

CITY OF SAINT PETER HOT SHEET



All the City news you need to know and a little bit more!

City Info Line 507-934-0675 TDD #711

The City of Saint Peter is an equal opportunity provider.



The following information is a publication of the City of Saint Peter, City Administrator's Office, 934-0663, 227 South Front Street. Please contact us at barbaral@saintpetermn.gov www.facebook.com/cityofsaintpeter



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CITY COUNCIL ACTIONS – Action taken by the City Council on September 26, 2016 included authorization for purchase of three replacement vehicles for the Public Works Department; approval of the preliminary tax levy; authorization for preliminary engineering work for projects to make improvements at the Front Street Substation and for refurbishing the Broadway Water Tower; approval for renewal of the cable television franchise agreement with Crystal Communications dba Consolidated Communications; approval of new business licenses; designating the new park at Traverse Green Subdivision as Prairie Ridge Park and the new park adjacent to the High School as Community Spirit Park; and approving modifications to certain positions in the Public Works Department.

The next City Council meeting is October 10, 2016 at 7:00 p.m. in the Governors' Room of the Community Center. For more information on City Council meetings, please contact the City Administrator's office at 507-934-0663. Copies of the Council packet are also available on the City's website at www.saintpetermn.gov/city.

CITY OFFICES CLOSED - All non-emergency City offices will be closed until 1:30 on Tuesday, October 4, 2016 as City staff participate in a training session. We apologize for the inconvenience.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) – Part Three...

State funding changes over the past eleven years mean local property taxes are more heavily

depended upon to make our operations go.

Our Financial Position Today - The City, as reported by our auditors, is in very good financial shape. The General Fund ended the 2015 year with revenues over expenditures by \$11,714 and reserves increasing to \$3,485,369. The projected change to fund balance in 2016 shows an anticipated decrease of \$63,948. Building permit revenue collected over three years instead of in 2016 contributed to this change.

Working Plan Thus far - The 2017 budget is not balanced. Expenditures will be greater than revenues. This is not a good or bad thing it is just the plan and we are happy that our understanding of these issues has evolved over the last number of years. Based on our Fund Balance Policy for the General Fund which says the reserve should be "35% to 50% of the following years budgeted expenditures", we believe this is acceptable.

Based on the proposed budget we will have a projected fund balance of \$3,214,693 at the end of budget year 2017. Based on our current projections, the reserve percentage for the end of 2016 will likely be approximately 46.8%, and end in 2017 at 44.1%. This doesn't include the restricted balance shown for Fire equipment (\$22,500).

General fund expenditures are planned for an increase of \$385,241 over the 2016 Budget driven by a sidewalk plan, personnel costs, park improvements, City Hall maintenance, and capital. Major changes have been made in the past due to the LGA reductions and trying to maintain reasonableness in our tax levy, but this year we are again confident that the State will provide the levy of LGA promised.

Some of the tools used to provide the 2017 budget year include:

- Enterprise funds transfers have been estimated based on projected sales for the 2016 year. This is a very conservative approach, but we

have seen consumption reductions after the initial rate increase. Transfers will remain at 6.5% of sales for the Electric, Water, Wastewater, and Stormwater budgets. Please know that the transfers are based on percentage of gross revenue, so even though they are likely to change, we believe this assumption is appropriate as a starting point.

- Wage modifications for all union and non-union are about 3%.
- The Streets Division still operates with an Equipment Operator position going unfilled.
- We will continue to make operational changes that we hope will reduce overtime and may mean changes when and how some activities are undertaken. Except for the Police budget, we budgeted hours of overtime at the levels we have seen for 2011-2013.
- Fire Relief Association levy remains at \$0 for the 2016 year.
- We continue to self-fund a higher deductible for Property/Casualty Insurance coverage across all funds. We do not plan to transfer any funds to the insurance pool as the budget premium no longer offers a saving from the initial creation of this fund. After the claim deductibles are closed, the 2016 fund balance will be approximately \$240,000.
- 2017 Local Government Aid is not planned to be reduced from the anticipated amount. We plan to receive \$75,000 over the 2016 allocation (\$3,020,981).

So there it is, the nitty gritty of the budget plan, again, not just based on the numbers, but based on the plan. The numbers are a measurement tool but the plan is what we will try to accomplish using the resources the City Council provides and we hope to be good stewards of.

Will you read the entire budget document? You can find it at [September 26, 2016 City Council Packet](#) on our web site. Will you make the time to find out about what your tax dollars are being planned for? It makes me wonder.....

POWER OUTAGE – Limited areas of the community experienced a brief power outage on Tuesday, September 27th. The outage was caused by a contractor hitting a line. Crews restored power quickly and are making repairs today.

MAYOR FOR A DAY CONTEST - Kids...What would you do if you were Mayor for a Day? The League of Minnesota Cities (of which the City of Saint Peter is a member) is asking 4th, 5th, and 6th graders what they would do as "Mayor for a Day" in their annual essay contest—specifically, how they would make it

easier for residents to get from place to place (entries must be handwritten and postmarked no later than October 17). This is the second year of this contest and we would really like to see a winner from Saint Peter this year!

Three winners will be chosen, awarded \$100 each, and winning essays will be published in the League of Minnesota Cities magazine. Kids (and their parents) can access the entry form at [MAYOR FOR A DAY CONTEST](#) . Good luck!



ABSENTEE VOTING – Absentee ballots are now available from the Nicollet County Public Services Department at the

Nicollet County Government Center (501 South Minnesota Avenue, Second Floor).

Following a change in election law a couple of years ago, voters no longer need a reason to decide to vote by absentee ballot. It is now open to all registered voters.

Voters must first complete an absentee ballot application which is available at the Government Center, or online at [ONLINE ABSENTEE BALLOT APPLICATION](#).

For questions about absentee voting, please contact Nicollet County at 507-934-7806.

VOTER REGISTRATION – If you are not registered to vote....or if you moved or changed your name since the last time you voted....you still have time to pre-register to vote. Pre-registration will save you lots of time on what will surely be a very busy Election Day.



Voter pre-registration can be done online at [Voter Registration](#) or in person at the Nicollet County Government Center (501 South Minnesota Avenue). Voters have until 5:00 p.m. on Tuesday, October 18th to pre-register to vote.

Gustavus students please note.... Students are not allowed to use 800 West College Avenue as their address for voting purposes. Students living in Gustavus controlled housing must use their dorm name and room number as their address for voting. This allows election officials to determine which actual precinct students live in as the campus is split among multiple precincts. Students living off-campus must use the actual street address of their residence.

For questions about voter registration, please feel free to call the City Administrator's Office at 507-

934-0663 or check out our website at [election information](#).

HYDRANT FLUSHING -

The Water crew from the Public Works Department will begin fall hydrant flushing and flow testing on October 10th. The work is being done overnight between the hours of 8:00 p.m. and 6:00 a.m. to minimize disruption to customers. The work will continue until all hydrants are flushed, but is expected to end by October 21st.



Hydrant flushing could make water cloudy temporarily. Please check your water before doing laundry. If you have questions about this process, please contact the Public Works Department at 934-0670.

PARK CLOSURES – High river levels have led to flooding in some of the City’s parks. Due to this flood condition, the City’s dog park and the south end of Riverside park, which encompasses the Frisbee Golf course and the campground, have been closed until flood waters recede. Residents are asked to not drive around the barricades to access flooded areas.

YARD WASTE COLLECTION - The City of Saint Peter will be collecting brush and garden waste such as tomato plants, flowers, etc. at curbside the week of September 26th. Brush and garden waste must be placed parallel and adjacent to the curb by 7:00 A.M. Monday, September 26th. Brush or garden waste will not be collected after the week of September 26th.

Leaves and grass clippings will be collected south of Broadway starting at 7:00 A.M. Monday, October 24th and north of Broadway at 7:00 A.M. Monday, November 7th.

Leaves must be placed within six feet (6’) of the curb line and should be parallel to the curb. Please

do not put the materials in the street or in bags and do not include animal wastes with the leaves. Do not place brush and grass clippings by trees, posts, etc. and please do not park in front of the yard waste until pick-up is complete.

The collection process takes a long time to complete, (it took five weeks in 2015), and in order to complete the process before it snows, crews sometimes have to start before all the leaves have fallen. To be fair to all, the crews rotate which end of the community they start on each year.

For those living on a corner lot, please note that it is possible that one side of your property will be picked up before the other as the trucks run north to south and then east to west to be more efficient in the collection process. If you want your materials collected on the same day, make sure to place the materials on the same side.

Crews only go through an area once; so if your yard waste is not out by the dates and times mentioned above it will not be picked up but can be taken to the City’s yard waste drop-off site located at the intersection of North Swift Street and West St. Julien Street.

DROP-OFF SITE - The brush and soft yard waste drop-off sites located at the southwest intersection of St. Julien and Swift Streets are open year around (24-7) for use by City residents to drop off brush and soft yard waste.

This service is provided and funded by the Environmental Service Fee on City utility bills.

TREE TRIMMING NOTICE – City crews will be trimming boulevard trees in the next few months. This is done for vehicle and pedestrian safety and to maintain a healthy urban forest. City regulations require boulevard trees to be trimmed to a minimum height of 8 feet above sidewalks and 14 feet above the street.

Should you have any questions about this work, please call the Department of Public Works Office at 934-0670.

CITY MEETING CALENDAR - This calendar is subject to change. Should you have a question on a meeting date/time, please contact the City Administrator’s Office at 934-0663 or visit the City’s website at www.saintpetermn.gov.

Wednesday	September 28	12:30 p.m.	Hospital Commission
Monday	October 3	3:30 p.m.	Housing and Redevelopment Authority
Monday	October 3	5:30 p.m.	City Council Workshop
Tuesday	October 4	until 1:30 p.m.	CITY OFFICES CLOSED –Staff training

Thursday	October 6	5:30 p.m.	Planning and Zoning Commission
Monday	October 10	7:00 p.m.	City Council Meeting
Monday	October 17	5:30 p.m.	City Council Workshop
Monday	October 17	7:00 p.m.	Parks and Recreation Advisory Board
Tuesday	October 18		DEADLINE FOR VOTER PRE-REGISTRATION
Monday	October 24	7:00 p.m.	City Council meeting
Tuesday	October 25	5:30 p.m.	Heritage Preservation Commission
Wednesday	October 26	12:30 p.m.	Hospital Commission
Thursday	October 27	12:00 noon	Economic Development Authority
Friday	October 28	8:00 a.m.	Tourism and Visitor's Bureau
Monday	October 31	5:30 p.m.	City Council Workshop
Tuesday	November 1	5:30 p.m.	Library Board
Monday	November 7	5:30 p.m.	City Council Workshop
Tuesday	November 8		ELECTION DAY