES	600	.00	.00	.00	.00	.00
101-35200	FORFEITURES-POLICE DEPT	.00	.00	.00	.00	.00	.00
Budget notes: MN Surplus Auction							
Total FINES & FORFEITURES:		17,053	18,718	180	13,000	12,820	13,000
SPECIAL ASSESSMENTS							
101-36101	SPECIAL ASSESSMENTS-ALLEYS&	1,765	35,655	.00	.00	.00	.00
101-36102	SPECIAL ASSMTS - INTEREST	432	1,798	.00	.00	.00	.00
101-36103	SPECIAL ASSMTS-STORM WATER	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-36104	PAYMENT IN LIEU OF SPEC ASSMT	9,000	.00	.00	.00	.00	.00
101-36200	MISCELLANEOUS REVENUE	244	1,977	18,553	.00	18,553-	.00
101-36201	UNCLAIMED PROPERTY	.00	219	.00	.00	.00	.00
101-36202	BAD CHECK CHARGE	.00	.00	110	.00	110-	.00
101-36210	INTEREST ON INVESTMENTS	13,584	10,449	515-	8,000	8,515	10,000
101-36211	MARKET VALUE ADJUSTMENT	.00	.00	.00	.00	.00	.00
101-36220	LAND LEASE PAYMENTS	3,945	4,064	.00	4,186	4,186	4,186
101-36221	RENTAL PROPERTY - HOUSE	.00	.00	.00	.00	.00	.00
101-36222	SOLAR RENTAL - MAINT/ANIMAL	150	250	350	150	200-	150
Budget notes:							
Annual Solar Equipment & Roof Rental							
101-36230	CONTRIB./DONATIONS-PRIVATE	33,292	6,348	10,000	.00	10,000-	.00
101-36232	WELLNESS INCENTIVE PROG-SSC	.00	.00	.00	.00	.00	.00
Budget notes:							
Pass-thru funding from Southeast Service Cooperative (see Expense Acct. 101-41400-210)							
101-36233	CONTRIBUTIONS EDA PROJECTS	354	.00	.00	.00	.00	.00
101-36234	GRANTS/REBATES-GREEN STEPS	10,042	3,809	.00	.00	.00	.00
Budget notes:							
~2021 \$10,042.19 - Xcel Energy Fleet Electrification Advisory Program							
101-36235	GRANT FUNDS-USTA	.00	.00	.00	.00	.00	.00
101-36236	NEIGHBORS NIGHT OUT DONATIO	2,375	2,350	4,226	2,000	2,226-	2,000
101-36240	INSURANCE REBATE, DIVIDEN	22,161	13,770	30-	5,000	5,030	10,000
101-36241	INSURANCE REIMBURSEMENT	5,092	118	36	.00	36-	.00
101-36242	FEDERAL EXCISE TAX REFUND	352	246	.00	300	300	300
101-36243	CAPITAL CR.-ACE TELEPHONE	1,836	1,816	1,676	1,500	176-	1,500
Budget notes:							
Est. - Board meets last Wed. in October (pymt usually comes Nov)							
101-36244	SESQUECENTENIAL REVENUES	.00	.00	.00	.00	.00	.00
101-36330	GRANTS - PRIVATE,- OTHER	.00	68,400	.00	.00	.00	.00
Total SPECIAL ASSESSMENTS:		104,623	151,270	34,406	21,136	13,270-	28,136

MISCELLANEOUS REVENUE

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-37160	PENALTIES	28	35	.00	.00	.00	.00
101-37325	DISPOSAL USAGE FEE-TWNSHP	.00	.00	.00	.00	.00	.00
101-37920	VENDING MACHINE REVENUE	207	.00	.00	.00	.00	.00
Total MISCELLANEOUS REVENUE:		235	35	.00	.00	.00	.00
OTHER FINANCING SOURCES							
101-39101	SALE OF GENERAL FIXED ASS	46,594	11,667	11,667	.00	11,667-	.00
101-39200	INTERFUND OPER. TRANSFERS	.00	.00	.00	.00	.00	.00
101-39201	TRANSFER FROM CAPITAL PROJ.	.00	524,328	.00	.00	.00	.00
101-39202	CONTRIBUTION FROM ENTERPR	.00	.00	.00	.00	.00	.00
101-39203	TRANSFER FROM SPEC REV FUND	.00	.00	.00	125,000	125,000	60,000
101-39204	TRANSFER FROM DEBT SERV.	.00	.00	.00	.00	.00	.00
101-39300	BOND PROCEEDS	.00	.00	.00	.00	.00	.00
Budget notes: ~2022 GO Imp. Street Reconstruction Bonds							
101-39301	NOTE PROCEEDS	135,000	.00	.00	.00	.00	.00
Total OTHER FINANCING SOURCES:		181,594	535,994	11,667	125,000	113,333	60,000
COUNCIL							
COUNCIL							
101-41100-101	WAGES & SALARIES-REGULAR	25,200	25,200	27,250	31,200	3,950	32,700
Budget notes: \$625/Month Mayor \$525/Month Council							
101-41100-119	TECHNOLOGY ALLOWANCE	750	750	750	750	.00	750
101-41100-121	FICA CONTIBUTIONS	1,985	1,985	2,303	2,450	147	2,510
Budget notes: 7.65%							
101-41100-122	PERA CONTRIBUTIONS	1,020	1,020	1,185	1,260	75	1,635
Budget notes: 5%							
101-41100-210	OPERATING SUPPLIES	.00	1,211	207	500	293	500
101-41100-220	CITY BRANDING EXPENSES	.00	.00	.00	.00	.00	.00
101-41100-300	PROFESSIONAL SERVICES	58,723	83,422	101,323	84,500	16,823-	89,500
Budget notes: ~2021 \$3,500 Houston County Victim Services \$16,000 Community Development Services							

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
	\$28,000 Sustainability Coord Services						
	\$2,040 Bluffland Coalition						
	~2022 \$3,500 Houston County Victim Services						
	\$16,000 Community Development Services						
	\$45,000 Sustainability Coord Services						
	~2023 \$3,500 Houston County Victim Services						
	\$34,000 Community Development Services						
	\$47,000 Sustainability Coord Services						
	~2024 \$3,500 Houston County Victim Services						
	\$36,000 Community Development Services						
	\$50,000 Sustainability Coord Services						
101-41100-310	OTHER CONTRACTED SERVICES	.00	2,000	2,039	.00	2,039-	.00
101-41100-331	TRAVEL EXPENSE	723	1,940	2,795	1,500	1,295-	1,500
101-41100-350	PRINTING & PUBLISHING	155	182	242	100	142-	100
101-41100-360	INSURANCE	.00	.00	.00	.00	.00	.00
Budget notes:							
	Workers' Comp						
101-41100-430	MISCELLANEOUS	.00	.00	170	.00	170-	.00
101-41100-432	UNCOLLECTIBLE ACCOUNTS	.00	883	.00	.00	.00	.00
101-41100-433	DUES AND SUBSCRIPTIONS	19,250	18,430	9,838	23,058	13,220	38,634
Budget notes:							
	~2021 \$5,700 - LMC						
	\$2,800 - LAPC - La Crosse County Treasurer						
	\$1,600 - LADCO						
	\$9,202 - GCMC - Dues Assmts						
	\$40 - SEMLM						
	\$30 - LMC Mayors Assoc. Dues						
	\$225 - MN Public Transit						
	\$3,000 - Discretionary						
	~2022 \$5,942 - LMC						
	\$2,800 - LAPC - La Crosse County Treasurer						
	\$1,600 - LADCO						
	\$9,221 - GCMC - Dues Assmts						
	\$40 - SEMLM						
	\$30 - LMC Mayors Assoc. Dues						
	\$225 - MN Public Transit						
	\$3,000 - Discretionary						
	~2023 \$350 Metro Watershed						
	\$6,400 - LMC						
	\$2,066 - LAPC - La Crosse County Treasurer						
	\$9,572 - GCMC - Dues Assmts						
	\$40 - SEMLM						
	\$30 - LMC Mayors Assoc. Dues						
	\$4,600 - Discretionary						
	~2024 \$350 Metro Watershed						
	\$6,720 LCM						
	\$2,150 LAPC						
	\$9,926 GCMC						
	\$40 SEMLM						
	\$30 LMC Mayor						

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
\$19,417.84 Discretionary							
101-41100-490	DONATIONS TO OTHER PROG.	.00	.00	.00	.00	.00	.00
Budget notes: Pass-Thru American Legion Donations							
101-41100-491	2% FIRE RELIEF ASSOC PYMT	41,802	43,006	49,263	35,000	14,263-	35,000
Budget notes: Pass-Thru from State to Relief Association (see 101-33420)							
101-41100-492	TAX ABATEMENT PAYMENTS	3,594	.00	.00	.00	.00	.00
Budget notes: Walnut Street Properties							
101-41100-720	OPERATING TRANSFER	.00	.00	.00	.00	.00	.00
Total COUNCIL:		153,202	180,029	197,364	180,318	17,046-	202,829
CITY CLERK							
101-41400-101	WAGES & SALARIES-REGULAR	125,497	142,009	122,969	153,504	30,535	165,000
101-41400-102	WAGES & SALARIES-OT	.00	1,460	1,826	500	1,326-	1,000
101-41400-111	SEVERANCE PAY-CLERK	.00	38,190	.00	.00	.00	.00
101-41400-121	FICA CONTRIBUTIONS	9,208	11,256	9,690	11,780	2,090	12,700
Budget notes: 7.65%							
101-41400-122	PERA CONTRIBUTIONS	8,763	10,041	8,506	11,550	3,044	12,375
Budget notes: 7.5%							
101-41400-131	EMPLOYER PAID HEALTH INS.	23,155	26,483	2,705-	21,300	24,005	25,000
101-41400-152	WC BENEFITS	628	.00	.00	1,000	1,000	1,000
101-41400-200	OFFICE SUPPLIES	5,456	9,950	10,297	7,000	3,297-	8,000
101-41400-210	WELLNESS INCENTIVE PROG-SSC	.00	.00	.00	.00	.00	.00
Budget notes: Pass-thru funding from Southeast Service Cooperative (see Revenue Acct. 101-36232)							
101-41400-300	PROFESSIONAL SERVICES	9,438	11,477	5,123	9,000	3,877	10,000
101-41400-301	ACCTG & AUDITING SERVICES	16,984	17,500	19,786	17,500	2,286-	18,000
Budget notes: Winona County Assmt. Fees Annual City Audit Fees							
101-41400-310	OTHER CONTRACTED SERVICES	7,929	9,707	19,220	21,300	2,080	25,000
Budget notes: Computer Support							

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
Copy Mach. Maint							
~2023 \$12,300 Document Management Services							
~2024 \$14,000 Document Management Services							
101-41400-321	TELEPHONE	4,993	4,825	4,564	5,000	436	5,200
101-41400-322	POSTAGE	1,992	2,023	2,103	1,600	503-	2,000
101-41400-325	NEWSLETTER	130	108	190	200	10	500
101-41400-331	TRAVEL EXPENSE	561	1,433	2,405	1,500	905-	2,000
101-41400-350	PRINTING & PUBLISHING	778	261	722	600	122-	700
101-41400-360	INSURANCE	125,574	141,148	.00	120,000	120,000	125,000
101-41400-365	ACA TRP FEE	.00	.00	.00	.00	.00	.00
101-41400-404	REPAIR/MAINT-EQUIPMENT	.00	.00	.00	.00	.00	.00
101-41400-406	REPAIR/MAINT-COMPUTERS	.00	.00	.00	500	500	500
101-41400-430	MISCELLANEOUS	.00	.00	285	.00	285-	.00
101-41400-431	CASH OVER/SHORT	50	.00	.00	.00	.00	.00
101-41400-433	DUES AND SUBSCRIPTIONS	2,163	2,289	2,724	2,500	224-	2,500
101-41400-437	PROPERTY TAX EXPENSE	6,794	2,012	.00	2,100	2,100	2,100
101-41400-490	DONATIONS TO OTHER PROG.	.00	.00	.00	.00	.00	.00
Budget notes:							
Pass-Thru							
Total CITY CLERK:		350,093	432,171	207,705	388,434	180,729	418,575
ELECTIONS							
101-41410-101	WAGES & SALARIES-REGULAR	.00	13,061	.00	.00	.00	13,100
101-41410-218	SAFETY EQUIPMENT & STRUCTUR	.00	.00	.00	.00	.00	.00
101-41410-331	TRAVEL & TRAINING EXPENSE	.00	2,383	.00	.00	.00	2,400
Budget notes:							
Mileage & Meals							
101-41410-350	PRINTING & PUBLISHING	.00	763	.00	.00	.00	800
Budget notes:							
Ballots & Notices in Paper							
101-41410-430	MISCELLANEOUS	.00	328	.00	.00	.00	350
Budget notes:							
Meals							
Total ELECTIONS:		.00	16,535	.00	.00	.00	16,650

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
LEGAL SERVICES							
101-41600-304	LEGAL SERVICES-CITY CLERK	19,599	15,238	21,641	19,000	2,641-	20,000
101-41600-305	LEGAL SERVICES-POLICE DEPT.	44,441	46,058	49,489	42,000	7,489-	40,000
101-41600-306	LEGAL SERVICES-BLDG & ZONING	19,599	15,238	21,641	19,000	2,641-	20,000
101-41600-308	LEGAL SERVICES-COUNCIL	20,004	15,238	21,641	19,000	2,641-	20,000
Total LEGAL SERVICES:		103,642	91,773	114,413	99,000	15,413-	100,000
CAPITAL OUTLAY							
101-41700-510	C.O.-LAND & LAND IMPROVEMENT	194,567	.00	.00	.00	.00	.00
101-41700-520	C.O.-BLDGS & STRUCTURES	194,713	5,910	9,637	.00	9,637-	.00
101-41700-521	C.O.-SWIMMING POOL	.00	.00	.00	.00	.00	.00
101-41700-540	C.O.-HEAVY MACHINERY	.00	.00	.00	.00	.00	.00
101-41700-550	C.O.-MOTOR VEHICLES	.00	4,987	151,037	.00	151,037-	.00
101-41700-570	C.O.-OFFICE EQUIP & FURNISHING	.00	2,525	10,767	.00	10,767-	.00
101-41700-575	C.O.-COMPUTER EQUIPMENT	.00	9,460	10,638	.00	10,638-	30,000
101-41700-576	C.O.-COMPUTER SOFTWARE	.00	.00	942	.00	942-	35,000
Budget notes: ~2024 \$15,000 Park & Rec Signup \$20,000 Electronic Records Management							
101-41700-579	C.O.-RADIO/COMMUNICATION	.00	.00	.00	.00	.00	.00
101-41700-580	C.O.-OTHER EQUIPMENT	2,096	700	48,314	.00	48,314-	.00
101-41700-602	CAPITAL LEASE PRINCIPAL	20,782	25,810	22,259	26,794	4,535	10,926
Budget notes: ~2022 VSC Note - 332 South 1st Street Property ~2024 PD Lease - Tesla City Share							
101-41700-612	LONG TERM OBLIGATION INT.	3,928	3,843	2,452	2,858	406	5,459
Budget notes: ~2022 VSC Note - 332 South 1st Street Property ~2024 PD Lease - Tesla City Share							
Total CAPITAL OUTLAY:		416,086	53,235	256,047	29,652	226,395-	81,385
CITY HALL							
101-41900-103	WAGES & SALARIES-PT	.00	.00	.00	.00	.00	.00
101-41900-121	FICA CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
Budget notes: 7.65%							

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-41900-122	PERA CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
101-41900-131	EMPLOYER PAID HEALTH INS.	.00	.00	.00	.00	.00	.00
101-41900-211	CLEANING SUPPLIES	2,890	2,814	3,578	3,000	578-	3,000
101-41900-218	SAFETY EQUIPMENT AND SUPPLIE	26	.00	.00	250	250	250
101-41900-240	SMALL TOOLS & MINOR EQUIP.	.00	8	35	50	15	50
101-41900-310	CONTRACTED SERVICES	10,872	16,783	16,050	10,000	6,050-	12,000
Budget notes:							
City Hall Cleaning & Pest Control Services							
101-41900-350	PRINTING & PUBLISHING	.00	.00	.00	.00	.00	.00
101-41900-381	UTILITIES-ELECTRIC	6,214	7,117	5,795	7,800	2,005	7,500
101-41900-383	UTILITIES-GAS	2,398	3,291	1,904	4,000	2,096	3,500
101-41900-401	REPAIR/MAINT-BUILDINGS	607	15,327	10,453	5,000	5,453-	5,000
101-41900-404	REPAIR/MAINT-EQUIPMENT	750	569	337	750	413	750
101-41900-415	RENTALS-OTHER EQUIPMENT	479	1,411	439	600	161	600
Budget notes:							
Water Cooler							
101-41900-430	MISCELLANEOUS	49	158	181	200	19	200
Total CITY HALL:		24,285	47,478	38,772	31,650	7,122-	32,850
POLICE DEPARTMENT							
POLICE DEPARTMENT							
101-42100-101	WAGES & SALARIES-OFFICERS	600,422	572,761	569,189	644,800	75,611	670,600
101-42100-102	WAGES & SALARIES-OT	21,596	41,738	34,623	20,000	14,623-	25,000
101-42100-103	WAGES & SALARIES-PT	33,351	5,854	7,703	18,000	10,297	18,800
101-42100-104	WAGES-POLICE RESERVES	9,188	9,829	9,552	10,000	448	10,500
101-42100-105	WAGES & SALARIES-CLERICAL	47,118	48,360	45,375	61,400	16,026	64,000
101-42100-106	HOLIDAY PAY	19,290	17,980	20,092	22,000	1,908	24,000
101-42100-111	SEVERANCE PAY-PD	36,960	10,412	6,382	.00	6,382-	.00
101-42100-112	AMMUNITION ALLOWANCE	3,171	3,189	3,788	6,000	2,212	6,000
101-42100-113	UNIFORM ALLOWANCE	11,977	12,645	5,425	6,200	775	6,975
Budget notes:							
~2021 - 8 Officers @ \$775 each							
~2022 - 8 Officers @ \$775 each							
~2023 - 8 Officers @ \$775 each							

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
~2024 9 Officers @\$775 Each							
101-42100-115	GUN ALLOWANCE	.00	.00	1,275	850	425-	850
Budget notes:							
~2021 - 1 Gun @ \$425							
~2022 - 1 Gun @ \$425							
~2023 - 2 Guns @ \$425							
~2024 2 Guns @\$425							
101-42100-121	FICA CONTRIBUTIONS	14,644	13,958	14,577	15,780	1,203	16,480
Budget notes:							
1.45% - Chief and Officers							
7.65% - Secretary & Reserves							
101-42100-122	PERA CONTRIBUTIONS	117,516	109,749	110,827	129,360	18,533	134,535
Budget notes:							
17.7% Chief & Police Officers							
7.5% Clerical							
101-42100-131	EMPLOYER PAID HEALTH INS.	90,665	78,743	42,879	46,800	3,921	60,000
101-42100-132	EMPLOYER PD PERA DISAB INS	.00	.00	.00	5,000	5,000	5,000
101-42100-142	UNEMPLOY COMP BENEFITS	.00	148	81	.00	81-	.00
101-42100-152	WORKERS COMP BENEFITS	2,456	18-	1,236	1,000	236-	1,000
101-42100-200	OFFICE SUPPLIES	2,564	2,963	3,991	3,000	991-	3,000
101-42100-207	NEIGHBORS NIGHT OUT EXPENSE	3,376	3,544	5,728	4,000	1,728-	4,000
101-42100-210	OPERATING SUPPLIES	774	2,522	1,588	2,000	412	2,000
101-42100-212	MOTOR FUELS/LUBRICANTS	17,158	22,442	18,957	20,000	1,043	20,000
101-42100-217	UNIFORMS - POLICE RESERVES	1,122	1,679	4,579	2,000	2,579-	2,000
101-42100-218	SAFETY EQUIPMENT	5,517	150	337	3,000	2,663	3,000
101-42100-240	SMALL TOOLS & MINOR EQUIPMEN	923	.00	406	500	94	500
101-42100-300	PROFESSIONAL SERVICES	1,336	3,661	5,647	2,000	3,647-	2,000
101-42100-310	CONTRACTED SERVICES	21,177	13,042	6,180	23,400	17,220	20,000
Budget notes:							
Software Support & Managed Print Service							
101-42100-321	TELEPHONE	11,820	10,577	9,156	12,000	2,844	12,000
101-42100-322	POSTAGE	326	286	252	300	48	300
101-42100-331	TRAVEL EXPENSE	9,102	15,348	15,610	10,000	5,610-	10,000
101-42100-350	PRINTING & PUBLISHING	.00	.00	477	.00	477-	200
101-42100-404	REPAIR/MAINT-EQUIPMENT	4,804	2,659	1,401	3,000	1,599	3,000

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-42100-405	REPAIR/MAINT-VEHICLES	13,700	10,514	10,357	10,000	357-	10,000
101-42100-406	REPAIRS/MAINT-COMPUTERS	736	.00	32	500	468	500
101-42100-415	RENTALS-OTHER EQUIPMENT	479	479	439	500	61	500
101-42100-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
101-42100-433	DUES AND SUBSCRIPTIONS	1,265	1,022	7,293	1,500	5,793-	7,000
101-42100-580	POLICE - CAPITAL EQUIP.	.00	.00	.00	.00	.00	.00
Total POLICE DEPARTMENT:		1,104,533	1,016,236	965,434	1,084,890	119,456	1,143,740
FIRE DEPARTMENT							
101-42200-720	OPERATING TRANSFER	218,338	185,591	.00	253,344	253,344	225,000
Budget notes:							
City Share of Fire Dept. Budget							
Total FIRE DEPARTMENT:		218,338	185,591	.00	253,344	253,344	225,000
BUILDING/ZONING							
101-42400-101	WAGES & SALARIES-REGULAR	30,877	31,587	39,295	50,876	11,581	66,060
Budget notes:							
~2022 50% of New Position - 4 months							
101-42400-102	WAGES & SALARIES-OT	209	10	10	500	490	500
101-42400-103	WAGES & SALARIES-PT	2,050	2,350	.00	4,200	4,200	2,500
Budget notes:							
- Planning Commission Members \$50/meeting							
101-42400-111	SEVERANCE PAY-BLDG/ZONING	.00	.00	.00	.00	.00	.00
101-42400-119	TECHNOLOGY ALLOWANCE	1,000	1,000	125	1,000	875	1,000
101-42400-121	FICA CONTRIBUTIONS	2,592	2,663	3,108	4,328	1,220	5,055
Budget notes:							
7.65%							
101-42400-122	PERA CONTRIBUTIONS	2,006	2,058	2,624	3,853	1,229	5,000
Budget notes:							
7.5%							
101-42400-131	EMPLOYER PAID HEALTH INS.	.00	.00	.00	.00	.00	.00
101-42400-152	WORKERS COMP BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-42400-200	OFFICE SUPPLIES	1,474	1,492	2,185	1,000	1,185-	1,000
101-42400-207	TRAINING & INSTRUCTIONAL COST	.00	.00	.00	.00	.00	.00
101-42400-212	MOTOR FUELS/LUBRICANTS	1,088	798	1,116	1,000	116-	2,000

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-42400-217	UNIFORMS	.00	125	346	150	196-	150
101-42400-220	GENERAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	.00	.00
101-42400-240	SMALL TOOLS & MINOR EQUIP.	86	56	50	100	50	100
101-42400-300	PROFESSIONAL SERVICES	392	184	199	500	301	500
101-42400-303	ENGINEERING FEES	2,113	.00	2,038	1,000	1,038-	1,000
101-42400-310	CONTRACTED SERVICES	8,734	6,587	12,943	6,900	6,043-	6,000
Budget notes:							
~2021 \$2,500 - Permit Software Annual Fee							
\$1,800 - Computer Support							
\$1,300 - Managed Print Service							
\$400 - Misc. Services							
~2022 \$2,900 - Permit Software Annual Fee							
\$2,000 - Computer Support							
\$1,300 - Managed Print Service							
\$400 - Misc. Services							
~2023 \$3,100 Permit Software Annual Fee							
\$2,400 Computer Support & Duo Authentication							
\$1,400 Managed Print Service							
~2024 \$3,400 Permit Software Annual Fee							
Computer Support							
Misc Services							
101-42400-311	PLANNING COMM. MTGS	.00	.00	.00	.00	.00	.00
101-42400-321	TELEPHONE	1,646	1,819	2,092	1,700	392-	3,400
101-42400-322	POSTAGE	308	210	168	300	132	300
101-42400-331	TRAVEL EXPENSE	219	1,014	687	1,000	313	1,500
101-42400-350	PRINTING & PUBLISHING	389	442	664	750	86	750
101-42400-404	REPAIR/MAINT-EQUIPMENT	.00	.00	40	.00	40-	.00
101-42400-405	REPAIR/MAINT-VEHICLES	209	167	1,032	1,000	32-	2,000
101-42400-406	REPAIR/MAINT-COMPUTERS	.00	.00	.00	200	200	.00
101-42400-409	SCDP - DEED GRANT EXPENSES	.00	.00	.00	.00	.00	.00
101-42400-433	DUES AND SUBSCRIPTIONS	210	341	645	1,000	355	1,000
Total BUILDING/ZONING:		55,602	52,903	69,368	82,357	12,989	100,815
EMERGENCY SERVICES							
101-42500-200	OFFICE SUPPLIES	.00	.00	.00	.00	.00	1,000

Budget notes:

~2024 Heart Safe Promo Products

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-42500-321	TELEPHONE	.00	.00	.00	.00	.00	.00
101-42500-322	POSTAGE	.00	.00	.00	.00	.00	.00
101-42500-331	TRAVEL & TRAINING EXPENSE	.00	.00	.00	.00	.00	.00
101-42500-403	2007 FLOOD EXPENSES	.00	.00	.00	.00	.00	.00
101-42500-404	REPAIR/MAINT-EQUIPMENT	1,312	1,433	4,105	2,000	2,105-	2,000
Budget notes:							
Sirens, Boat & UTV Repairs							
101-42500-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
Total EMERGENCY SERVICES:		1,312	1,433	4,105	2,000	2,105-	3,000
ANIMAL CONTROL							
101-42700-210	OPERATING SUPPLIES	161	214	280	200	80-	200
101-42700-310	CONTRACTED SERVICES	6,000	5,600	3,500	7,500	4,000	6,000
101-42700-322	POSTAGE	44	143	57	250	193	200
Budget notes:							
Animal Licensing Notices							
101-42700-381	UTILITIES-ELECTRIC-ANIMAL	1,848	2,915	2,171	4,000	1,829	4,000
101-42700-382	UTILITIES-WATER/SEWER-ANIMAL	831	1,067	1,133	1,000	133-	1,000
101-42700-383	GAS UTILITIES - ANIMAL SHELTER	1,071	1,417	1,061	1,400	339	1,500
101-42700-384	REFUSE DISPOSAL-ANIMAL SHELTER	890	890	816	1,100	284	1,100
101-42700-401	REPAIR/MAINT-BUILDINGS	421	721	429	3,000	2,571	3,000
101-42700-404	REPAIR/MAINT-EQUIPMENT	1,249	.00	.00	100	100	100
101-42700-520	C.O.-BLDGS & STRUCTURES-ANIM	.00	.00	.00	.00	.00	.00
Total ANIMAL CONTROL:		12,514	12,967	9,447	18,550	9,103	17,100
PUBLIC WORKS							
PUBLIC WORKS							
101-43050-101	WAGES & SALARIES-REGULAR	100,728	104,217	94,546	108,770	14,224	113,200
101-43050-102	WAGES & SALARIES-OT	.00	.00	.00	.00	.00	.00
101-43050-103	WAGES & SALARIES-PT-INTERNSHI	.00	.00	.00	.00	.00	.00
101-43050-111	SEVERANCE PAY-PUBLIC WORKS	.00	.00	.00	.00	.00	.00
101-43050-121	FICA CONTRIBUTIONS	7,688	7,954	7,500	8,320	820	8,660
Budget notes:							
7.65%							

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Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-43050-122	PERA CONTRIBUTIONS	6,797	7,034	6,751	8,160	1,409	8,500
Budget notes: 7.5%							
101-43050-131	EMPLOYER PAID HEALTH INS.	.00	.00	.00	.00	.00	.00
101-43050-200	OFFICE SUPPLIES	361	46	650	200	450-	400
101-43050-212	MOTOR FUELS/LUBRICANTS	382	403	318	500	182	800
101-43050-300	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
101-43050-310	CONTRACTED SERVICES	3,263	3,419	3,345	3,500	155	3,500
101-43050-321	TELEPHONE	1,218	1,253	1,138	1,200	62	1,200
101-43050-322	POSTAGE	220	225	243	230	13-	250
101-43050-331	TRAVEL EXPENSE	804	614	1,542	1,000	542-	1,000
101-43050-350	PRINTING & PUBLISHING	31	190	986	100	886-	200
101-43050-405	REPAIR/MAINT-VEHICLES	131	1,942	144	500	356	1,000
101-43050-433	DUES AND SUBSCRIPTIONS	171	35	35	180	145	100
Total PUBLIC WORKS:		121,793	127,331	117,199	132,660	15,461	138,810
STREETS & ALLEYS							
101-43100-101	WAGES & SALARIES-REGULAR	137,093	159,289	158,157	170,200	12,043	185,000
Budget notes: ~2022 50% of New Position							
101-43100-102	WAGES & SALARIES-OT	11,692	13,323	8,792	12,000	3,208	12,500
101-43100-103	WAGES & SALARIES-PT	15,769	12,909	12,349	17,000	4,651	17,700
101-43100-111	SEVERANCE PAY	.00	.00	.00	.00	.00	.00
101-43100-121	FICA CONTRIBUTIONS	12,345	14,010	14,161	15,240	1,079	16,000
Budget notes: 7.65%							
101-43100-122	PERA CONTRIBUTIONS	10,490	12,127	12,400	13,665	1,265	14,000
Budget notes: 7.5%							
101-43100-131	EMPLOYER PAID HEALTH INS	20,843	19,214	128	21,900	21,772	24,000
101-43100-142	UNEMPLOY COMP BENEFITS	.00	.00	804	.00	804-	.00
101-43100-152	WORKERS COMP BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-43100-200	OFFICE SUPPLIES	967	715	2,220	750	1,470-	1,000

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-43100-211	CLEANING SUPPLIES	791	869	297	750	453	750
101-43100-212	MOTOR FUELS/LUBRICANTS	11,139	16,325	15,011	14,000	1,011-	16,000
101-43100-217	UNIFORMS	1,925	1,453	2,082	1,500	582-	1,500
101-43100-218	SAFETY EQUIPMENT	764	1,964	2,611	1,500	1,111-	1,500
101-43100-220	SUPL, CR. ROCK,SALT,SAND,	7,651	14,092	18,051	20,000	1,949	30,000
101-43100-221	TREES	.00	.00	.00	.00	.00	.00
101-43100-224	STREET MAINTENACE MAT'LS	6,046	5,815	15,555	10,000	5,555-	12,000
101-43100-225	LANDSCAPING MATERIALS	13,852	6,620	7,958	11,000	3,042	11,000
Budget notes:							
~2023 - \$8,000 MNDOT Landscaping Partnership							
- \$3,000 Landscaping Flower Beds & Trees							
~2024 \$8,000 MN DOT Landscape Partnership							
101-43100-227	STORM DRAIN MAINTENANCE	92,087	8,576	6,773	15,000	8,227	15,000
101-43100-240	SMALL TOOLS & MINOR EQUIPMEN	3,347	9,029	5,129	3,000	2,129-	4,000
101-43100-300	PROFESSIONAL SERVICES	436	431	26,275	500	25,775-	500
101-43100-302	ENGINEERING FEES-ST AID STREE	466	.00	.00	2,000	2,000	1,000
101-43100-303	ENIGINEERING FEES	408,765	265,829	88,276	.00	88,276-	15,000
Budget notes:							
~2021 - \$425,000 Wagon Wheel Project Phase 3 (see 101-33432)							
~2022 - \$200,000 Wagon Wheel Project Phase 3 (see 101-33432)							
- \$125,000 Local Street Project for 2022							
- \$32,000 Boat Landing Road							
- \$8,000 Wagon Wheel Phase 4							
101-43100-310	CONTRACTED SERVICES	2,479	4,813	2,109	3,000	891	3,000
101-43100-321	TELEPHONE	1,253	1,792	2,467	2,000	467-	2,000
Budget notes:							
~2021 \$1,400 - Wi-Fi Service added for new laptops							
\$1,200 - Regular Telephone Expenses							
101-43100-322	POSTAGE	15	36	27	.00	27-	.00
101-43100-331	TRAVEL EXPENSE	116	3,806	1,713	300	1,413-	1,000
101-43100-350	PRINTING & PUBLISHING	630	490	88	600	513	500
101-43100-365	INSURANCE DEDUCTIBLE	.00	.00	1,000	1,000	.00	1,000
101-43100-381	UTILITIES-ELECTRIC	78,211	90,721	73,701	75,000	1,299	80,000
101-43100-383	UTILITIES GAS	4,711	5,826	3,373	5,000	1,627	5,500

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-43100-384	REFUSE DISPOSAL	3,320	2,800	3,953	3,000	953-	3,000
101-43100-401	REPAIR/MAINT-BUILDINGS	2,363	35,400	3,868	5,000	1,132	5,000
101-43100-402	REPAIR/MAINT-STRUCTURES	714	4,312	18,594	5,000	13,594-	5,000
Budget notes: Street Lights							
101-43100-403	REPAIR/MAINT-STRTS/ALLEYS	1,422,094	2,237,366	212,680	10,000	202,680-	70,000
Budget notes: ~2021 Phase 3 Wagon Wheel Project - Pedestrian Bridge \$3,000,000 Phase 1 Wagon Wheel Project - Final Paving \$116,500 Sidewalk Projects - \$10,000 ~2022 Phase 3 Wagon Wheel Project - Pedestrian Bridge \$3,000,000 (see 101-33432) Phase 1 Wagon Wheel Project - Final Paving \$116,500 (see 101-33436) 2022 Street Project - \$875,000 (Bond & MSA Funds) West Channel Boat Landing Road - \$128,106 (see 101-33436) Sidewalk Projects - \$10,000 ~2024 Sidewalks OHP Parking Lot							
101-43100-404	REPAIR/MAINT-EQUIPMENT	10,843	8,628	16,958	5,000	11,958-	10,000
101-43100-405	REPAIR/MAINT-VEHICLES	11,730	8,994	23,808	12,000	11,808-	15,000
101-43100-415	RENTALS-OTHER EQUIPMENT	1,579	2,531	1,338	3,000	1,662	3,000
101-43100-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
101-43100-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00	.00
101-43100-433	DUES AND SUBSCRIPTIONS	.00	210	100	150	50	150
101-43100-603	NOTE PAYABLE-PRINCIPAL-ST MN	.00	.00	.00	.00	.00	.00
Total STREETS & ALLEYS:		2,296,527	2,970,315	762,807	461,055	301,752-	583,600

BRUSH SITE

101-43200-102	WAGES & SALARIES-OT	323	479	172	300	128	400
101-43200-103	WAGES & SALARIES-PT	5,757	5,580	4,896	6,000	1,104	6,500
101-43200-121	FICA CONTRIBUTIONS	471	455	397	480	83	600
Budget notes: 7.65%							
101-43200-122	PERA CONTRIBUTIONS	461	446	389	470	81	580
Budget notes: 7.5%							
101-43200-312	CONTRACTED GRNDR/HAUL SERV.	1,576	.00	4,465	2,000	2,465-	2,000
101-43200-321	TELEPHONE	444	439	331	450	119	450

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-43200-322	POSTAGE	.00	.00	.00	.00	.00	.00
101-43200-350	PRINTING & PUBLISHING	.00	.00	.00	.00	.00	.00
101-43200-360	INSURANCE	.00	.00	.00	.00	.00	.00
101-43200-383	GAS UTILITIES	.00	.00	.00	.00	.00	.00
101-43200-401	REPAIR/MAINT-BUILDINGS	8	37	123	200	77	100
Budget notes: ~2023 New A/C Unit							
101-43200-403	REPAIR & MAINT.-OTHER	.00	143	.00	500	500	500
101-43200-404	REPAIR/MAINT-EQUIPMENT	.00	.00	.00	.00	.00	.00
101-43200-415	RENTAL - EQUIPMENT	.00	.00	.00	.00	.00	.00
101-43200-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
Total BRUSH SITE:		9,039	7,577	10,772	10,400	372-	11,130
RECREATION							
101-45100-101	WAGES & SALARIES-REGULAR	31,157	31,737	36,180	31,800	4,380-	33,100
101-45100-102	WAGES & SALARIES-OT	171	350	.00	250	250	250
101-45100-103	WAGES & SALARIES-PT-REC	.00	1,624	22	1,000	979	1,000
101-45100-111	SEVERANCE PAY-RECREATION	.00	.00	.00	.00	.00	.00
101-45100-121	FICA CONTRIBUTIONS	2,372	2,560	2,805	2,530	275-	2,600
Budget notes: 7.65%							
101-45100-122	PERA CONTRIBUTIONS	972	1,142	1,198	1,130	68-	2,500
Budget notes: 7.5%							
101-45100-131	EMPLOYER PAID HEALTH INS	1,966	1,783	13	2,060	2,047	1,930
101-45100-141	UNEMPL. COMP INSURANCE	.00	.00	.00	.00	.00	.00
101-45100-152	WORKER'S COMP. BENEFITS	.00	.00	.00	.00	.00	.00
101-45100-200	OFFICE SUPPLIES	.00	19	625	.00	625-	100
101-45100-207	INSTRUCTIONAL MATLS & SUP	610	168	356	500	144	500
101-45100-211	CLEANING SUPPLIES	.00	151	.00	150	150	150
101-45100-217	UNIFORMS - T-SHIRTS	2,433	3,471	3,083	3,500	418	3,500

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-45100-240	SMALL TOOLS/SAFETY EQUIP	.00	144	.00	150	150	150
101-45100-300	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
Budget notes: CPR & Bloodbourne Pathogen Training							
101-45100-310	CONTRACTED SERVICES	.00	.00	.00	.00	.00	.00
101-45100-321	TELEPHONE	.00	247	.00	.00	.00	.00
101-45100-322	POSTAGE	.00	.00	.00	.00	.00	.00
101-45100-331	TRAVEL EXPENSE	.00	.00	2,516	.00	2,516-	.00
Budget notes: ~2023 CPO Training/Recertification \$350/each							
101-45100-350	PRINTING AND PUBLISHING	864	357	498	750	252	750
101-45100-381	UTILITIES-ELECTRIC	463	839	909	750	159-	750
Budget notes: Abnet Field Restrooms							
101-45100-383	UTILITIES- GAS	1,173	2,000	1,066	2,000	934	2,000
Budget notes: Abnet Field Restrooms							
101-45100-402	REPAIR/MAINT-STRUCTURES	16	234	67	250	183	250
101-45100-404	REPAIR/MAINT-EQUIPMENT	98	.00	467	250	217-	500
101-45100-415	RENTALS-OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00
101-45100-430	MISCELLANEOUS	.00	.00	.00	.00	.00	.00
101-45100-431	CASH OVER/SHORT	.00	.00	.00	.00	.00	.00
101-45100-433	DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00	.00
101-45100-720	OPERATING TRANSFER	40,000	40,000	40,000	40,000	.00	40,000
Budget notes: ~2021 - Transfer to Arena \$25,000 - Transfer Set Aside Funds to Arena \$15,000 ~2022 - Transfer to Arena \$25,000 - Transfer Set Aside Funds to Arena \$15,000 ~2023 - Transfer to Arena \$25,000 - Transfer Set Aside Funds to Arena \$15,000 ~2024 Transfer to Arena \$25,000 Transfer set Aside Funds to Arena \$15,000							
Total RECREATION:		82,295	86,826	89,804	87,070	2,734-	90,030
AQUATIC CENTER							
101-45110-101	WAGES & SALARIES-REGULAR	.00	59	868	.00	868-	.00

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-45110-102	WAGES & SALARIES-OT	8,168	7,276	11,121	8,000	3,121-	10,000
101-45110-103	WAGES & SALARIES-PT	145,550	152,097	150,908	158,200	7,292	165,000
101-45110-113	UNIFORMS - SWIM SUITS	.00	.00	.00	.00	.00	.00
101-45110-121	FICA CONTRIBUTIONS	11,760	12,197	12,462	12,710	248	13,220
101-45110-122	PERA CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
101-45110-142	UNEMPLOYMENT BENEFITS	120	.00	.00	.00	.00	.00
101-45110-152	WORKER'S COMP. BENEFITS	.00	.00	1,000	1,000	.00	1,000
101-45110-200	OFFICE SUPPLIES	14	.00	676	100	576-	200
101-45110-207	INSTRUCTIONAL MATLS & SUPPLIE	423	.00	48	500	452	500
101-45110-211	CLEANING SUPPLIES	837	526	887	750	137-	900
101-45110-214	KITCHEN SUPPLIES/PAPER PRODU	4	89	.00	250	250	250
101-45110-216	CHEMICALS	15,494	19,536	21,151	20,000	1,151-	23,000
101-45110-217	UNIFORMS	2,210	2,293	2,076	2,500	424	2,500
101-45110-218	SAFETY SUPPLIES	356	73	99	350	251	350
101-45110-240	SMALL TOOLS & MINOR EQUIPMEN	116	304	376	200	176-	200
101-45110-259	CONCESSION FOOD PURCHASES	11,711	20,517	22,593	20,000	2,593-	20,000
101-45110-300	PROFESSIONAL SERVICES-POOL	.00	.00	.00	.00	.00	.00
101-45110-321	TELEPHONE	580	978	1,433	1,000	433-	1,100
101-45110-322	POSTAGE	88	79	72	100	28	100
101-45110-331	TRAVEL & TRAINING EXPENSE	1,246	1,763	.00	3,000	3,000	1,500
Budget notes:							
101-45110-350	Lifeguard CPR & Bloodbourne Pathogin Training PRINTING & PUBLISHING	232	18	.00	500	500	500
101-45110-381	UTILITIES-ELECTRIC	2,600	8,159	10,345	7,000	3,345-	7,500
101-45110-382	UTILITIES-WATER-POOL	322	.00	.00	400	400	400
101-45110-383	UTILITIES-GAS	7,805	14,403	10,724	14,000	3,276	14,000
101-45110-401	REPAIR/MAINT-BUILDINGS	1,098	2,480	8,340	2,000	6,340-	2,500
101-45110-402	REPAIR/MAINT-STRUCTURES	3,107	8,384	9,768	8,000	1,768-	15,000

Budget notes:

~2023 Suction Grates - 6 sets of 2@ \$630
~2024 \$3,000 Resurface Slide

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-45110-404	\$6,000 Parking lot Resurfacing REPAIR/MAINT-EQUIPMENT	379	9,824	1,531	5,000	3,469	9,000
Budget notes: ~2022 3 Starters - Installed ~2024 \$6,000 Feature Pump Drive							
101-45110-415	RENTALS-OTHER EQUIPMENT	.00	363	.00	400	400	400
101-45110-431	CASH OVER/SHORT	80	9-	94	.00	94-	.00
101-45110-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00	.00
101-45110-433	DUES AND SUBSCRIPTIONS	905	905	905	1,000	95	1,000
Budget notes: MN Dept of Health - Concession Licensing MN Dept of Public Safety - Hazardous Chemical Fee							
Total AQUATIC CENTER:		215,206	262,316	267,476	266,960	516-	290,120
PARKS							
101-45200-101	WAGES & SALARIES-REGULAR	45,697	51,151	50,748	51,500	752	53,560
101-45200-102	WAGES & SALARIES-OT	333	778	1,425	1,000	425-	1,500
101-45200-103	WAGES & SALARIES-PT	15,769	23,816	23,344	22,000	1,344-	24,000
101-45200-111	SEVERANCE PAY	.00	.00	.00	.00	.00	.00
101-45200-121	FICA CONTRIBUTIONS	4,660	5,751	5,903	5,700	203-	5,940
Budget notes: 7.65%							
101-45200-122	PERA CONTRIBUTIONS	3,206	3,698	3,903	3,940	37	5,820
Budget notes: 7.5%							
101-45200-131	EMPLOYER PAID HEALTH INS	5,999	5,194	46	5,860	5,814	7,000
101-45200-142	UNEMPLOY COMP BENEFITS	.00	.00	804	.00	804-	.00
101-45200-152	WORKERS COMP BENEFITS	.00	.00	.00	1,000	1,000	1,000
101-45200-211	CLEANING & SANITARY SUPPLIES	971	2,332	5,772	1,500	4,272-	3,000
101-45200-212	MOTOR FUELS/LUBRICANTS	6,142	10,681	8,291	8,500	209	8,500
101-45200-216	CHEMICALS	1,882	958	976	2,000	1,024	2,000
101-45200-217	UNIFORMS - PARKS	.00	532	85	500	415	500
101-45200-218	SAFETY EQUIPMENT	105	.00	531	250	281-	500
101-45200-220	REPAIR & MAINT. SUPPLIES	727	.00	405	1,000	595	500

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-45200-225	LANDSCAPING MATERIALS	31,956	27,494	24,373	19,500	4,873-	22,000
Budget notes:							
~2021 \$12,000 Veterans Park Trees 60 @ \$200 each							
\$3,000 Veterans Park Wildflowers							
\$1,500 General Maintenance - all parks							
~2022 \$10,000 Tree Planting Project 50 @ \$200 each							
\$3,000 Veterans Park Wildflowers							
\$4,800 Bark for 2nd 1/2 of Old Hickory Park							
\$1,500 General Maintenance - all parks							
~2023 \$10,000 Tree Planting							
\$3,000 Park Wildflowers							
\$5,000 Vets Park Playground Bark							
\$1,500 General Maintenance							
~2024 \$12,500 Tree Planting							
\$3,000 Park Wildflowers							
\$5,000 Playground Bark							
\$1,500 General Maintenance							
101-45200-240	SMALL TOOLS & MINOR EQUIPMEN	3,199	1,113	3,687	2,000	1,687-	2,500
101-45200-300	PROFESSIONAL SERVICES	20,480	38,877	24,642	24,000	642-	.00
Budget notes:							
~2022 Park & Rec Plan Update							
~2023 2023 ADA Transition Plan							
101-45200-303	ENGINEERING FEES	5,298	13,868	29,599	2,500	27,099-	5,000
101-45200-310	CONTRACTED SERVICES	600	2,080	5,272	1,000	4,272-	2,000
101-45200-321	PARKS - PHONE/INTERNET ACCES	.00	.00	330	.00	330-	.00
101-45200-331	TRAINING & TRAVEL EXPENSE	55	157	626	100	526-	250
101-45200-350	PRINTING & PUBLISHING	.00	44	1,735	.00	1,735-	.00
101-45200-381	UTILITIES-ELECTRIC	1,469	3,032	5,676	1,600	4,076-	6,000
101-45200-382	UTILITIES-WATER/SEWER	549	670	709	600	109-	1,000
101-45200-383	UTILITIES-GAS	.00	.00	.00	.00	.00	.00
101-45200-384	REFUSE DISPOSAL	890	1,762	5,011	800	4,211-	1,500
101-45200-401	REPAIR/MAINT-BUILDINGS	915	2,054	2,442	2,000	442-	2,000
101-45200-402	REPAIR/MAINT-STRUCTURES	13,492	12,368	28,477	12,500	15,977-	20,000
Budget notes:							
~2023 \$10,000 Frank Kistler Park							
~2024 \$10,000 Frank Kistler Park							
\$10,000 Misc Park Repair							
101-45200-404	REPAIR/MAINT-EQUIPMENT	8,075	7,426	7,551	5,000	2,551-	5,000
101-45200-405	REPAIR/MAINT-VEHICLES	81	679	521	500	21-	750

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-45200-415	RENTALS OTHER EQUIPMENT	1,569	5,263	1,996	2,500	504	2,500
Budget notes: Portable Toilets							
101-45200-437	PROPERTY TAX EXPENSE	.00	.00	.00	.00	.00	.00
Total PARKS:							
		174,116	221,781	244,877	179,350	65,527-	184,320
LIBRARY LEVY							
101-45500-720	OPERATING TRANSFER	.00	.00	.00	181,269	181,269	188,520
Budget notes: City Levy for Library							
Total LIBRARY LEVY:							
		.00	.00	.00	181,269	181,269	188,520
URBAN REDEVELOPMENT & HOUSING							
URBAN REDEVELOPMENT & HOUSING							
101-46300-401	BUILDING DEMOLITION	31,850	941	19,940	30,000	10,060	.00
Budget notes: ~2023 Demo 332 S 1st Street							
Total URBAN REDEVELOPMENT & HOUSING:							
		31,850	941	19,940	30,000	10,060	.00
SPECIAL ASSESSMENTS							
SPECIAL ASSESSMENTS							
101-47000-602	SPECIAL ASSESSMENT - PRINCIPA	4,689	4,924	5,170	4,924	246-	4,900
Budget notes: ~2021 2018 Veterans Park Parking Lot							
101-47000-612	SPECIAL ASSESSMENT INTEREST	9,714	9,480	9,233	9,480	247	9,500
Budget notes: ~2021 2018 Veterans Park Parking Lot							
Total SPECIAL ASSESSMENTS:							
		14,403	14,403	14,403	14,404	1	14,400
OTHER FINANCING USES							
OTHER FINANCING USES							
101-49300-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00	.00
101-49300-610	MARKET VALUE ADJUSTMENT	.00	.00	.00	.00	.00	.00
101-49300-720	OPERATING TRANSFER	.00	.00	.00	.00	.00	.00
Total OTHER FINANCING USES:							
		.00	.00	.00	.00	.00	.00
TRANSIT SERVICES							
101-49800-310	CONTRACTED TRANSIT SERV.	64,393	64,393	48,295	64,400	16,105	16,197
101-49800-311	MTU STATE TRANSIT FUNDS	192,834	229,969	152,870	224,330	71,460	225,000
Budget notes: Pass - thru to La Crosse MTU							

Account Number	Account Title	2021 Pri Year 2 Actual	2022 Pri Year Actual	2023 Cur YTD Actual	2023 Current year Budget	2023 Current YTD Remaining	2024 Proposed Budget
101-49800-350	PRINTING & PUBLISHING	.00	.00	.00	.00	.00	.00
101-49800-402	REPAIR/MAINT-BUS SHELTERS	.00	.00	.00	.00	.00	400
101-49800-405	REPAIR/MAINT-VEHICLES	.00	19	.00	.00	.00	.00
Budget notes:							
Reserve							
101-49800-810	REFUND MN DOT PER AUDIT	.00	.00	1,175	.00	1,175-	.00
Total TRANSIT SERVICES:		257,227	294,381	202,340	288,730	86,390	241,597
GENERAL FUND Revenue Total:		5,107,960	6,489,209	496,581	3,822,093	3,325,512	4,082,493
GENERAL FUND Expenditure Total:		5,642,062	6,076,222	3,592,274	3,822,093	229,819	4,084,471
Net Total GENERAL FUND:		534,102-	412,987	3,095,693	.00	3,095,693	1,978-
Net Grand Totals:		534,102-	412,987	3,095,693	.00	3,095,693	1,978-

LACRESCENT PUBLIC LIBRARY 2024 PROPOSED BUDGET w/ 4% COL update

		2021	2021	2022	2022	2023	2023	2024
		Approved	Spent (FY)	Approved	Spent (FY)	Approved	Spent	Proposed
45500 LIBRARY								
101 WAGES - FULL TIME		85,937.00	90,309.00	92,248.00	98,294	101,899	69547.12	124,000.00
102 OVERTIME PAY			23.00					
103 PART-TIME LIBRARY AIDES		30,228.00	28,279.00	37,846.00	32,960	39,491	22308.68	38,000.00
121 EMPLOYER FICA EXPENSE - 7.65%		8,887.00	8,623.00	9,952.00	10,186	10,816	7366.61	12,400.00
122 PERA CONTRIBUTIONS - 7.5%		8,552.00	8,248.00	9,757.00	9,156	10,604	6675.84	12,150.00
131 EMPLOYER PAID HEALTH INS		20,412.00	11,536.00	12,500.00	4,629	12,875	4457.6	12,348.00
200 LIBRARY OFFICE SUPPLIES		2,200.00	1,032.00	2,400.00	1,522	2,000	585.77	1,100.00
202 COPY MACHINE SUPPLIES								
203 COMPUTER PRINTER SUPPLIES		700.00	0.00	100.00	0	100	0	0.00
211 CLEANING & SANITARY SUPPLIES		600.00	399.00	400.00	788	800	387.8	600.00
220 PROGRAMMING SUPPLIES		2,800.00	2,514.00	3,000.00	4,022	3,000.00	4724.95	3,000.00
221 WINTER READING PROGRAM SUPPLIES			352.00					
310 OTHER CONTRACTED SERVICES		4,500.00	3,357.00	4,500.00	6,691	4,600	2065.17	4,000.00
321 TELEPHONE-LIBRARY		1,800.00	1,693.00	1,800.00	1,647	1,800	949.04	1,800.00
322 POSTAGE-LIBRARY		300.00	132.00	250.00	110	250	101.76	200.00
331 TRAVEL EXPENSES		500.00	328.00	1,500.00	258	1,500	763.91	1,500.00
350 PRINTING AND PUBLISHING		300.00	215.00	200.00	0	200	0	100.00
360 INSURANCE AND BONDS		4,250.00	4,612.00	5,000.00	5,751	5,800		6,000.00
381 UTILITIES - ELECTRIC		3,300.00	2,082.00	2,800.00	2,849	2,900	671.71	3,000.00
382 UTILITIES - WATER/SEWER		400.00	369.00	400.00	403	400	200.55	450.00
383 UTILITIES - GAS		1,200.00	890.00	1,200.00	1,267	1,000	747.03	1,300.00
384 REFUSE DISPOSAL		120.00	120.00	120.00	120	120	70	120.00
401 REPAIR/MAINT-BUILDINGS		400.00	12.00	400.00	555	600	4029.12	600.00
404 REPAIR/MAINT-EQUIPMENT								
406 COMPUTER EXPENSES-LIBRARY (leasing)		4,145.00	4,145.00	4,145.00	4,920	4,920	4920	4,920.00
414 LIMITED ACCESS LINE		25,000.00	17,531.00	22,500.00	17,865	22,500	12837.35	16,000.00
415 RENTALS-OTHER EQUIPMENT		120.00	72.00	120.00	72	120	44	120.00
430 MISCELLANEOUS								
434 LEGACY GRANT EXPENDITURES								
433 DUES & MEMBERSHIPS		195.00	168.00	500.00	176	400	912.41	1,000.00
503 BOOKS PURCHASED CONTRIBUTION								
504 BOOKS - GRANT FUNDED			1,500.00				5651.43	
505 BOOKS, PERIODICALS		11,000.00	9,880.00	12,750.00	9,666	11,750	8281.51	10,750.00
506 PROCESSING MATERIALS		1,200.00	1,273.00	1,200.00	1,189	1,200	1051.64	1,200.00
570 OFFICE EQUIPMENT, FURNISH								
575 C.O. - COMPUTER EQUIPMENT								
580 CAP IMPROVEMENT ITEMS								
610 INTEREST EXPENSE		1,480.00	371.00	749.00	90	400		400.00
GENERAL FUND		10,000.00		10,000.00		10,000		10,000.00
TOTAL FUND 211 LIBRARY		230,526.00	200,065.00	238,337.00	215156	252,045	159351	267,058.00

#3.1



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: December 14, 2023
RE: 2021 Audit Review

Mike Temp will be in attendance at the meeting to review the 2022 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.

#3.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: December 14, 2022
RE: 2024 Professional Service Agreements/Contract Renewals

The City has the following professional service agreements/contracts:

1. Engineering – WHKS
2. Legal – Wieser Law Office
3. Sustainability Coordinator – Jason Ludwigson
4. Community Development Director – Larry Kirch/Prologue Planning Group, LLC

We would suggest that the City Council accept the 2024 fee schedules for WHKS and Wieser Law Office, copies of which are included.

We would suggest that the City Council approve the contracts for 2024 with Jason Ludwigson and Larry Kirch/Prologue Planning Group LLC, copies of which are included.

WHKS & Co. 2024 Fee Schedule – City of La Crescent, MN**WHKS Schedule of Hourly Billing Rates – Effective January 1, 2024**

Classification	Hourly Rate
Principal	\$235
Project Manager	\$170
Project Engineer	\$147
Land Surveyor	\$156
Design Engineer	\$132
*Engineering Technician IV	\$121
*Engineering Technician III	\$113
*Engineering Technician II	\$99
*Engineering Technician I	\$80
*Clerical	\$85

Reimbursable expenses include mileage at the current IRS mileage rate; actual cost of reproduction and printing; and actual out-of-pocket expenses such as field supplies, cost of recording documents, permit fees, etc.

*NOTE: Time and a half pay applies for overtime, if applicable.

Eleventh Addendum to June 2011 Agreement

**Wieser Law Office, P.C.
2024 Fee Schedule for City of La Crescent**

General Counsel Work	\$185.66
Prosecution Work	\$173.05
Legal Assistant Time	\$ 64.34

All other terms of the June 2011 contract will remain in full force and effect.

Approved by City of La Crescent on December 11, 2023.

By: _____
Bill Waller, City Administrator

Approved by Wieser Law Office, P.C. on December 11, 2023.

By: _____
Al Wieser, III

Contract for Professional Services

THIS CONTRACT was made and entered into on the 1st day of January, 202423, by and between Jason Ludwigson (hereinafter "Contractor") and the City of La Crescent, a Minnesota municipal corporation in the State of Minnesota (hereinafter "City"); to define the terms by which Contractor shall provide sustainability coordinating services to the City.

WHEREAS, the City is desirous of entering into a contract for sustainability services within the City;

WHEREAS, the Contractor is desirous of entering into a contract with the City with respect to such services;

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

- I. Term. This Contract will commence on January 1, 202423, and will terminate on December 31, 202423, with the option to extend for one additional year with written agreement of both parties.

The agreement may be terminated earlier in its term upon thirty (30) days written notice by Contractor to the City or by the City to Contractor for any reason.

- II. Agreement Scope and Purpose. The City hereby retains Contractor to perform to its benefit the services described in paragraph III, effectively accomplishing:

- A. Plans, develops, manages and tracks new and existing Solar Projects;
- B. Grant Writing and Grant Administration;
- C. Federal, State and Private Funding Sources;
- D. B-3 Benchmarking;
- E. City's Representative on the Committee on Transit and Active Transportation (CTAT);
- F. Green Step Program. Administration while continuing to advance through the Green Step designation process;
- G. Annual Arbor Day Celebration and Activities;
- H. Review/Evaluate/Make Recommendations Regarding City Waste Reduction Program;
- I. Expansion of Green Initiatives to Local Business, including an annual recognition award;

J. Natural Spaces – Coordinate efforts to eradicate invasive species as identified in the MN Department of Agriculture Noxious Weed List;

I.K. _____ Beekeeping Ordinance and permit management;

J.L. _____ Establishment of the drive electric corridor and expand the installation of electric charging stations as a means to foster sustainable community development;

K.M. _____ Development and coordination of the Landscape Partnership Program;

L.N. _____ Prepare annual greenhouse gas emissions inventory, carbon footprint, and annual sustainability reports;

M.O. _____ Draft ordinances with the assistance and advice of the City Attorney or their designee aligned with the Green Step's benchmarks;

N.P. _____ Build and expand relationships with Xerces, Houston County, MPCA, MnDOT, Xcel Energy, MN Tree Steward Program, and other partnering agencies or companies;

O.Q. _____ City's representative to the Bluffland Coalition. Coordinate meetings with property owners as necessary to develop components of the Bluffland's Plan;

P.R. _____ LEED for Cities Local Government Program;

Q.S. _____ Plant, design, and maintain native planting projects within the city, including administration of the HELP grant and rain gardens.

R.T. _____ ~~Assists City Building Official by serving as staff to the Planning Commission. Prepares and distributes public notices, meeting agendas, public correspondences, and minutes. Attends Planning Commission meetings. Works in conjunction with the City's Community Development Director to complete these responsibilities.~~

S.U. _____ ~~Assists City Building Official with enforcement of the City's Zoning and Nuisance Ordinance.~~

T.V. _____ Execute stormwater public education and outreach campaign, including Adopt-a-Drain and La Crosse Urban Stormwater Group, manage MS4 stormwater permit, and represent La Crescent on the WinLac planning work group; and

U.W. _____ Coordination of SRTS plan partnerships with MnDOT, Houston County DOT, City Schools, and other agencies.

- III. Services to be Provided by Contractor. Contractor agrees to provide expertise to the City. Services, and associated materials, will be provided in order to facilitate and support the accomplishment of the City's undertakings to the ends described in the preceding paragraph. Contractor shall be made available toward efforts in the following specific arenas of the City's needs and operations:

A. Coordinate the development of the City's Climate Action Plan;

A.B. Draft City's Sustainability Work Plan;

B.C. Recommend Energy Efficiency Improvements at City Owned Buildings and Facilities;

C.D. Complete Best Management Practices Identified in Green Step Program;

D.E. Prepare Agenda and Meeting Minutes for Green Step Committee Meetings;

E.F. Coordinate and Host Sustainability Forums;

F.G. Update and Maintain Green Step/Sustainability Section on City's Website;

G.H. Grant Writing and Grant Administration;

H.I. Update the City Council quarterly, or as requested, on progress made on services provided by Contractor

IV. Obligations of the City.

- A. The City shall pay Contractor the sum of \$~~38.00~~~~33.28~~ per hour, not to exceed twenty-~~five~~~~eight~~ (2~~5~~~~8~~) hours per week. The Contractor shall invoice the City monthly for services rendered. The City shall also reimburse Contractor for mileage for travel to and from meetings assigned by the City. The mileage will be reimbursed at Internal Revenue Service approved rates.
- B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the City in writing prior to the provision of the materials.
- C. The City shall be responsible to provide payment to Contractor within thirty (30) days of the submission of each invoice provided by Contractor.

V. Obligations of Contractor.

- A. Nothing contained in this agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Contractor shall at all times remain an independent Contractor with respect to the services to be performed under this contract. Any and all employees

of Contractor or other persons engaged in the performance of any work or services required by Contractor under this Contract shall be considered employees or sub-contractors of the Contractor only and not of the City; and any and all claims that might arise, including Worker's Compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the Contractor.

- B. Unless otherwise approved by the City, Contractor has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the City or to bind the City in any manner. Contractor will not represent the contrary, either expressly or implicitly, to anyone.
- C. City and Contractor hereby acknowledge and agree that Contractor shall perform the services hereunder as an independent Contractor and not as an employee of City. Contractor agrees that he will file his own tax returns on the basis of his status as an independent contractor for the reporting of all income, social security, employment and other taxes due and owing on the consideration received by him under this agreement, and that he is responsible for the payment of such taxes.
- D. Contractor shall not be entitled to benefits specifically associated with employment status, such as medical and dental insurance, workers' compensation, unemployment compensation, paid vacations, paid holidays or other available retirement plans.

VI. Indemnification. To the fullest extent permitted by law, the Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses, including attorney fees, arising out of the Contractor's negligence or the Contractor's performance or failure to perform its obligations under this Agreement. The Contractor's indemnification obligation shall apply to the Contractor's subcontractor(s), or anyone directly or indirectly employed or hired by the Contractor, or anyone for whose acts the Contractor may be liable. The Contractor agrees this indemnity obligation shall survive the completion or termination of this Agreement. Contractors' total liability hereunder is limited to the amount paid to Contractor during the preceding twelve (12) month period.

VIII. Dispute Resolution. The Parties shall cooperate and use their best efforts to ensure that the various provisions of the Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of this agreement. If disputes cannot be resolved informally by the Parties, the following procedures shall be used:

- A. Whenever there is a failure between the Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The parties shall agree upon a mediator, or if they cannot agree, shall obtain a list of court-approved mediators

from the Houston County District Court Administrator and select a mediator by alternately striking names until one remains. The City shall strike the first name followed by the Contractor and shall continue in that order until one name remains.

- B. If the dispute is not resolved within thirty (30) days after the end of mediation proceedings, the Parties may litigate the matter.

IX. General Provisions

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The Contractor may not assign this Agreement to any other person unless written consent is obtained from the City.
- C. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.
- D. Nondiscrimination. In the hiring of employees to perform work under this Agreement, the Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.
- E. Force Majeure. Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement, if and to the extent that such party's performance is prevented by reason of Force Majeure, as determined by the City.
- F. Notices. All notices and other communications under this Agreement must be in writing and must be given by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

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

With Copy To: Al Wieser, III
Wieser Law Office, P.C.
33 South Walnut Street, Suite 200
La Crescent, MN 55947

To Contractor: Jason Ludwigson
175 Eagles Bluff Road
La Crescent, MN 55947

- G. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in the County of Houston, State of Minnesota.
- H. Waivers. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- I. Ownership of Documents. All reports, plans, specifications, data, maps, and other documents produced by the Contractor in the performance of services under this Agreement shall be the property of the City.
- J. Government Data. The Contractor agrees to maintain all data received from the City in the same manner as the City as required under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- K. Counterparts. This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.
- L. Savings Clause. If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.
- X. Construction of Agreement. This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

SIGNATURES ON FOLLOWING PAGE

Dated: _____

CITY OF LA CRESCENT

By: _____
Mikel Poellinger, Mayor

By: _____
Bill Waller, City Administrator

Dated: _____

CONTRACTOR

By: _____
Jason Ludwigson

Contract for Professional Services

THIS CONTRACT is made and entered into this 1st day of January, 20~~24~~²³, by and between Prologue Planning Group, LLC (hereinafter "Contractor") and the City of La Crescent, a Minnesota municipal corporation in the State of Minnesota (hereinafter "City"); to define the terms by which Contractor shall provide community and economic development services to the City.

WHEREAS, the City is desirous of entering into a contract for community and economic development services within the City;

WHEREAS, the Contractor is desirous of entering into a contract with the City with respect to such services;

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

- I. Term. The Contract will commence on January 1, 20~~24~~²³, and will terminate on December 31, 20~~24~~²³, with the option to extend for one additional year with written agreement of both parties.

The agreement may be terminated earlier in its term upon thirty (30) days written notice by Contractor to the City or by the City to Contractor for any reason.

- II. Agreement Scope and Purpose. The City hereby retains Contractor to perform to its benefit the services described in paragraph III, effectively accomplishing:

- A. Senior Housing Development;
- B. Park and Bike Trail Development;
- C. Grant Writing and Grant Administration;
- D. Federal, State and Private Funding Sources;
- E. Revitalization of neighborhoods and increase residential development opportunities;
- F. Attraction of businesses that choose to locate in the City;
- G. Retention of businesses within the City;
- H. The expansion of business opportunities for all entrepreneurs; and
- I. Assistance to the City's Planning Commission.

- III. Services to be Provided by Contractor. Contractor agrees to provide expertise to the City. Services, and associated materials, will be provided in order to facilitate and support the accomplishment of the City's undertakings to the ends described in the preceding paragraph. Contractor shall be made available toward efforts in the following specific arenas of the City's needs and operations:

- A. Drafting the City's Economic Development Work Plan;
- B. Accessing of grantor funding for the City's economic development programming
- C. Planning, facilitating, and/or directly conducting the City's community and business development projects. These efforts shall include (but are not limited to), the following:
 - i. developing relationships and partnerships to enhance the City's goals
 - ii. preparing economic development guidelines
 - iii. promoting the use of local assets to support and promote value-added processes and unique based businesses
- D. Assisting with local surveys related to business and industry, community, and land and buildings;
- E. Assisting with the City's economic development marketing efforts;
- F. Coordinating and hosting economic development forums;
- G. Grant writing and administration;
- H. Works with Development Commission. Attends and presents at Development Commission Meetings; and
- I. Assists City Building Official by serving as staff to the Planning Commission. Prepares and distributes public notices, meeting agendas, public correspondences, and minutes. Attends Planning Commission meetings. Works in conjunction with the City's Sustainability Coordinator to complete these responsibilities.

IV. Obligations of the City.

- A. The City shall pay Contractor the sum of \$~~43,264~~.60 per hour, not to exceed sixteen (16) hours per week. The Contractor shall invoice the City monthly for services rendered. The City shall also reimburse Contractor for mileage for travel to and from meetings assigned by the City. The mileage will be reimbursed at Internal Revenue Service approved rates.
- B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the City in writing prior to the provision of the materials.
- C. The City shall be responsible to provide payment to Contractor within thirty (30) days of the submission of each invoice provided by Contractor.

V. Obligations of Contractor.

- A. Nothing contained in this agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Contractor shall at all times remain an independent Contractor with respect to the services to be performed under this contract. Any and all employees of Contractor or other persons engaged in the performance of any work or services required by Contractor under this Contract

shall be considered employees or sub-contractors of the Contractor only and not of the City; and any and all claims that might arise, including Worker's Compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the Contractor.

- B. Unless otherwise approved by the City, Contractor has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the City or to bind the City in any manner. Contractor will not represent the contrary, either expressly or implicitly, to anyone.
- C. City and Contractor hereby acknowledge and agree that Contractor shall perform the services hereunder as an independent Contractor and not as an employee of City. Contractor agrees that they will file their own tax returns on the basis of their status as an independent contractor for the reporting of all income, social security, employment and other taxes due and owing on the consideration received by them under this agreement, and that they are responsible for the payment of such taxes.
- D. Contractor shall not be entitled to benefits specifically associated with employment status, such as medical and dental insurance, workers' compensation, unemployment compensation, paid vacations, paid holidays or other available retirement plans.

VI. Indemnification. To the fullest extent permitted by law, the Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses, including attorney fees, arising out of the Contractor's negligence or the Contractor's performance or failure to perform its obligations under this Agreement. The Contractor's indemnification obligation shall apply to the Contractor's subcontractor(s), or anyone directly or indirectly employed or hired by the Contractor, or anyone for whose acts the Contractor may be liable. The Contractor agrees this indemnity obligation shall survive the completion or termination of this Agreement.

VIII. Dispute Resolution. The Parties shall cooperate and use their best efforts to ensure that the various provisions of the Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of is agreement. If disputes cannot be resolved informally by the Parties, the following procedures shall be used:

- A. Whenever there is a failure between the Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The parties shall agree upon a mediator, or if they cannot agree, shall obtain a list of court-approved mediators from the Houston County District Court Administrator and select a mediator by alternately striking names until one remains. The City shall strike the first name followed by the Contractor, and shall continue in that order until one name remains.
- B. If the dispute is not resolved within thirty (30) days after the end of mediation proceedings, the Parties may litigate the matter.

IX. General Provisions

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The Contractor may not assign this Agreement to any other person unless written consent is obtained from the City.
- C. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.
- D. Nondiscrimination. In the hiring of employees to perform work under this Agreement, the Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.
- E. Force Majeure. Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement, if and to the extent that such party's performance is prevented by reason of Force Majeure, as determined by the City.
- F. Notices. All notices and other communications under this Agreement must be in writing and must be given by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

Notice to City: City of La Crescent
Attn: City Administrator
315 Main Street
La Crescent, MN 55947

with Copy to:
Wieser Law Office, PC
Attn: Al Wieser, III
33 S. Walnut St, # 200
La Crescent, MN 55947

Notice to Contractor: Prologue Planning Group, LLC
Attn: Larry Kirch
3513 N Carhill Ave
Scottsdale, AZ 85251-5723

- G. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in the County of Houston, State of Minnesota.
- H. Waivers. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- I. Ownership of Documents. All reports, plans, specifications, data, maps, and other documents produced by the Contractor in the performance of services under this Agreement shall be the property of the City.

- J. Government Data. The Contractor agrees to maintain all data received from the City in the same manner as the City as required under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- K. Counterparts. This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.
- L. Savings Clause. If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.
- X. Construction of Agreement. This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

Dated: _____

Dated: _____

CITY OF LA CRESCENT

CONTRACTOR

By: _____
Mikel Poellinger, Mayor

By: _____
Prologue Planning Group, LLC
By: Larry Kirch

By: _____
Bill Waller, City Administrator

#3.3



CITY OF LA CRESCENT
Department of Police
Chief Luke M. Ahlschlager



December 12, 2023

Honorable Mayor and City Council Members
City Administrator Bill Waller

RE: 3rd Annual La Crescent Lions Frozen Apple Candlelight Trail Hike
Saturday, February 17, 2023 5:30 PM – 8:00 PM (approximate times)

The La Crescent Lions Club would like to continue their tradition of hosting candlelight hikes for our community. The club would like to host their 3rd Annual Frozen Apple Candlelight Trail Hike at Veterans Park and utilizing the Eagle Bluff Access Trail(s).

Requested city services are as follows:

1. Reserve Vets Park and the Eagle Bluff Access rail for Saturday, February 17, 2024.
2. Permission to utilize a UTV on the trail to assist with event setup and take down.
3. City Police Department officers and reserve unit. Assist with traffic control, parking management and barricades at the upper parking lot at Vets Park.
4. City Public Works – Refrain from plowing the Eagle Bluff Access rail for a least a month before the event. Assist with three garbage cans and 3-4 five gallon pails of sand.

The club appreciates the help and assistance of city staff, city public works and the city police department in bringing these kinds of events to the community.

I do not anticipate any public safety concerns and any potential disruption to traffic, bicycle or pedestrian traffic would be minimal.

I would respectfully request the La Crescent City Council grant permission for the event to proceed.

See attached memo from the La Crescent Lion Club.

Respectfully,

Luke Ahlschlager
Chief of Police

**Proposal for the La Crescent Lions 3rd Frozen Apple Candlelight Trail Hike
Saturday, February 17, 2024**

December 12, 2023

To: Chief Luke Ahlschlager and City Administrator Bill Waller

The La Crescent Lions Club would like to hold our 3rd Frozen Apple Candlelight Trail Hike on **Saturday, February 17, 2024.**

The La Crescent Lions request the following assistance from the City:

1. Reserve Vets Park and the Eagle Bluff Access Trail for Saturday, February 17, 2024.
2. Permission to run a UTV on the trail if needed to assist with event setup including placement of luminaria, and firepit on the trail.
3. **City Police Department:**
 - a. Two (2) Police Reserve officers – to assist in directing traffic and manage parking at Veterans Park.
 - b. A couple street barricades at the Upper Parking Lot at Vets Park.
4. **City Public Works Crew:**
 - a. **Please don't plow the Eagle Bluff Access Trail for at least a month before the Hike.** When the bobcat is used to clear snow off the trail, it can scrape the surface so smooth that ice forms and makes the trail hazardous. We will use snowshoes in the weeks before the hike to create a walking path. We understand the crew may plan to clear the blacktop walking path in Vets park that leads to the trailhead.
 - b. On Friday, February 16th please place these items next to the ballfield dugout in Vets:
 - i. **3 garbage cans**
 - ii. **3-4 five-gallon pails of sand** (we will use on icy spots if needed)

DESCRIPTION & BACKGROUND:

Similar to last year, we will light the Eagle Bluff Access Trail with luminaria starting at the northwest corner of the Vets Park parking lot. Hike entrance points will only be at Vets Park trailhead and the Park Street area.

The distance out and back of the lighted trail will be less than a mile. We will set up two warming stations (#1 at trailhead, #2 at turn-around point). Lions volunteers will monitor the trail and warming stations throughout the event.

Setup will occur Saturday afternoon. The hike itself will run from sunset at approximately 5:30pm to approximately 8pm. There will be no admission charged, but donations will be accepted. The event will be postponed/canceled if conditions are dangerously cold or icy with notice posted on Facebook.

We will promote the event to encourage local families to attend, as well as hiking enthusiasts from outside La Crescent. The Lions will communicate with the businesses near the park to make them aware of our plans. We are checking with the La Crescent Area Event Center to see if they have any events occurring on that Saturday that we need to be aware of.

We would be happy to discuss our plans further or answer any additional questions. Thank you for your consideration.

La Crescent Lions Club
Project Chairs: Teresa O'Donnell-Ebner and Patti Martell

#3.4



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: December 13, 2023
RE: Personnel Committee Recommendation

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

1. The Personnel Committee is recommending that effective January 1, 2024, the City Council remove Vernon Bridwell, Christopher Fruechte, Abigail Kerska, and Ryan Steffes from probationary status and classify each of them as regular City of La Crescent Firefighters. A letter from the Fire Chief regarding this recommendation is included.



La Crescent Fire/Rescue

To: Personnel Committee
La Crescent City Council
Bill Waller – City Administrator
From: Chief Tom Paulson
Date: 12/12/2023

RE: Fire Fighter probationary period

The following fire fighters have completed their probationary period effective 1/01/2024:

Vernon Bridwell
Christopher Fruechte
Abigail Kerska
Ryan Steffes

All have proven dedicated members of the department and as Chief I respectfully request approval to consider them as fully qualified active duty fire fighters.

Sincerely,

Tom Paulson
Fire Chief
La Crescent Fire Department

#3.5



TO: Honorable Mayor and City Council Members
FROM: Chris Fortsch, Administrative Assistant 
DATE: December 14, 2023
RE: 2024 License Renewals

The City has received the attached 2024 license renewals since the last City Council meeting.

The applications appear to be in order, and I would suggest that the City Council approve the license renewal applications for 2024.



2024 LICENSES RENEWALS	\$45.00	\$100.00	\$280.00	\$300.00	\$150.00	\$1,150.00	\$200.00	\$45.00	\$500.00	\$150.00	\$50.00	REC'D/
	OFF-SALE	3.2	3.2	WINE	OFF SALE	ON-SALE	LIQUOR	LIQUOR	SOLID	WASTE	TECHNICIAN	DATE
BUSINESS												
7 Rivers Mechanical LLC								X				12.08.2023
Harter's Quick Clean-Up									X			12.14.2023
Savage Heating & Air LLC								X				12.13.2023

3.6



TO: Honorable Mayor and City Council Members

FROM: Chris Fortsch, Administrative Assistant

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

DATE: December 12, 2023

RE: Gambling Permit Application

The City has received the following gambling permit application:

ABLE, Inc. – event date is April 19, 2024 at the La Crescent Area Event Center

The application for the gambling activities appears to be in order, and I would suggest that the City Council approve the application and authorize that it be forwarded to the Minnesota Gambling Control Board.

3.7

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



December 14, 2023

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

RE: La Crescent, MN
Wieser Park Improvements
Pay Request #3 - Final

Dear Mr. Waller:

Enclosed is Pay Request No. 3 for work on the above referenced project. We recommend payment in the amount of \$12,512.36 to:

Zenke, Inc.
87 Main Street
La Crescent, MN 55947

Acceptance by the City Council will initiate the start of the two-year maintenance bond, as specified in the contract documents.

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read 'Timothy A. Hruska', is written over the company name.

Timothy A. Hruska, P.E., L.S.
City Engineer

cc: Travis Zenke

2905 South Broadway
Rochester, MN 55904
Phone 507-288-3923

whks

Final PAYMENT ESTIMATE
FOR CONSTRUCTION WORK COMPLETED

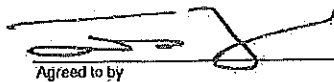
Project: Wieser Park Improvements
Project No.: 9618.10
Location: La Crescent, MN
Contractor: Zenke, Inc.

Bid Price: \$181,525.52
Date: Dec 14, 2023
Estimate #: 3 - Final
% Complete: 114%

Item No.		Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
1.	Mobilization	1	LS	\$4,200.00	1		1	\$4,200.00
2.	F&I 6"x6" Wye Branch, Alternate Pipe	5	Each	\$107.00	5		5	\$535.00
3.	F&I 6" PVC, SDR 26	347.62	L.F.	\$25.88	364		364	\$9,420.32
4.	F&I 18" PVC SDR 26	224.54	L.F.	\$95.92	225		225	\$21,582.00
5.	Connect to Ex. Structure	1	Each	\$1,200.00	1		1	\$1,200.00
6.	Construct Structure, Type 4 (48"), 0' to 6' Deep	1	Each	\$2,859.00	1		1	\$2,859.00
7.	Construct Structure Type 1, 0' to 6' Deep	1	Each	\$2,565.00	1		1	\$2,565.00
8.	Construct Structure Type H, 0' to 6' Deep	1	Each	\$3,125.00	1		1	\$3,125.00
9.	Remove Conc. Curb & Gutter	40	L.F.	\$6.50				\$0.00
10.	Remove Concrete Walk	172	S.F.	\$1.50	275		275	\$412.50
11.	Remove Bit. Pavement - Driveway	7	S.Y.	\$36.00				\$0.00
12.	Common Excavation (P)	950	C.Y.	\$21.00	950		950	\$19,950.00
13.	Aggregate Base Placed (CV), Class 5 (6")	168	C.Y.	\$30.72	244		244	\$7,501.82
14.	Aggregate Base Placed, Stabilized Aggregate, Modified (12")	336	G.Y.	\$30.72	329		329	\$10,093.98
15.	Geotextile Fabric	1011	SY	\$1.80	1,011		1,011	\$1,819.80
16.	7" Concrete Driveway Pavement	13,463	S.Y.	\$65.34	19		19	\$1,241.46
17.	6" Concrete Pavement	904,667	S.Y.	\$57.92	1,004		1,004	\$58,151.68
18.	Type LV3 Asphalt Pavement Patch In kind (PG 58-28)	7	S.Y.	\$302.50				\$0.00
19.	5" Concrete Walk	2784	S.F.	\$6.05	1,192		1,192	\$7,211.60
20.	7" Concrete Walk	172	S.F.	\$7.54	175		175	\$1,315.50
21.	Concrete Curb & Gutter, Design B624	40	L.F.	\$55.00	23		23	\$1,265.00
22.	Truncated Domes	8	SF	\$110.00				\$0.00
23.	Light	1	Each	\$8,195.00	1		1	\$8,195.00
24.	Parking lot striping	1	LS	\$770.00	1		1	\$770.00
25.	Pavement Marking, ADA Spot designation	2	Each	\$55.00	2		2	\$110.00
26.	Handicap Parking Post and Sign	2	Each	\$550.00	2		2	\$1,100.00
27.	Electric Vehicle Parking Post and Sign	2	Each	\$550.00	2		2	\$1,100.00
28.	Concrete Bollards	4	Each	\$550.00	2		2	\$1,100.00
29.	Silt Fencing, Type Heavy Duty	430	L.F.	\$10.00	817		817	\$8,170.00
30.	Inlet protection	2	Each	\$100.00				\$0.00
31.	Seeding	0.28124	Acre	\$3,500.00	1		1	\$3,500.00
32.	Stabilized Vehicle Exit	1	Each	\$1.00				\$0.00
				\$0.00				\$0.00
Extra	Drain Tile in Parking Area	1	LS	\$3,695.00	1		1	\$3,695.00
CO #1	Drain Tile between existing parking lot and pavilion	1	LS	\$2,246.48	1		1	\$2,246.48
CO #2	Sidewalk between shelters	1	LS	\$20,527.50	1		1	\$20,527.50
CO #3	Sidewalk around condensing units	1	LS	\$2,246.48			1	\$2,246.48
Total Work Completed								\$207,564.12

Less Previous Payments \$195,051.76

Net Payment this Estimate **\$12,512.36**


Agreed by

 President
Title
Date: 12/14/2023

#6.1

TO: Honorable Mayor and City Council Members
Park and Recreation Commission Members
FROM: Bill Waller, City Administrator
DATE: December 11, 2023
RE: Meeting Minutes
December 4, 2023

The La Crescent Park and Recreation Commission met at 5:30 p.m., on Monday, December 4, 2023, in the Wieser Park Pavilion at Wieser Park. The following members were present: Jon Steffes, Paul McLellan, Maseray Bangura, Patti Martell, Marge Loch-Wouters, Diana Adamski and Sarah Wetterlin. Also in attendance were Teresa O'Donnell-Ebner, Chris Fortsch, and Bill Waller.

1. It was the consensus of the Commission to approve the minutes of the October 30, 2023 Park and Recreation Commission meeting as presented.
2. The Commission discussed the proposed dog park project, and reviewed the draft of a site plan for a dog park located at Vetsch Park. Discussion followed from members of the Commission, and input and comments were received from approximately 7 of the individuals that attended the meeting. The Commission agreed to have the Minnesota Land Trust review the site plan for Vetsch Park as it pertains to the conservation easement on the property, and to have the City Engineer evaluate stormwater plans for each of the proposed sites. This information will be presented and reviewed at the next Park & Recreation Commission meeting.
3. The next Park & Recreation Commission meeting will be February 5, 2024. The meeting will be held at the Wieser Park Pavilion.
4. There being nothing further to discuss, the meeting was adjourned at approximately 6:30 pm.