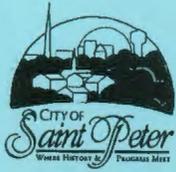


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

City Council Goal Session, Monday, June 29, 2015
Governors' Room, Community Center – 3:00 p.m.

- I. WELCOME**
- II. RULES FOR THE DAY**
- III. WHY ARE WE HERE?**
- IV. A GAME OF SORTS**
- V. DEEP DIVE DISCUSSIONS**
 - A. Housing Update
 - 1. Housing Subdivision
 - 2. Solace Project
 - 3. Downtown
 - 4. Other Broader Issues
 - B. Review of City/School Partnership
 - 1. Overall
 - 2. Lambert/Hermel Property
 - C. Customer Facility Technology
 - D. Local Bidding Issues
 - E. Education Benefit Change
 - F. Partnerships
 - G. Organizational Health
 - H. Heritage Preservation Commission
 - I. Sustainability Boundary
 - J. Communication Tools
- VI. QUICK HIT DISCUSSIONS**
 - A. Review of Last Goal Session Take-A-Ways
 - B. Budget Process Initiation
 - C. Long Term Facility Finance Plan
 - D. Hospital Commission Spending Limits
 - E. Motivating Volunteers/Council Candidates
 - F. Human Rights Award Review
 - G. Stormwater Update
 - H. Gateway
 - I. July 20th Workshop Cancellation
 - J. City Code Books
 - K. Downtown Priorities Review
 - L. North Commercial District Priorities Review
 - M. Do You Want/Need A More Structured Vision?
 - N. Others
- VII. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. WELCOME

II. RULES FOR THE DAY

Typically the Council will take a few moments to review the brainstorming rules. We might also delve into "Hurling Day", determine a "break caller" and generally visit about how your time will be spent together.

III. WHY ARE WE HERE?

A review of the goals for your discussion over the next few hours.

IV. A GAME OF SORTS

Trying out a new game to prime the "discussion pump". (Like you really need that pump primed 😊)

V. DEEP DIVE DISCUSSIONS

A. HOUSING UPDATE

1. Housing Subdivision
2. Solace Project
3. Downtown
4. Other Broader Issues

B. REVIEW OF CITY/SCHOOL PARTNERSHIP

1. Overall Partnership
2. Lambert/Hermel Property

C. CUSTOMER FACING TECHNOLOGY

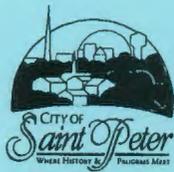
A review of things that we can do to enhance our customer experiences and be responsive to needs.

D. LOCAL BIDDING ISSUES

A review of the rules based on a question asked at a Council meeting which went something like this..."Can we give the bid to the local vendor because they are here and the bid is only about \$200 more by the local guys?"

E. BENEFIT CHANGE OPPORTUNITIES

A discussion on two specific benefit changes including education incentives and the definition that sets Part-Time Employee probationary hours needed to be considered off probation.



F. PARTNERSHIPS

A discussion on our partners and what we can do to build relationships and provide more opportunities to our tax and rate payers.

G. ORGANIZATIONAL HEALTH

A regular review of issues including "Council on Council mayhem", Staff/Council relationship, opportunities for discussion, and a host of other things.

H. HERITAGE PRESERVATION COMMISSION

A follow-up to our discussion about "Demolition by Negligence" and follow-up on related issues.

I. SUSTAINABILITY BOUNDARY

A topic the Council asked to have on this Goal session. As I recall this evolves around electric, environmentalism, sustainability of resource and a vision for your community into the future and role the City should play in that.

J. COMMUNICATION TOOLS

A review of our primary communication tools and solicitation of your thoughts on changes, modification, efforts both new and old.

VI. QUICK HIT DISCUSSIONS

A. REVIEW OF LAST GOAL SESSION TAKE-A-WAYS

A review as described above. This is meant to be a follow-up just in case you forgot what you decided last time.

B. BUDGET PROCESS INITIATION

A refresher on this very important process that we will be starting in a few weeks.

C. LONG TERM FACILITY FINANCE PLAN

An opportunity for me to tell you I haven't done much on this since March 30th, but I still hope to gauge your current sense of priorities related to City Hall, Fire Hall, Pavilion or others.

D. HOSPITAL COMMISSION SPENDING LIMITS



A review of the ordinance related to Commission spending limits set by the Council.

E. MOTIVATING VOLUNTEERS/COUNCIL CANDIDATES

A follow-up from your last Goal Session. You have taken a few actions. Is it your sense that this will not move in a new and better direction?

F. HUMAN RIGHTS AWARD REVIEW

A review of this issue that I convinced you to think about one more time even though most of you said maybe this should be on hiatus.

G. STORMWATER UPDATE

An update of the north end work being done and a glimpse as to what the future may hold and we look to develop plans that meet the ever increasing requirements.

H. GATEWAY

A review of the white paper on this issue so that you can discuss and be ready should question arise.

I. JULY 20TH WORKSHOP CANCELLATION

My hope is to convince you to take the first one off in about 15 years as both Barb and I will be away in advance of this meeting.

J. CITY CODE BOOKS

A review of your need for and use of the Code books.

K. DOWNTOWN PRIORITIES REVIEW

A review of this document, which we do at almost every Goal Session.

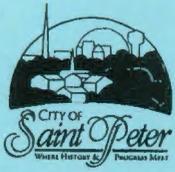
L. NORTH COMMERCIAL DISTRICT PRIORITIES REVIEW

A review of this document, which we do at almost every Goal Session

M. DO YOU WANT/NEED A MORE STRUCTURED VISION?

An open ended discussion on your wishes for that Big Picture plan.

N. OTHERS

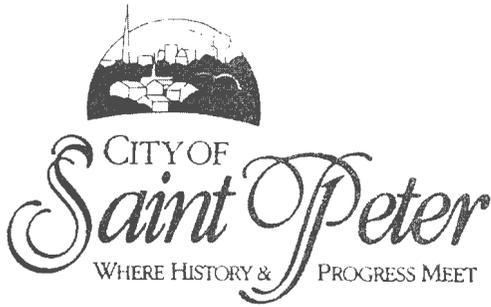


CITY COUNCIL GOAL SESSION
JUNE 29, 2015
3:00 P.M.

A discussion on any topics that may interest you. After all...it is your meeting!

V. ADJOURN

Office of the City Administrator
Todd Prafke



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/5/2015

FROM: Todd Prafke
City Administrator

RE: Hallett's Landing Apartments/Solace Project

ACTION/RECOMMENDATION

Approve the attached resolution directing staff to provide a letter of support to Southwest Minnesota Housing Partnership (SWMHP) for a Minnesota Housing Finance Agency Tax Credit allocation for the Hallett's Landing Apartments/Solace Project.

BACKGROUND

Members may recall multiple discussions about the Solace Project. Council took action to support an application for funding to the State of Minnesota through the Minnesota Housing Finance Agency a number of months back. That City support was expressed through commitment to sell land for the project north of the Sunrise Drive Water Tower along Sunrise Drive. While that application was not awarded funding in the last cycle, the group looking to develop the project has continued to be hard at work on applying for funds in the new funding cycle.

A revised project, as discussed at your last workshop, is envisioned generally as an apartment style structure that will provide opportunity for general occupancy with a specific number of units intended to assist those who have met the criteria of drug court to be united with their children, have consistent housing, and receive supportive and job training services in a defined program. SWMHP has provided additional information about the proposed project which is included in your packet. What you are seeing tonight is substantially similar to what you discussed at your workshop but very different from your past review of the Solace Project.

Specifically Southwest Minnesota Housing Partnership would need and is requesting:

- A letter of support for funding
 - Change in zoning for the property (which has already been discussed prior to and independent of this project),
 - A tax increment financing agreement similar to what you have at Park Row Crossing. I do not know the number for the increment as the project is not designed to a point needed for that analysis, however State Statute clearly defines uses and I would expect a similar number to the amount provided for Park Row Crossing. That number was slightly more than \$600,000. There are a

number of factors that apply to the Statute and are similar to Park Row Crossing exemplified by proximity to utilities. Any district would be "pay as you go" financing.

The change in overall project design and occupancy plans does help us to continue to meet the rental housing needs identified in the Housing Study from 2014, but you should note that the rental income requirements are lower than on the Park Row Crossing project. You do continue to have needs in that marketplace and in fact it could be argued, and is in your housing study, that your needs are greater at that income level. In many respects this project is very similar to the Sibley East project in Mankato with the addition of the Solace programing component.

At your workshop the Council asked for data in a few specific areas. Those areas generally related to our more recent development and plans for market rate and under market rate housing and ownership of units by SWMHP. We focused on data collection of the last four years as very little development activity occurred in the 2008 to 2010 years which of course was the "great recession" time frame.

Over the last four years, forty units of subsidized rental units have been built and received a Certificate of Occupancy. That development was your partnership with SWMHP at Park Row Crossing.

A total of 52 market rate rental units have been or are currently being built. Those are Drummer's Apple Tree Village development which are occupied and Mattson's Washington Terrace development which should have occupancy in July.

The Council also asked how many rentals does SWMHP control as compared to total rental in Saint Peter. Building Official Busse indicated that we license 1,411 rental units throughout our community.

SWMHP:	Park Row	40	36 rent caps/4 homeless
	Nic. Meadows Thms	20	11 rent caps/9 market rate
	Central Square	55	43 rent caps/12 market rate
	Maplewood	30	30 Rent Cap?
	TOTAL	145	

This means that SWMHP owns 10.2% of rental market. Our next largest rental owners are John and Lisa Volmary who own 6.0% of the total units in the community.

The Council also asked about future market rate projects developing in the near term. We expect Drummer Development to start 40 market rate units in Welco West yet this year for 2016 occupancy and another developer is considering a triplex or a duplex on Old Minnesota Avenue. If all this occurs as planned, that would provide for 1,502 rental units in the community of which SWMHP would own 193 for a total of 12.8% of the market. There may be other activity being evaluated by developers that we are unaware of.

The Council also discussed a want for a review of providing a portion of the units at market rates. Please find attached a memo from SWMHP on that issue. But generally, it reduces the points received in this competitive process to a level that it is unlikely to receive funding which would mean that SWMHP is unlikely to make an application.

Since the Council had not reviewed the Housing Study from 2014 for a while, you asked us to reference relevant data from that Study. Below is what we believe to be the most relevant data.

"The recommendations made in the 2005 Study continue to apply. Preservation of existing resources and future expansion of tenant based rent assistance remain as important community affordable housing strategies. (City of Saint Peter, Housing Study Update 07/12)

"According to the 2010 American Community Survey, nearly 50% of the City's renters were paying 30% or more of their income for housing. Overall, nearly 600 renter households reported that a large share of their monthly income was required for rent. Approximately 93% of these cost-burdened households had an annual income below \$35,000, and most would be income-eligible for a subsidized housing unit." (City of Saint Peter, Housing Study Update 07/12)

"St. Peter's current inventory of tax credit / moderate rent housing is 134 units. The proposed project [PARK ROW CROSSING] would raise this to 170 units. This would represent housing opportunities for approximately 2.8% of all households within the Market Area, and 4.7% of all St. Peter households in 2014." (City of Saint Peter, Housing Study Update 07/12)

FISCAL IMPACT

While there is no direct fiscal impact to the action proposed in the resolution, and while funding through Minnesota Housing Finance agency is competitive, members should know that if funding is provided, work should start on the Development and TIF agreement (which would need additional approval of the Council). Additionally, the process for modification to the land use would begin upon receipt of an application.

ALTERNATIVES AND VARIATIONS

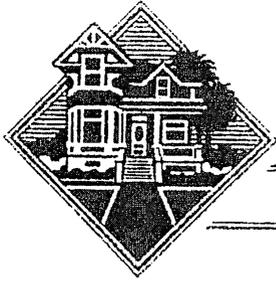
Do not act. Staff would wait for further direction, but as discussed at your workshop, the application period is June 18th and without a special meeting the application process time frame would run out.

Negative vote. Staff will inform SWMHP of your decision.

Modification of the resolution. This is always an option for the City Council.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal

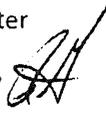


Southwest Minnesota Housing Partnership

"Putting Together the Pieces of Community Development"

MEMORANDUM

June 4, 2015

To: Todd Prafke, City of St. Peter
From: Rick Goodemann, SWMHP 
RE: Hallett Pond Housing Proposal.

This project has been modified from the Solace proposal that we submitted a year ago for funding through the MHFA Request for Proposal process. As you know we were not successful. I thought that it would be clearer if I reported to you in writing concerning what has transpired and our rationale to why we are proposing a significantly different project.

The Solace project was proposed in response to a housing need that has been articulated by the Nicollet County Court System and Nicollet County Health and Human Services. That need is the inability to secure stable housing for persons exiting the criminal justice system or court mandated treatment. The goal is to offer a safe, secure and stable environment to support the reintegration of women with their children. The SWMHP found the need compelling both from an access to housing issue and the need to focus and integrate intensive services. Compelling also is the need to reduce the cost to tax payers created by individuals with criminal or chemical dependencies issues that cannot access housing, become homeless and cycle back into the criminal justice system. Our third party 2014 market study confirmed the tight housing market and demand for this type of housing. Our 2015 study will re-affirm the demand as well. I do value the strong support shown by the City of St. Peter and the great dialogue that occurred around this issue and the resulting proposal.

Last December, we (Court System, Nicollet County, ACS and SWMHP) met with MHFA and the MN Department of Health and Human Services to discuss improvements to the project. The major issue that was discussed as an issue was the proposed use of group residential housing (GRH) resources on 100% of the units. We had no indication that there were any other concerns about the proposal and its services. Since then we have seen an erosion of support.

On April 19th we were informed by Sue Serbus that she had strong indication that the MN Department of Human Services would not support the project;

On April 21 Judge Krehbiel, Sue Serbus and I attended a work session of the County Board of Commissioners, at their request. While we did not request anything from them it was clear that the Commissioners are split over the project and the involvement of their staff.

Sue followed up with discussions with several of her contacts and reported back to the group that there was active opposition from the MN Department of Health and Human Services to the project concept and would likely be active opposition to the project.

I followed up with a call to my contact at Minnesota Housing. It was confirmed during that conversation that there had been discussion about this project between MHFA and DHS and that the project as currently conceived was not likely to be funded. The major issue is the intensive service model, tight population targets and the "code of conduct" that was explicit within the services model. The Solace model is felt to be in direct violation of the intent of the Federal Olmsted Act.

After my call with MHFA, I discussed changing the project with you to a more general occupancy project. I informed you that Pell Realty was not willing to sell the property south of the hospital. You confirmed that the original site was not available due to zoning non-compliance based on the now more residential nature of the project.

On May 20 the Solace partners met to assess the viability of proceeding with the existing concept. The decision is to proceed incorporating a mixed population approach (moving away from what the State feels is the most egregious issue) and to increase the number of overall units to respond to the tight market while providing units dedicated to serving the original tenant base. We felt that providing 10 units was better than submitting a proposal that was not going to be funded.

SWMHP changed design, moved to secure the Hallett Pond site and prepared a new project based on a fusion of general occupancy with a set-aside of 10 units for Solace type residents. We need to secure application points above 75 points in order to be competitive (75 points was the threshold to secure funding in 2014). The project as presented at the Council work-session with the mix of tax-credit and GRH units supports 84 points. That is assuming that the Council approves TIF (20% administration).

I incorporated market rate units into the proposed project in response to the discussion that occurred at the Council work-session on June 1. Moving 5 of the 48 units to market rate resulted in the points falling to 72 points. The scoring area that is impacted is termed "readiness to proceed". Points are assessed based on the total cost of the project and deducting the debt (mortgage) and equity (tax credit equity) off-set by any other funding that is secured. The maximum points in this area are 14. The project based on 100% tax credit eligibility plus debt results in a small gap of \$117,974. SWMHP would allocate \$80,000 to the project and maximizes the points and secures all 14 points. However, as you reduce the proportion of tax credit units, tax credit equity falls at a much greater rate than additional debt grows based on achievable rents. With 5 units the gap moves from \$117,974 to \$616,573. The points fall from 14 to 2. As I reduce market rate units from 5 to 2 units I am only able to move up to 76 points. This does not appear to provide a viable way of meeting the desire expressed by the Council of broadening the market. Market and marketing issues are another consideration and a concern with such a small number of market rate units.

It appears that the project can be competitive, but only as a project that serves low and moderate income tenants.

Hallett's Landing Apartments Project Summary (2015)

Purpose: To provide large family affordable rental housing for low and moderate income work-force. In addition ten (10) units will serve homeless families or families at significant risk of homelessness.

Project Location:

- Address 1000 North Third Street, St. Peter, MN.

Project Characteristics:

- New apartment building on Hallett's Pond
- Three story, elevator building with underground parking – 48 parking spaces
- 100% of the units will meet universal design standards
- Community center with meeting space, computer lab, secured tenant storage, fitness center and on-site managers office.
- Property will have video security system.
- Construction will meet or exceed Green Community and Energy Star standards.
- 48 units – Meeting the following rent levels:
 - 2 – one-bedroom units (Homeless/at risk) - \$645 rental rate (GRH based on disability)
During the integration process the parent may only have visitation
 - 6 – two bedroom units (Homeless/at risk) - \$638 rental rate (GRH based on disability)
 - 2 – three-bedroom units (Homeless/at risk) - \$631 rental rate (GRH based on disability)

 - 6 – one bedroom units - \$625 rental rate (low/mod 60% AMI)
 - 22 – two bedroom units - \$750 rental rate (low/mod 60% AMI)
 - 9 – three bedroom units - \$850 rental rate (low/mod 60% AMI)

 - 1-two bedroom unit - \$750 rental rate (manager unit – no income restriction)
- Total Development Cost - \$9,860,793 May change based on soils

Site Considerations & Market Amenities:

The site offers direct access to infrastructure requiring little investment in the extension of public infrastructure extension off of North Third Street. The site is located within easy walking distance of retail and other services near the fairgrounds and on Hallett's Pond. Access to community connections to transit, (Shopko) sidewalk and bike trail are close to the site.

- Green space will be retained and improved in order to create opportunities for outdoor activities including community garden, covered shelter, playground and soccer field.
- Heated underground parking incorporating a storm shelter
- Tenant storage facilities included in garage area
- Community room available for tenant use including kitchen facilities
- Wi-Fi connection and computer lab
- Interior fitness center with elliptical, trend mill and exercise bike

Tenant Income: 60% or less area median income is required to qualify. After initial qualification, family incomes can rise indefinitely. 2015 income qualifications are as follows:

Family Size	Income
1	\$29,820
2	\$34,080
3	\$38,340
4	\$42,540
5	\$45,960

Project Owner/Developer: Southwest Minnesota Housing Partnership of Slayton, MN.

Property Management Company: Lloyd Management, Mankato, MN.

Services provider: ASC Psychological of Mankato, MN. A memorandum of understanding will be entered into between the property owner, property management, referral agents and service provider.

Services Model: The services model is designed to provide access to a suite of services to assist families in a comprehensive, integrated multidisciplinary assessment and therapeutic treatment process based on their assessed individual treatment needs. This treatment will be provided within a safe and secure area in which the basic needs of the client and family members are provided for.

Service Funding:

VA funding sources will be available for veterans with children who qualify for housing in this project. Ongoing funding for the case management and psychotherapeutic services for clients and their family members will come primarily from third party insurance providers and consolidated treatment funds.

Rental Assistance:

Two (2) rental assistance units funded through the South-Central Community Based Initiative to serve persons with mental disabilities.

Group residential housing (GRH) funding request through Nicollet County for 10 units has been made.



#12

CONCEPT MODEL

HALLETT'S LANDING APARTMENTS

SAINT PETER, MINNESOTA

SOUTHWEST MINNESOTA HOUSING PARTNERSHIP

MAY 28, 2015



13



- 3.04-ROOF
137' - 0" 
- 3.03-THIRD FLOOR
126' - 8" 
- 3.02-SECOND FLOOR
116' - 4" 
- 3.01-FIRST FLOOR
106' - 0" 

CONCEPT MODEL

HALLETT'S LANDING APARTMENTS
SOUTHWEST MINNESOTA HOUSING PARTNERSHIP
MAY 28, 2015



■ 1 BEDROOM UNITS
5 - 678 SF
3 - 568 SF

■ 2 BEDROOM UNITS
29 - 890 SF

■ 3 BEDROOM UNITS
9 - 1110 SF
2 - 990 SF

TOTAL UNITS 48



FIRST FLOOR PLAN - 20,044 SF

HALLETT'S LANDING APARTMENTS
SOUTHWEST MINNESOTA HOUSING PARTNERSHIP
MAY 28, 2015

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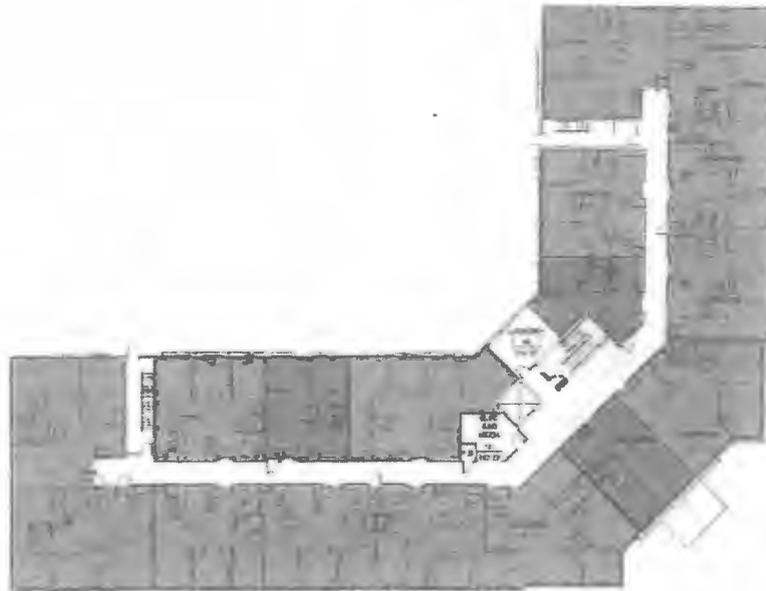
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■ 1 BEDROOM UNITS
5 - 678 SF
3 - 568 SF

■ 2 BEDROOM UNITS
29 - 890 SF

■ 3 BEDROOM UNITS
9 - 1110 SF
2 - 990 SF

TOTAL UNITS 48



SECOND FLOOR PLAN - 20,044 SF
HALLETT'S LANDING APARTMENTS
SOUTHWEST MINNESOTA HOUSING PARTNERSHIP
MAY 28, 2015

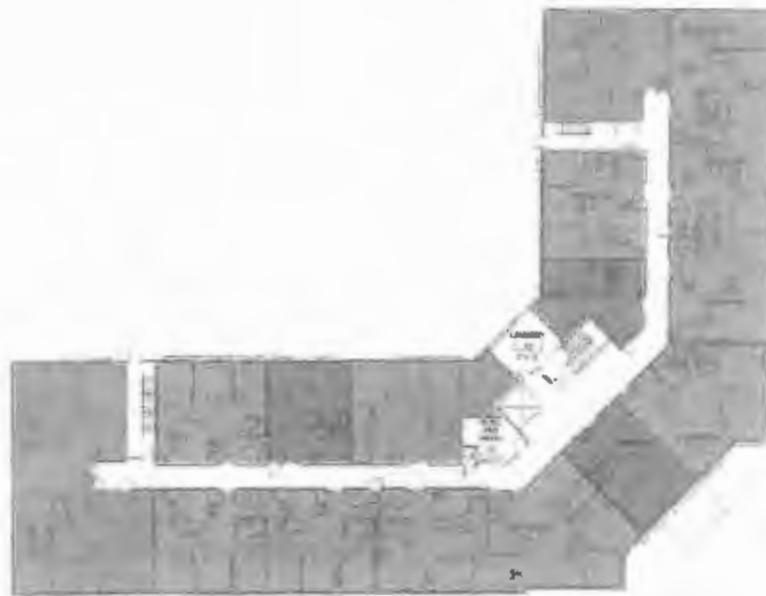
■ 1 BEDROOM UNITS
5 - 678 SF
3 - 568 SF

■ 2 BEDROOM UNITS
29 - 890 SF

■ 3 BEDROOM UNITS
9 - 1110 SF
2 - 990 SF

TOTAL UNITS 48

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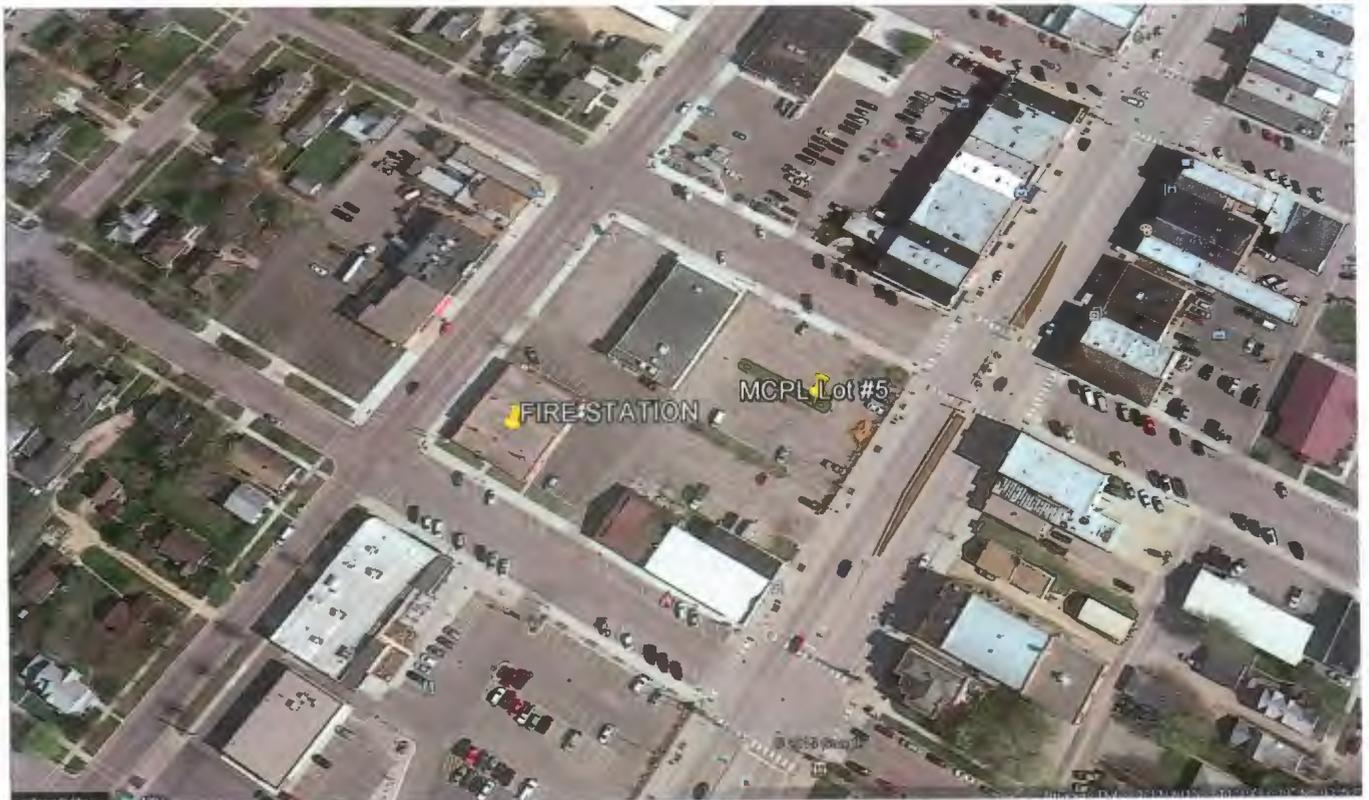


THIRD FLOOR PLAN - 20,044 SF
HALLETT'S LANDING APARTMENTS
SOUTHWEST MINNESOTA HOUSING PARTNERSHIP
MAY 28, 2015

SHOPKO
Approx Size
& Location

48 UNIT BLDG

HADLETT'S LAKE
APARTMENTS
SITE OPTION
SCALE 1" = 100'



1. Lowest responsible bidder

Minn. Stat. § 412.311, subd. 1. Minn. Stat. § 429.041, subd. 2.

Statutory city contracts and contracts of all cities for improvements under the local improvement code must generally go to the “lowest responsible bidder.” Most home rule city charters contain similar requirements, with terms such as “lowest bidder” or “lowest and best bidder” describing their selection process.

League of Minnesota Cities Information Memo: 9/1/2014

Competitive Bidding Requirements in Cities Page 16

RELEVANT LINKS:

Coller v. City of St. Paul, 223 Minn. 376, 26 N.W.2d 835 (1947). Foley Bros., Inc. v. Marshall, 266 Minn. 259, 123 N.W.2d 387 (1963).

The phrase “lowest responsible bidder” does not mean the lowest bidder, but the lowest bidder who is most likely to do faithful, conscientious work and promptly fulfill the contract according to its letter and spirit. In determining who the lowest responsible bidder is, the courts have said that the council has reasonable discretion.

State v. Snively, 175 Minn. 379, 221 N.W. 535 (1928). Kelling v. Edwards, 116 Minn. 484, 134 N.W. 221 (1912).

The successful bidder must be considered “responsible” to perform the proposed contract. “Responsibility” includes such things as the bidder’s financial responsibility, integrity, ability, skill, and likelihood of providing faithful and satisfactory performance.

Nielsen v. City of St. Paul, 252 Minn. 12, 88 N.W.2d 853 (1958).

In determining the lowest responsible bid, the council may take into consideration not only the lowest price offered, but also the actual capability of a given vendor to perform the proposed contract and whether the bidder has adequately met the terms and conditions of the bid specifications.

Otter Tail Power Co. v. Village of Elbow Lake, 234 Minn. 419, 49 N.W.2d 197 (1951).

The council has somewhat more latitude in purchasing items of equipment that are not capable of exact specifications. In making such a purchase, a council may exercise reasonable discretion in determining the lowest responsible bidder. In addition to the bid price, it may consider the quality, suitability, and adaptability of the article.

Otter Tail Power Co. v. Village of Wheaton, 235 Minn. 123, 49 N.W.2d 804 (1951).

In some situations, the council may decide what weight to give to various factors and accept what it deems to be the lowest responsible bid. Such a situation occurred when plans and specifications for the construction of a power plant demanded the consideration of several factors and no single bid was the lowest in all the factors. The court agreed the city council could use its discretion to determine which elements were the most important, and said that such a contract will not be set aside without an abuse of discretion.

A.G. Op. 707a-15 (Oct. 25, 1966).

In awarding a contract for the purchase of an item, such as a police car, a council may be able to consider the proximity of repair and service facilities in addition to the price.

Otter Tail Power Co. v. Village of Elbow Lake, 234 Minn. 419, 49 N.W.2d 197 (1951). Leskinen v. Pucelj, 262 Minn. 461, 115 N.W.2d 346 (1962).

In extreme situations, time and certainty of delivery may be grounds for not choosing the lowest bidder. However, when a city is awarding a contract on a basis other than the lowest bid, it should be able to justify its decision.

Excerpts from the City of Saint Peter Personnel Policy...

VII. EMPLOYMENT PROCEDURES AND POLICIES.

Introductory Period. The first six months of employment will be regarded as an introductory period for all full-time employees. The introductory period for all part-time employees shall be equivalent to a period of ~~520~~4,040 hours worked or one (1) year, whichever occurs first. The period will be used to evaluate the employee's ability to perform job functions and complete work assignments as well as to evaluate the employee's overall suitability for employment with the City of Saint Peter. During the introductory period, an employee may be dismissed if the employee is, in the opinion of the Supervisor and/or Department Director, unable to perform the required job functions in a satisfactory manner or if the employee's conduct is inappropriate. At the discretion of the City Administrator, an employee's introductory period may be extended for further evaluation of the employee but will in no case extend beyond twelve (12) months from the starting employment date. This extension of the introductory period, disciplinary action during the introductory period, or termination during the introductory period are not subject to the grievance procedures of this or any other policy except as may be required during Minnesota Statutes or federal law.

*The above paragraph modified by the City Council on December 10, 2012

Vacation and sick leave benefits will accrue at the appropriate rate for an employee during the introductory period but only sick leave may be used until the employee has successfully completed the introductory period.

Employees transferred or promoted to a different position will be considered to be subject to this introductory period in all respects except as regards the vacation and sick leave use prohibition.

XXI. EDUCATION

The City of Saint Peter allows and encourages many forms of in-service training to provide opportunities for improvement of an employee's skills and qualifications. These opportunities need not be limited to training for specific job functions but may include training to improve general fitness of the employee for public service.

Availability of educational opportunities will be limited by workload, staffing and financial constraints of the employee's Department.

Training such as special courses, conferences, workshops and other meetings must first be approved by the employee's immediate supervisor. The Department Director and City Administrator must also approve the request. If the training is so approved the City will pay registration fees and appropriate lodging and meal costs. Travel to and from such training, if required, will be in City vehicles when available. Personal vehicle use must follow the requirements of Section XX. Compensation for training, including travel time, will not exceed a regular work shift, including time worked on the day of training.

The employee will be expected to be at work before and after training sessions, if time permits.

Any education involving college or technical school credit must be requested in writing and approved in writing prior to course registration. The employer must be allowed no less than ten (10) working days to review a request. The request must include the type of course with a course description from the institution or sponsor, the reason for requesting the course, the expected benefit to the employee and to the City, the cost reimbursement amount requested, and time involved.

If coursework is taken for credits to be applied toward a degree program the employee will submit a degree plan of courses to be taken and a statement of the total cost reimbursement expected to be requested for this degree plan.

Time away from regular work schedule must be pre-arranged and must not adversely affect Department operations, in the opinion of the Department Director and the City Administrator. Time away from the job for this kind of education may be compensated through the use of vacation or compensatory time.

Reimbursement for coursework not suggested or required by the employer will range from half of tuition to full tuition, as determined by the City Administrator, depending on the funding available, the relevance of the employee's work and the public interest. Reimbursement for coursework grading degree credits and not suggested or required by the employer will be limited to ~~\$2,000~~4,000 per academic year and ~~\$8,000~~3,000 total reimbursement per employee. Should an employee leave the employ of the City of Saint Peter within three (3) years after completing such coursework, one half (1/2) of the reimbursement must be refunded to the City. No fees, books, materials or supplies will be reimbursed. In order to receive reimbursement, a grade of "C" or better must be obtained for the course.

Revised: 10 February 1997

XI. EMPLOYEE LEAVES.

Sick Leave. All full-time employees shall accumulate sick leave at the rate of eight (8) hours per month. Regular part-time employees shall accumulate at a rate proportional to their hours of work based on a forty (40) hour work week for full-time employees. If an employee receives compensation under the Worker's Compensation law, only that portion of his/her regular salary will be paid which will, together with said compensation received, equal his/her regular salary.

Sick leave shall only be granted for absence from duty because of illness or injury of the employee or of the employee's immediate family if the employee's presence is required by reason of the illness or injury. Minnesota Statutes 181.940 provides that an employee may use available personal sick leave to care for a sick child, adult child, spouse, sibling, parent, grandparent, or ~~step parent~~ in the same manner and under the same conditions as if it were the employee. Sick leave shall be granted for medical examinations and appointments, including dental and eye examinations, when no other opportunity for such appointments can be arranged outside of working hours. Sick leave not to exceed three (3) consecutive days may be used when an employee's presence is required at home or in the hospital by reason of serious illness or hospitalization of a member of the employee's immediate family. Such use of sick leave must be authorized by the employee's Immediate Supervisor and Department Director. In a case where the employee's presence is required for more than three (3) consecutive days by reason of the above circumstance within the immediate family, paid leave may, upon obtaining proper approval, be extended by the use of other forms of leave time, such as vacation or compensatory time. Such use of time shall be verified by a doctor's certificate or any such other evidence as may be required by the Immediate Supervisor or the City Administrator. Additional unpaid family leave time may be available when

Comment [BAL1]: Additional language added as a result of law change in May, 2013 by MN Legislature

Comment [BAL2]: Effective July 1, 2014, law also includes "mother-in-law, father-in-law, and grandchild" to the list of people an employee may use personal sick leave to care for. Also allows use of sick time for "safety leave" to provide or receive assistance personally or for listed relatives due to sexual assault, domestic abuse, or stalking. Employers must provide at least 160 hours for personal sick leave or safety leave in any 12-month period for all covered relatives, but the 160-hour limit cannot be imposed on time used for the employee or their children.

these paid leave options are exhausted through the provisions of the state and federal Family and Medical Leave laws. The City Administrator can provide additional information. The definition of immediate family shall be made by the City Administrator and shall normally consist of spouse, child, parent, sibling, parent-in-law, sister-in-law, brother-in-law, grandparent, grandchild, and members of household.

Proceeding section "Sick Leave" adopted: 07/23/2012

Parental Leave. Parental leave will be granted to eligible employees in accordance with Minnesota Statutes, Section 181.94. Sick leave may be utilized by an employee for doctor appointments, illness, and/or disability relating to pregnancy. Other leave under this law will be unpaid unless the employee elects to use compensatory hours or vacation hours to obtain compensation.

Employees working twenty (20) or more hours per week on a routine basis, and who have been employed by the City of Saint Peter for at least twelve (12) months, are eligible for a twelve (12) week unpaid parental leave of absence in connection with the birth or adoption of a child.

The parental leave must begin no later than twelve months after the birth or adoption, and notice of intent to take such leave must be given to the employee's department supervisor at least two (2) weeks prior to the commencement of such leave.

Comment [BAL3]: Law change effective July 1, 2014 for employers with 21 or more employees.

An employee returning from a parental leave of absence of twelve (12) weeks or less will be entitled to return to employment in the employee's former position or in a position of comparable duties, number of hours, and pay. An employee returning from a parental absence longer than one (1) month must notify the employee's department supervisor at least two (2) weeks prior to the return from leave.

COOPERATIVE EFFORTS (White Sheet)

SCHOOL DISTRICT

- Activity connection Senior Citizens, recreation, transit
- Facilities long term planning
 - Athletic Other Facilities, Drama, performance, arts
 - ~~City/School offices~~ this is connected to school facility program
- Budgets
 - Levy
 - Pay
 - Others
- Athletic Association Congress concept goals
- Early Childhood 95% coverage might be a goal
- The Third Floor (Keep City involved)
- City/School strategy with GAC
- Child Care
- Long Range Community Planning
- Studies (Housing Demo Others)
- ~~Official Maps~~

NICOLLET COUNTY

- Compost funds
- Library
- 1/4 - 1/4 good zone
- ~~Office space (Campus Concept) Building~~
- Criminal Justice Committee
- Law enforcement share dispatch
- ~~Official Mapping~~
- Emergency Planning
- Green Valley
- Gardner Road/County Rd. 5 Turn Lanes
- Stormwater

GUSTAVUS ADOLPHUS COLLEGE

- Parking
- ~~Housing on campus \$\$ students and alumni~~
- Performance space
- Recreational facilities
- Off-campus behavior
- Hispanic inclusion/Sister City
- Child Care
- Transit use
- Employees live in City

REGIONAL TREATMENT CENTER/STATE OF MN DEPT OF HEALTH

- Water distribution
- ~~Trail system~~
- ~~Gluek Park~~
- Future program/land/facilities
 - Parks
- Arts Association
- ~~Tourism Opportunity~~

BANKS

- Establish regular lunch meetings with them

REALTORS

- BFF
- Promotion of opportunities for young families
- Others

COMMUNITY ORGANIZATIONS

- St. Peter Arts Center
- Nicollet County Historical Society

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CHAMBER OF COMMERCE

- Promotion of Community
- Community eEvents
- Communication efforts

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GREATER MANKATO GROWTH

- REDA industrial Development
- ICLV InterCity Leadership Visit
- MSA issues
- Housing

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Memorandum

TO: Todd Prafke
City Administrator

DATE: 2/13/15

FROM: Russ Wille
Community Development Director

RE: Demolition by Neglect – International Property Maintenance Code

ACTION/RECOMMENDATION

None needed. For Council review and discussion.

BACKGROUND

Members of the Heritage Preservation Commission (HPC) have been invited to join the City Council at the workshop on Tuesday evening. The goal for the meeting is to engage in a dialogue related to opportunities designed to avoid lack of maintenance leading to demolition in the HPC District.

The genesis of this discussion comes from action taken related to the building that previously stood at 214 South Minnesota Avenue (commonly called the Mayo building or the Mom and Pops building). That building, constructed at the time of the Civil War, was believed to be the oldest commercial structure in the community. The building was placed on the National Register of Historic places as a "contributing" building within the Saint Peter Historic Commercial District as determined by the Department of Interior.

In 2014, after years of neglect, the 214 South Minnesota Avenue structure was allowed to be demolished in part due a determination by the Building Official that the building was an imminent threat to the public health and safety due to its state of disrepair. Situations such as this are referred to as "demolition by neglect". Demolition by neglect is defined as:

"A situation in which a property owner intentionally allows a historic property to suffer severe deterioration, potentially beyond a point of repair. Property owners may use this kind of long-term neglect to circumvent historic preservation regulations".

- National Trust for Historic Preservation (1999)

HPC members were displeased that it was necessary to allow the demolition of such an important historic resource. The Commission had asked that the Community Development Director establish a mechanism that would grant the Commission the authority to address the neglect before it reaches the point where demolition is the only reasonable option. The Commission suggested that the current municipal regulations are insufficient in that the City can

only act once the building reaches the state of being a public health threat due to the threat of spontaneous, catastrophic collapse.

The vast majority of commercial structures in Saint Peter are adequately and appropriately maintained by their owners. Currently however, without affirmative maintenance, perhaps two or three historic commercial structures within the downtown are significantly threatened due to the absence of appropriate maintenance.

One structure is known to have significant water penetration through the roof during the spring thaw or heavy rain events. Another prominent historic structure is missing a significant portion of its façade which would allow water to penetrate and accumulate within the wall cavities. When exposed to the freeze/thaw cycle, such water penetration quickly causes the deterioration of the wall until such time as it experiences bowing or buckling.

Last October, three graduate students from the Urban and Regional Studies Institute at Minnesota State University Mankato began a graduate research project to determine what might be done to address the concerns of the Heritage Preservation Commission. The students researched what other Minnesota communities are doing to combat demolition by neglect.

The grad students also undertook a mailed survey of property owners within the Saint Peter Heritage Preservation District. The results of the unscientific survey have not been provided as they are not statistically reliable given the limited survey return and methodology. While no detailed analysis was undertaken to determine the standard deviation of the survey results, it is quite possible that the margin of error would exceed the actual survey data.

The written comments of the survey respondents have been provided. Remember that the comments are only indicative of the opinions of individuals and such opinions cannot be assumed to be shared by others unless expressly stated.

The students recommended that the City of Saint Peter adopt the International Property Maintenance Code to address demolition by neglect within the community. They have also recommended that the City consider additional financial incentives and assistance to encourage property owners to maintain their property at an acceptable level.

Minnesota State Statutes §471.193 is the legislation that enables Minnesota municipalities to undertake historical preservations. The statutes allows for the:

"Enactment of rules governing construction, alteration, demolition, and use, including the review of building permits, and the adoption of other measures appropriate for the preservation, protection, and perpetuation of designated properties and areas."

It is the authority granted in §471.193 which allowed the City of Saint Peter to adopt the current Heritage Preservation Ordinance regulating the construction and alterations to structures within the Saint Peter Heritage Preservation District. Other Minnesota communities have used the authority of statute to adopt the International Property Maintenance Code (IPMC). City staff contacted Minnesota State Historic Preservation Office representative Michael Koop who has suggested that the IPMC provides the authority sought by the Saint Peter Heritage Preservation Commission to order affirmative maintenance of structures.

In 2005, the Saint Peter Comprehensive Plan was adopted by the City Council. The plan establishes the goals and policies of the City as they apply to residential, commercial, industrial and recreational interests. It is the goal of the City that:

"Efforts should be made to promote and protect the architectural and structural integrity and vitality of the historic commercial district."

The working draft of the revised Comprehensive Plan also establishes the City policy that:

"Historic structures within the Central Commercial District should be preserved in a manner consistent with the standards adopted by the Department of Interior. Public/private investment opportunities should exist to encourage the appropriate renovation, rehabilitation or repair of historic commercial properties within Saint Peter."

The language of the Comprehensive Plan is important in that it allows for the development of rules and regulations necessary to carry out the goals and policies identified in the plan. That is, the goal and policy related to historic preservation creates the logical nexus between the contents of the Comprehensive Plan and the regulations proposed. One way to meet that goal is through the adoption of the International Property Maintenance Code which would be supported by the contents of the Comprehensive Plan.

In the preface of the IPMC, it states that:

"The IPMC is a maintenance document intended to establish minimum maintenance standards for basic equipment, light, ventilation, heating, sanitation and fire safety. Responsibility is fixed among owners, operators and occupants for code compliance. The IPMC provides for the regulation and safe use of existing structures in the interest of the social and economic welfare of the community."

The intent of the IPMC is also clearly noted as:

"This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein."

The City of Faribault is similar in age and had previously gone through a similar event and discussion. Both communities have a well established and defined historic district which has been placed on the National Register of Historic Places. The City of Faribault adopted and enforces the regulations contained in the IPMC. So we looked to them as a first step in review of some potential solutions.

In January, Building Official Dean Busse and I traveled to meet with Faribault Building Official Al Ernste. Mr. Ernste was very forthcoming and frank in his assessment of the Faribault ordinance and its' impact.

Mr. Ernste noted that the IPMC helps protect property values and doesn't allow a poorly maintained property to bring down the values of adjoining structures or properties within the immediate area. This is especially true in traditional central business districts where buildings often share party walls or are otherwise structurally interconnected.

Mr. Ernste noted one Faribault structure where the façade was pulling away from the front of the building and subject to potential collapse upon the sidewalk and street. If the City had not able to order the repair of the structure, the neighboring buildings would have been compromised and been subject to collapse. One poorly maintained structure diminished the value and even the survivability of the adjoining properties.

Mr. Ernste indicated that the Faribault City Council had the political will to adopt the ordinance which would require maintenance as determined by the Building Official. While the ordinance was originally unpopular, the attitudes of building owners are changing given the uniform enforcement, consistent standards and the impact of the maintenance efforts of the property owners.

The IPMC allows for the periodic inspection of structures by the Building Official. In Faribault the City advertises that they will undertake inspections in advance to allow property owners the opportunity to address their deferred maintenance issues voluntarily and the inspections, which are restricted to the exterior of the property, are conducted at no cost to the property owner.

If a violation of the ordinance is noted, the building owner is given an order to repair the noted deficiency. The order allows a sufficient period of time to complete the noted repairs and the majority of property owners undertake the repair at this point with no further enforcement action being necessary.

If the first order is ignored, the Building Official provides for a final notice of repair. At this point the building owners are also given the opportunity to request an extension due to financial constraints or weather conditions unfavorable to complete the required maintenance.

The final notice also states that if no action is taken to address the ordered repair, the City of Faribault will review the non-compliant properties. If no progress to conform to the ordinance is evident or if the property owner indicates an unwillingness to comply with the order, the matter is referred to District Court for prosecution as a misdemeanor.

In Faribault, 79 out of the 126 properties subject to the inspection were ordered to undertake some level of maintenance or repair. Of the 79 notices, only 4 were expected to result in legal action via District Court.

This issue is complex in that it has the potential to change the current balance of individual property rights vs. the ability of local government to protect health, safety and the general value and community investment in a specific class of properties.

There are a number of questions that the Council, and maybe the HPC, could review to aid the discussion.

- Is there a problem that can be defined?
- If so what is the defined problem?
- Is the problem specific to a few or to many?
- Is there specific action that can be taken to address the few, or must broader action be taken to insure that all are treated equally or that the problem is avoided in the future?
- Are there examples of rules that already exist that can help us in solving the problem? What are they?

- What other options or ideas can we brainstorm that could lead to a solution to the defined problem?

There are certainly many other questions that could be asked, but if a common definition to the problem can be defined and actionable steps can be articulated that addresses the problem, the next steps relate to projecting outcomes, defining if resources are needed, confronting tradeoffs, assembling a process to enact the solution, and then taking action to put a solution into place.

I believe it is your goal as City Administration to have a problem solving discussion that can help provide direction to staff as to what option we should pursue as we evaluate any solutions. It seems clear that some action should be taken to prevent a repeat of the demo by neglect. The challenge will be in determining the scope of the problem (its' definition) and the amount of regulation that will be needed to avoid it in the future.

Please find attached copies of the Minnesota Statutes, a copy of the survey work done by the MSU Grad Students and a couple of newsletter articles related to "Demolition by Neglect".

Building Official Busse and I will attend the February 17th City Council Workshop and will be able to answer questions from the City Council at that time.

Please feel free to contact me should you have any questions or concerns on this agenda item.

RW/

2014 Minnesota Statutes

Authenticate

471.193 MUNICIPAL HERITAGE PRESERVATION.

Subdivision 1. Policy. The legislature finds that the historical, architectural, archaeological, engineering, and cultural heritage of this state is among its most important assets. Therefore, the purpose of this section is to authorize local governing bodies to engage in a comprehensive program of historic preservation, and to promote the use and conservation of historic properties for the education, inspiration, pleasure, and enrichment of the citizens of this state.

Subd. 2. Heritage preservation commissions. The governing body of a statutory or home rule charter city, county, or town may establish a heritage preservation commission to preserve and promote its historic resources according to this section.

Subd. 3. Powers. The powers and duties of any commission established pursuant to this section may include any power possessed by the political subdivision creating the commission, but shall be those delegated or assigned by the ordinance establishing the commission. These powers may include:

(1) the survey and designation of districts, sites, buildings, structures, and objects that are of historical, architectural, archaeological, engineering, or cultural significance;

(2) the enactment of rules governing construction, alteration, demolition, and use, including the review of building permits, and the adoption of other measures appropriate for the preservation, protection, and perpetuation of designated properties and areas;

(3) the acquisition by purchase, gift, or bequest, of a fee or lesser interest, including preservation restrictions, in designated properties and adjacent or associated lands which are important for the preservation and use of the designated properties;

(4) requests to the political subdivision to use its power of eminent domain to maintain or preserve designated properties and adjacent or associated lands;

(5) the sale or lease of air rights;

(6) the granting of use variations to a zoning ordinance;

(7) participation in the conduct of land use, urban renewal, and other planning processes undertaken by the political subdivision creating the commission; and

(8) the removal of blighting influences, including signs, unsightly structures, and debris, incompatible with the physical well-being of designated properties or areas.

No power shall be exercised by a commission which is contrary to state law or denied a political subdivision by its charter or by law. Powers of a commission shall be exercised only in the manner prescribed by ordinance and no action of a commission shall contravene any provision of a municipal zoning or planning ordinance unless expressly authorized by ordinance.

Subd. 4. Exclusion. If a commission is established by the city of St. Paul, it shall for the purpose of this section exclude any jurisdiction over the Capitol Area as defined in section 15B.03, subdivision 1.

Subd. 5. Commission members. Commission members must be persons with demonstrated interest and expertise in historic preservation and must reside within the political subdivision regulated by the ordinance establishing the commission. Every commission shall include, if available, a member of a county historical society of a county in which the municipality is located.

Subd. 6. Communication with state historic preservation officer. Proposed site designations and design guidelines must be sent to the state historic preservation officer at the Minnesota Historical Society, who shall review and comment on the proposal within

60 days. By October 31 of each year, each commission shall submit an annual report to the state historic preservation officer. The report must summarize the commission's activities, including designations, reviews, and other activities during the previous 12 months.

History: 1971 c 128 s 1; 1973 c 123 art 5 s 7; 1985 c 77 s 1; 1989 c 9 s 2; 2003 c 17 s 2

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CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

*The Urban and Regional Studies Institute of Minnesota State University, Mankato on behalf of the City of Saint Peter is conducting this survey in light of the recent events taking place considering the pending demolition of the historic structure located at 214 South Minnesota Avenue, the future location of Mom and Pop's ice cream shop.
Please answer the following questions as completely as you can to the best of your knowledge.*

Name: _____
Phone Number: () _____
Email: _____
Property Address: _____
Years of Ownership: _____

1. How do you view Saint Peter's historic structures?

Not at all 1. 2. 3. 4. 5. Highly

2. How do you view Saint Peter's historic commitment to heritage preservation?

Not at all 1. 2. 3. 4. 5. Highly

3. To what extent do you take pride in owning a building that resides in the heritage preservation district?

Not at all 1. 2. 3. 4. 5. Highly

Comments:

"I don't know if I'm in the District. Hope not. Too Restrictive."

4. Is your building considered (Please circle one):

- a. Contributing
- b. Non-Contributing
- c. Unknown

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

5. Are you familiar with the following incentives that the City of Saint Peter offers such as (Circle Yes or No):

- a. Façade Renovation/ Historical Enhancement
- b. Revolving Loan Fund Yes No
- c. Other (Please Explain on the next page):

Comments:

"I've used private lenders – or my own funds for all improvements."

"I'm aware of them in the back of my mind. Maybe you should market them thru the Chamber, newsletter, etc."

"Besides a small loan, the City provided personnel and related support which enabled the restoration of the Nicollet after the 1998 tornado."

6. Would you consider updating or increasing maintenance efforts of your structure if you were offered one of the above listed incentives?

- a. Yes
- b. No

Comments:

"I have taken advantage of the loan programs."

"I hope to work on it myself."

"We currently have an updated structure."

"Postal owned."

"Maybe – depends on the terms."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"Façade renovations."

"Already have done so."

"If it was economically feasible – I bought the building in 2004 and my property taxes have about doubled in that time. Hard to make any money on investments as it is now without spending."

"Roofs, tuck pointing and foundation work."

"I have taken advantage of the incentives."

"Not my call – bit it is improvement to continue upkeep on the buildings. No matter how [unintelligible] they may [unintelligible]."

"After tornado we invested over \$50,000 in our house and property."

"The revolving loan fund incentive programs do not offer a great benefit. Do they have Heritage Preservation Grants or matching grants to make it affordable?"

"Maybe. If it enhances profitability or I have a need but if I'm not mistaken, the program is public and you deal with people that you may not want to know your business. But for some it's probably great. May want to consider commissioning a bank to do the qualifying."

"Not needed currently, but would if it became necessary."

"New awning out front. Tuck-pointing needed."

7. Have you remodeled or made changes to your building?

Comments:

"Yes, all of them."

"Some remodeling."

"Summer 2014. Exterior update. Added brick and improved look of building to fit Committees guidelines."

"Yes. New windows, roof, chemical power washing of Kasota Stone front."

"Interior electrical and plumbing. Parking lot resurfaces. Roofing."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"Yes. Rood and doors."

"Not recently."

"Yes. Entire remodel of main floor office. Did partial upstairs apartment."

"Yes. Remodeled ground floor into an apartment."

"Paint, tuck pointing and new awning."

"Just painted inside 10 years ago."

"Main level and basement just redone because of water damage."

"Yes. New windows, deck, remodeled 2 apartments."

"We need a new toilet in the basement – there is a room down there that just sucks all the good out and demonizes it. A black hole of blech [sic]! I am not aware of projects competed but this is something we would like to happen."

"Re-roofed twice, new siding, new front porch and new garage."

"Interior changes, exterior changes with brick. New roof due to tornado 1998."

"Yes. See building permits."

"Yes. Used our own financing."

"Post tornado. New windows. New tin and paint."

8. Did you encounter any problems with the process?

Comments:

"I thought it was a straight forward process."

"No."

"Our signage does not have / is not allowed as good of lighting as we should have."

"Yes. Would like to do lighted sign to promote building. Can't do what I would like because we're restricted by rules in district. Have to pay a fee to put up a sign. Can't do any digital signs like both Major Banks in town because of district. They can – I can't.

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"No."

"More repairs were needed than initially quoted."

"No."

"No."

"No. Simple."

"One bad contractor when we started. Had to go to court with him."

"Yes. After the tornado it was extremely difficult to find a qualified craftsman to rebuild the cornice of the building which had been torn off. The \$150,000 price tag was also extremely difficult to finance, particularly when you had an entire building needing repairs."

"No it was superb. All I had to do was ask."

9. Are you aware of the demolition of the Mom and Pop's building (214 S. Minnesota Ave.)? Do you have thoughts or opinions on the events experienced by the owner and the city?

COMMENTS:

"Too much red tape – it was obvious it was more an eyesore and problem than anything else."

"I am aware of the demolition. I cannot comment on what the owner or City experienced. However, I was sorry that the building was not saved."

"This is a very old wood construction. I would like to see it remain. I don't think it is a Building you can set standards by."

"It sounds like it should be demolished / replaced."

Safety first. Needs to go, and replaced with vintage style structure compatible with rest of block. Add 4 Seasons building to demo or redo."

"Yes. Should have been done in 1998. Eyesore!! Someone could have been injured – thankfully no one was."

"Yes. I don't think there should be restrictions on rebuilding. I feel sorry for the owners that they have to go through the Heritage plan."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT

PROPERTY OWNER SURVEY

"Unfortunate, but if it can not be fixed, and done within reasonable costs then demolish it as a hazard to the area."

"If building is cost prohibitive to remodel – take it down. I'm all for making town look good but don't hold my business back."

"Yes."

"Yes. Building should have been inspected previously and repairs made at that time."

"I know from newspaper articles. I know its decrepid – needs to go. I know historical location problems with permits and variances, etc."

"It has taken way too long. The building should have been taken down right after the fire. Could have taken a picture of the front of building."

"Yes. Sad to see it torn down."

"Yes – it is unfortunate to lose a historical building / property but it was indeed too far gone. The only thing I can think to remedy the loss is to salvage as much as possible to reuse for the new building (brick, wood pieces, etc.). I know this isn't always possible but it's a good step in maintaining the downtown integrity and aesthetics."

"Yes. It should not have taken this long to resolve or time and money wasted. Not very cost effective for all involved."

"Yes. Aware of the demolition, but I am unaware of experiences of the owner or City."

"Yes. The demolition of the building was long past due. The building had out-lived itself and was not financially feasible to rehab. The building was a "blight" on the block, a piece of crap and needed to come down before someone got hurt."

"I'm aware of the demo. Not familiar with the problems. It would make sence to have the façade blend in aesthetically but its difficult to be in business the more red tape and regulations just exasperate the difficulty."

"Not first hand. Properties should be maintained."

"Yes and I just wish it were a little easier for them...it to too long."

**CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT
PROPERTY OWNER SURVEY**

10. How would you feel about an ordinance requiring/mandating periodic inspection of the structural integrity of your building?

Comments:

“More red tape. STRONGLY OPPOSED TO THIS.”

“Not necessary. Apartments are routinely inspected. Improvements are not allowed unless built to Code.”

“I don’t feel really good about it only because this kind of government control can and usually does get out of hand.”

“No. Don’t want that ordinance.”

“Good plan.”

“Intrusive, but probably necessary for some structures. It was inspected prior to the reconstruction of Minnesota Avenue.”

“No. Not for it. I’m the one that has invested in my property. Keep government out of it.”

“That would be up to the USPS.”

“For a fee, NO!!! Don’t make it another rule.”

“I would be in favor of periodical inspection but would like the option of not having in inspected depending on how high the inspection fee is.”

“Would be OK to prevent further demolition.”

“We wouldn’t want it. There is already enough inspections for rentals, etc.”

“Too many regulations in effect already. If want to do it for free – OK.”

“No. Building code works fine.”

“Important in order to preserve – people do not need to dwell or work in facilities in need of major work.”

“Not needed. A waste of taxpayer money. How many houses in St. Peter have an 8” block foundation with 8” to 10” of poured concrete inside of the block?”

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"I am not in favor of more regulation! My building is occupied and being maintained. It is my business. The concerns I would have are buildings unoccupied / domant such as Mom & Pop's – w/out occupants it deteriorates fast!

"Absolutely opposed! This would be an infringement on my rights as a property owner and a violation of the Constitution. If the City can maintain my building better than I can let them bring on an action of eminent domain. Otherwise I would consider the City to be trespassing and opening itself to more than one law suit."

"I would think that when a building changes hands that the buyer and possibly the financier would want to "check" this out if there are concerns of structural integrity. If government gets involved I would guess that it would be expensive to do so. An inspection of all buildings could be a waste of resources. But obvious problems and the public safety is important. If there was an ordinance would it have caught the problems the buyer encountered and if so, at what cost to do that detailed of an inspection on all properties periodically? Gatchell should have had a "suitable" clause in his purchase agreement.

"The City has a responsibility to its buildings, particularly historic structures. The owner should have the same. If not, the building should be repurposed so its integrity can be maintained. If inspection is needed to document the status, it should be done."

"No. There is way too much regulation on business owners right now. Most of us are proud of our business / building and want to keep them up. I'm against more regulation. It is already hard to turn a profit in St. Peter. The competitive market continues to challenge us and excessive property tax on commercial property is regressive. I was on the Commission years ago."

11. How often do you interact with the HPC?

- a. Daily
- b. Weekly
- c. Monthly
- d. Yearly
- e. Not at all
- f.

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

Comments:

"When I apply for permission to remodel the façade of a building."

"Never."

"Only met them when I need approval for renovations, painting, etc."

"No idea."

"I don't, but my tenants are instructed to contact the City with signs and other questions."

"Infrequently."

"As needed."

12. Do you feel that the established Heritage Preservation Ordinance allows sufficient business signage within historic Saint Peter?

Comments:

"Yes."

"Yes."

"No."

"Seems appropriate."

"No it does not. It is too restrictive."

"NO."

"Confused on what the Heritage is. I have heard of businesses that attempt signage that was denied even though old photos show similar signage in the past. Not sure who gets to determine what they feel is historical."

"NO. My building was built in 1955 and in the district. Is it historic?? Probably not [unintelligible] building built in 1865. I would like to print my company logo, phone number and hang the sign on my North wall (billboard sized). It would be historic because there are building that I can see from my window that have faded out painted signs from the past in the Historic District."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"Yes."

"Yes."

"No. Too much signage requirements and sandwich board regulations. But then other places have signs that look totally out of period for the area."

"It's too strict."

"Yes."

"Yes – I have rarely questioned, if ever, what business I was walking past or into."

"Don not know."

"I don't feel business signage is sufficient or [unintelligible]. Some businesses seem to have signage outside ordinance and others not enough signage. We have to display our business! Don't over restrict us."

"No. The HPC gets too fanatical in its regulating. Building owners should have the right to install their own choice of signage within parameters without causing the loss of personal creativity. The HPC tends to be dictatorial. What was good in the 1880's doesn't mean its good in 2014."

"Really hasn't been much of a concern of mine, but I would assume that it applies equally to all and I assume that it helps with maintaining consistency and taste. Its probably good. If peoples are upset maybe the merchants (if not already doing so) should meet with the board and update it."

"I nor my tenants have felt that the signage requirement is limiting."

"The process was slow when I was on the Commission. Business people need prompt help and guidance so they can get open or new signage."

13. Are you familiar with the design review and approval requirements of the Heritage Preservation Ordinance for new signage and exterior renovations?

- a. Yes
- b. No

"Put my sign up w/out going thru the permit process – it complies anyway."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"But there are probably a list that I have to follow and pay a fee to follow the list."

"I have had generally a good experience but would prefer an ordinance that eliminates the large billboards on buildings."

"Because I had to do so in order to get the loan and redo my building."

"Somewhat. I've read some of it. Hard to see it as a historic district when you have semi trucks zipping through all day. People are afraid to get out of their cars on MN Ave. I told State to make trucks drive [unintelligible] to lessen the effect."

"Just hear complaints."

"I went through it. Not a problem."

"I had no problems with the process for what I was doing."

"Yes. My experience is simply being informed."

No. I know of it but that's about it. But hopefully the merchants have a say in it."

"There were no problems that I am aware of."

"I found it helpful but slow."

14. Describe your relationship with the City of Saint Peter?

Dissatisfied 1. 2. 3. 4. 5. Highly Satisfied

15. What would improve this relationship?

Comments:

"I am a big supporter of the City / Administration. They have made St. Peter a dynamic community. Communication is always in need of work – for every organization."

"City Administration needs to cooperate more with property owners. i.e. less obstruction."

"Since my street light has not worked since late May, I am not a happy camper."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"Meet with business owners during the business hours to discuss changes. This worked well when the City discussed making 3rd St. a one-way street."

"Who pays the most in taxes – Business. BE BUSINESS FRIENDLY. Don't have rule upon rule to follow and use "COMMON SENSE". Don't turn business away because dumb rules like "stucco" exteriors on w169 corridor."

"Don't know of how. Don't like the TIF and revolving loan thing."

"Low taxes – lower utilities."

"Temper codes/ ordinances design and enforce with common sense. Go with the spirit vs the letter of the law."

"Sometimes on longer time frame requests (i.e. parking / flooding) follow up was inadequate."

"I have always found the City friendly and helpful. They try to accommodate our needs. I have had some business people complain that the City can be adversarial to owners but I have never found that to be the case."

16. Were you aware of your responsibilities as an owner of a structure in the Historic District when you bought the property?

Comments:

"Yes."

"Yes. I consider it a benefit as it insures the integrity of the downtown."

"No."

"Historic District is too small. The loud, bright signage allowed to a bank / grocery across the street is inconsistent."

"Unaware if it existed in 1976."

"I don't know if I'm in the District?? I don't think I'm in the District – which is good."

"Not owned by myself, but have never heard of any responsibilities."

"NO. Never heard of it until after purchasing property. Who came up with this stuff anyway. Concept is OK, but reality dumb. You need to do everything possible to make it easy to keep and attract business. Then you make rules and ordinances, before they are installed. Imagine

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

yourself picking up your personal check book and writing a check for what the rule would cost you!

"I bought the building before there was a Historic District."

"Realtor did not explain. Nothing noted on the purchase agreement or disclosure form."

"Not really. No one told me anything until I checked into having a sign on our business."

"Somewhat."

"Yes. I thought it added value."

"No. Not until after the tornado came to town."

"No, but I quickly learned."

"There was no Historic District when we bought our building. My responsibilities are to my family to make a living and maximizing my buildings profit potential. My responsibilities to the City are to maintain my building in a safe aesthetic manner."

"Not totally, but the City took care of it so I didn't need to know them well."

"I know my responsibilities; I don't have a document from the City stating what they expect except to review the ordinances. The ultimate is to be proud of any property I own."

"No. I just really loved the building when I had an opportunity to purchase it I did....then I found out what my responsibilities were!"

17. Any other comments?

Comments:

"Too much regulation discourages improvements. In my case I shoes to NOT do improvements because of the ordinance so the buildings look old and tired. The City regulated me out of improvements. Is that what they wanted?"

"Good luck."

"We need less micro-management."

"I feel the HPC does a fine job overall, but we don't need a "dictatorship" when it comes to mandating upgrades or repairs. Unless they want to pay for it."

CITY OF SAINT PETER HERITAGE PRESERVATION DISTRICT PROPERTY OWNER SURVEY

"Allowing the City to mandate building repairs is a violation of Amendment 5 to the Constitution. "Nor shall private property be taken for public use without just compensation". It is government run amok. It is always easy to spend someone else's money. Before the City mandates repairs & assesses the costs against property owners, our leaders should drive down Main Street in Sleepy Eye and count the empty buildings. If property owners are assessed for repairs they can't afford and loose their building & business, St. Peter could look like Sleepy Eye in the future."

"Business can be tough and some people dive in without doing due diligence. That's life. I think the City does a good job of referring people to the SBDC in Mankato, but they're often limited in experience. Often emotions over takes the rational analysis. Pretty tough to regulate that."

"This is my reply to your survey of Saint Peter Heritage Preservation District Property Owner Survey. You indicate you are working on behalf of the City of St. Peter. I hope my letter answers your questions to the best of my knowledge. We moved and have lived here since 1987. At one time we did considerable research on our building and have over the years at our initiative dealt with state and local officials and committees regarding our building. This building was an important part of St. Peter at one time. We have done a lot to maintain it. We have been prevented from doing more. NEVER has anyone expressed any real/significant interest in this specific building's history. Never has anyone from the City come to us and said anything like "Wow, you have a neat building with a neat history. You know maybe we should do something." From the City we have seen no interest and certainly not a single dime."

"I have always been bothered about how the sidewalks are handled. These are public walkways and to me for the taxes we pay, they should be handled by the City or at least with the Cit. Just my thoughts."

Thank you for your time in completing this survey. This data will be used to assess Heritage Preservation Commission responsibilities and authorities regarding the preservation of historic resources in the Heritage Preservation District.

Please Return by: 10/24/2014

Send your responses to:

*URSI Studio Team, Saint Peter Project
106 Morris Hall
Minnesota State University, Mankato
Mankato, MN 56001*

St. Peter Project Team:

*Matthew Lassonde
Jacob Thunander
Chris Talamantez*

email:

*matthew.lassonde@mnsu.edu
jacob.thunander@mnsu.edu
christopher.talamantez@mnsu.edu*

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phone:

603-973-6159



Establishing a Demolition by Neglect Ordinance

by Dan Becker

Many historic resources are demolished each year due to a lack of maintenance that leads to deterioration. When deterioration reaches the extent that it creates health and safety violations, building officials are obligated to act in the public interest to abate the hazard; the frequent result is demolition that circumvents local historic preservation ordinances. Whether such lack of maintenance is intentional in order to avoid preservation ordinance controls on demolition, or unintentional due to a lack of awareness or financial resources, the result is the same: loss of a community asset.

While demolition by neglect is a serious problem for many communities, it is a challenge that can be met. Meeting the challenge requires understanding the fundamental legal principles required for a defensible demolition by neglect ordinance, including the key components required for a useful demolition by neglect ordinance, and selecting effective strategies for the adoption (or improvement) and implementation of a successful demolition by neglect program in your community.

Fundamental Legal Principles

The first step toward a demolition by neglect program is determining your community's authority to adopt an ordinance. In most cases, such authority is dependent upon state enabling legislation; however, some local governments have "home rule" powers that permit them to adopt ordinances without specific enabling legislation. This is a critical determination...home rule governments can directly adopt their own demolition by neglect ordinance. If your community does not have home rule, then you must establish whether

your enabling legislation has provisions that authorize minimum maintenance provisions.

A number of states (including Alabama, North Carolina, Rhode Island, Virginia, and Wisconsin) have specific language in their enabling legislation regarding demolition by neglect of historic structures. This is the best case scenario. Lacking such specific language, in some cases authority can be inferred from statutes that allow governments to create preservation programs to protect historic resources, or from general enabling legislation that gives local authorities power to protect or promote the public health, safety, and welfare. In these cases, consult your local government's attorney for guidance, perhaps even seek an opinion from your state's attorney general.

Your ordinance must ensure due process. It must be clearly related to the governmental goal of preserving historic resources, and it must be designed to be reasonable, fair, and of general applicability to the community. The issue of regulatory taking also has great bearing upon demolition by neglect ordinances, especially as it relates to economic hardship. Further information on these principles can be found in the reading list at the end of this article.

Key Components of an Ordinance

An effective ordinance will contain specific elements: standards, petition and action procedures, economic hardship provisions, appeals, and enforcement. You must be able to define deterioration in order to abate it. Standards are required to provide a benchmark for evaluation. A general

statement requiring that a building be kept in good repair will prove to be difficult to enforce because judgments of "good repair" can be challenged as arbitrary. Precise language in your ordinance should clearly define what is considered to be deterioration. Petitions that allege demolition by neglect should list specific defects that reference these standards, so that a reasonable person viewing the deterioration can see what part of the ordinance is being violated.

Clear procedures are necessary to ensure that each case is handled in the same way and that property owners are assured of due process. Provisions should be included in the ordinance for the submittal of petitions alleging demolition by neglect, the process for notification of the property owner, procedures for conducting hearings, and time frames for actions. Also necessary are criteria for evaluating and making findings regarding economic hardship, the manner for filing of appeals, and modes of enforcement by remedy, abatement, and/or penalty. Again, state law provisions may dictate what kind of enforcement tools you have at your disposal.

Particular attention should be paid to criteria for evaluating economic hardship. This is a necessary safeguard that protects the local government and property owners from claims of regulatory takings. Your ordinance should spell out in detail the kind of financial information that the property owner must provide in order to demonstrate a claim of economic hardship, and ensure that findings are made with regard to the claim. In the event that the evidence proves that such a claim is valid, then the ordinance should also provide guidance in the preparation of a plan to relieve the hardship.

Strategies for Adopting an Ordinance

Each community has its own personality when it comes to the kinds of ordinances that are appropriate for its citizens, and no one strategy will fit all. It will not advance your preservation cause if such an ordinance becomes controversial, so it will pay dividends to carefully consider whether such an ordinance is right for your community, and how to establish support for its adoption.

Several lessons can be learned from our experience in Raleigh. Enabling legislation authorizing local demolition by neglect ordinances was adopted by the North Carolina legislature in 1989 as part of a general re-write of the statutes governing preservation in the state. In 1992, the city completely reorganized its preservation program as part of a successful preservation community effort to establish a county preservation program. The justification for the city's ordinance revisions was to ensure that the two programs were well coordinated, as well as to incorporate the state legislation changes. Demolition by neglect became part of a routine updating of the ordinance, rather than the sole focus of a "sales effort"

that might attract undue attention and controversy.

Because the city's ordinance was the first in the state to take advantage of the new enabling authority, we modeled many of its procedures after state prescriptions for enforcement of minimum housing standards. Our plan, if challenged, was to avoid the view that it something entirely new to be defended. We would treat demolition by neglect as an extension of powers the state had already granted: we were taking advantage of a familiar process that had been on the books a long time, was a matter of general course, and was recognized as a process for affirmative enforcement of deficiencies. A case can be made for equal treatment under the law...property with deficiencies (minimum housing standards, demolition by neglect standards) are handled the same way. Happily, we were not required to make these arguments, and the ordinance was adopted after routine review.

Using the Ordinance

A demolition by neglect ordinance is not for the faint of heart. It is aggressive, pro-active preservation. Recognize that such a program is staff-resource intensive, and requires great precision in the application of due process. It is important to build cooperative partnerships both with neighborhoods and with local government agencies charged with enforcement. Initially, we have undertaken only one case at a time. We have requested that neighborhood groups prioritize properties they wish to have considered under the ordinance's provisions, and to keep the list short. Commission staff assist inspections department staff with monitoring and evaluating property compliance.

Knowing when to use the ordinance is important. Be sure that deterioration is substantial enough to warrant the application of such governmental power, but not so severe that the expense of repair exceeds the market value of the property which could lead to a finding of economic hardship.

The City of Raleigh's demolition by neglect ordinance can be accessed on-line by going to: <http://www.municode.com/database.html>. Navigate to Raleigh, North Carolina, search for '10-6180' and you will call up the section of the code for demolition by neglect.

For further guidance regarding demolition by neglect and related legal issues, the following resources are recommended:

Duerksen, Christopher J. and Richard J. Roddewig. *Takings Law in Plain English*, 3rd ed. (Chicago and Denver: Clarion Associates, Inc., 1998)

Pollard, Oliver A, III. "Counteracting Demolition by Neglect: Effective Regulations for Historic District Ordinances," *The Alliance Review*, Winter 1990. National Alliance of Preservation Commissions, Athens, GA.

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Pollard, Oliver A, III. "Minimum Maintenance Provisions: Preventing Demolition by Neglect," Preservation Law Reporter, Volume 8, 1989 Annual. National Trust for Historic Preservation, Washington, DC.

Roddewig, Richard J. and Christopher J. Duerksen. "Responding to the Takings Challenge: A Guide for Officials and Planners," Planning Advisory Service Report #416, May 1989. American Planning Association, Chicago, IL.

White, Bradford J. and Paul W. Edmondson. Procedural Due Process in Plain English: A Guide for Preservation Commissions. (Washington DC: National Trust for Historic Preservation, 1994)

Dan Becker serves as Executive Director of the Raleigh Historic Districts Commission, Raleigh, NC and is a NAPC Board Member.

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What is the structural condition of the building? Don't just take the word of the owner if you have doubts. At a minimum, a report from the building commissioner is needed to establish the structural soundness. However, the Commission may want to consult with a structural engineer for an opinion on the structural soundness of a building. Just

because a building is in poor condition doesn't mean it should be torn down.

Can the building be mothballed? Mothballing a building is less expensive than demolition and it preserves the building until economic conditions, a new owner or funds are available to restore the building. If the building is to be demolished because it is vacant, it need not be a blight on the neighborhood. The building and boarded up windows can be painted. The grounds can be maintained. The windows and doors can be properly secured from unwanted access.

A Commission should not be afraid to deny a request for demolition. Once the building has been demolished, it will never return. Furthermore, new construction can never replace the historic character and fabric of a building.

Continued from page 11

Communities' rights to appeal Postal Service decisions to the Postal Rate Commission would be expanded to include relocations and new construction along with closings.

H.R. 670 is currently in the Subcommittee on the Postal Service and enjoys the support of 69 co-sponsors. At least 100 co-sponsors are needed by late spring.

For further information contact Preservation Action at (202) 659-0915 or preservationaction@worldnet.att.net.

Join the National Alliance of Preservation Commissions

Become part of the network of over two thousand landmark, historic district commission and boards of architectural review in the United States. The National Alliance of Preservation Commissions (NAPC) is organized to facilitate local commissions in providing information and education to each other. It is a forum for the exchange of ideas, a source of support, and a unifying body giving local commissions a national voice. As a member of the NAPC you can benefit from the ideas and experiences of local communities throughout the United States working to protect historic districts and landmarks through local legislation.

Membership Benefits

- *The Alliance Review*, a newsletter filled with practical information for staff and members of preservation commissions.
- A resource center of information, including educational materials, forms, guidelines and ordinances developed and used by commissions across the country.
- Technical seminars and conferences, special regional events, and an annual meeting and workshops for commissions held in conjunction with the National Trust's Annual Conference.
- A voice for your commission in Washington with the National Park Service, the National Trust, the Advisory Council, Preservation Action, and the National Conference of State Historic Preservation Officers.

- Membership Categories**
- \$15 Subscription to *The Alliance Review*
 - \$25 Commissions with a budget under \$500
Communities with a population under 5,000
or local nonprofit organizations
 - \$50 Commissions with a budget of \$500-5,000
Communities with a population of 5,000-50,000
or regional or statewide nonprofit organizations
 - \$100 Commissions with a budget over \$5,000
Communities with a population over 50,000
national nonprofit organizations, businesses,
state governments, or sponsoring associates

Commissions can also have *The Alliance Review* mailed to their members for an extra \$10 per member (please enclose list of names & addresses)

Name of Organization _____

Contact Person _____

Address _____

City _____ State _____ Zip code _____

Phone _____ Fax _____

E-mail _____

Please return this form with payment to NAPC, PO Box 1605, Athens, GA 30603

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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



06/18/2015



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) - Memorial Day...

A month or so ago I went to Minnesota Square Park for the Memorial Day program. I think it is important to attend for so many

reasons...too many to mention them all here, but what I wanted to express was my thanks to the folks that work to make that program happen.

This years' program featured a speaker, LeRoy McClellan III, who was "fired up". I liked it!

I have to say that I am not sure I agree with everything that he said, but I am sure he was revved up, or as my mother would say, "fired up", and that made me more fired up. Fired up about my country, fired up about patriotism, fired up about the need to thank and memorialize those that have served all of us, fired up that so many of us were there together to do that memorializing, fired up that there are still so many people that see the value in these types of traditions.

While the speaker did not use General Douglas McArthur's line it reminded me of his "Duty, Honor, Country" speech at West Point and while there are any number of versions of that speech on YouTube, I like the one in this link...<https://www.youtube.com/watch?v=fhCrOPwVwKw>

Mr. McClellan's speech got me fired up just like I am when I hear the words "duty, honor, country". The music and narration by Hamilton and McArthur get me fired up just like those three words..... Duty, honor, country.

Now I know all of you were not able to be in Minnesota Square Park on Memorial Day, but if you take a few minutes to watch the link you may get fired up too. I hope you were there and if you were, I bet you were fired up.

Were you? Will you come next year? Will you be fired up then? It makes me wonder.....

ARE YOU A PARADE SQUATTER? – Are you one of those folks who can't resist staking out your prime spot for the Fourth of July parade several days or even a week or more in advance? If so, then you are a parade squatter! Maybe the photo shown here is a little extreme, but sometimes it seems as if people start squatting earlier every year!



Saint Peter isn't the only area community that struggles with parade squatters and some have gone so far as to prohibit this practice along their parade routes. But we would like to avoid being the parade police, so, before everyone lines up to cordon off their spot or "save" it with blankets staked to the ground or chairs tied to each other, let's take a moment to review the rules of the game that we hope everyone will abide by.

- The parade takes place in a residential neighborhood with mostly privately owned property. Although the boulevard is public property, the private property owners are responsible for maintaining the grass and they will most likely need to mow before the parade. Staking your spot too early won't allow them to care for the lawn and they may remove whatever you left so they can maintain the lawn.
- Staking blankets or tarps to the ground will cause the grass underneath to become brown or yellow...even if the tarp is only

down for a day or so. And "staking" something into the ground is dangerous especially in the boulevard where lots of utility lines and pipes are buried. This goes for those who put up tents and stake them to the ground also.

- Ever put down a chair or really nice blanket and come back on parade day with it nowhere in sight? That's the risk you take of staking out your spot too early. Not everyone is honest and lots of stuff goes missing.
- Anything placed in Gorman Park will almost surely be moved before the event. City crews work very hard to get the city looking spiffy for the Fourth when over 10,000 people come to town for the various events. Public Works crews will mow the parks a day or two in advance, set up bleachers in Gorman Park and generally work in all the areas where folks want to stake their claim. To prevent damage to our mowing equipment and injuries to our employees, anything left on the boulevard in any of the City's parks earlier than the night before the parade may be removed.
- Weather in July can include strong storms and if those storms come before the parade, a lot of the materials left to save a spot can end up blocks away or in people's back yards. Keep that in mind when saving your spot.
- And then there is after the parade.....everyone is expected to clean up after themselves and when you leave, we ask that you take all of your personal belongings home with you. Unfortunately not everyone abides by this rule and the parade route is sometimes littered with broken chairs and other debris that just didn't make the trip home with the owner.



of a request for a letter of support for the Hallett's Landing Apartment/Solace Project; approval for a wage increase for City Councilmembers; and a closed session to discuss land purchase negotiations for future development purposes.

The Council also had a special meeting on June 15, 2015 that included a closed session covered under the attorney-client privilege exemption from the Minnesota Open Meeting Law; and action to consider approval of a settlement agreement with Green Valley LLP.

The next regular meeting of the City Council will be Monday, June 22nd 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.

POUND ANIMALS LOOKING FOR HOMES – The Saint Peter animal pound has several dogs, cats, and kittens looking for wonderful forever homes. If you have room in your heart and home for a new pet, please check out these beauties:

- **Clyde** is a male Chesapeake/Lab cross, about 1-2 years old, found in Nicollet County. He is a beautiful dog and full of energy! His adoption fee is \$155.
- **Prairie** is a female domestic short hair calico tabby cat, about 3 years old. She was found in Kasota. She is very friendly and is in need of a loving home. Her adoption fee is \$25.
- **Simon** is a male domestic short hair orange tabby and he is about 1 year old. He LOVES to play! And he also has a very interesting feature...look at his paws that he so proudly displays...an extra digit! This is pretty special and it is called being polydactyl. Nobel Prize-winning author Ernest Hemingway was a famous aficionado of polydactyl cats, after being first given a six-toed cat by a ship's captain. Upon Hemingway's death in 1961, his former home in Key West, Florida, became a museum and a home for his cats, and it currently houses approximately fifty descendants of his cats (about half of which are polydactyl). Because of his love for these animals, polydactyl cats are sometimes referred

As tempting as it may be to save a spot days in advance, we ask that everyone be courteous to those who live along the parade route and limit saving your spot to the day before. That also allows those who are coming from out of town to have the same opportunity for a prime viewing spot as those who live nearby and everyone can enjoy the parade!

CITY COUNCIL ACTIONS – Action taken by the City Council at the regular meeting of June 8, 2015 included approval for the sale of \$3,540,000 in Electric Revenue Refunding Bonds that will save the City almost \$224,000 in interest costs; rejection

to as "Hemingway Cats". Simon's adoption fee is \$25.

- Next meet some of our kittens. They are about 5 weeks old and were found in Saint Peter. **Fozzie** is a male orange tabby, **Gonzo** a black male, **Henriatta** a torti female (Update...Henriatta has been adopted), and **Fifi** and **Sweet-ums** are both black females. The kittens are available for an adoption fee of \$155, which includes neuter/spay, wellness exam, 1st distemper, rabies, FeLV test and first deworming.



All animals have current vaccinations and have been spayed/neutered before adoption. For more information on these animals, please contact CSO Thompson at the Police Department (931-1550) or Alaina at Kind Veterinary Clinic (931-4700) during regular business hours.



RAIN BARREL REBATES – Time is running out if you want to participate in the City's rain barrel rebate program. The deadline for purchase of a qualifying rain barrel is July 15th although funding is limited and may be fully

expended before the deadline.

Rain water is great for gardens, houseplants, car washing, window washing, and other household chores. It also provides a good source of water during droughts and saves utility customers money by lowering the monthly water bill. Use of rainwater for these tasks also reduces stress on the City's storm drain and sewer systems.

Here's how the rebate program works..... City utility customers may purchase a 45-48 gallon rain barrel or rain barrel diverter and parts kit from one of three local vendors.....Arrow Ace Hardware, Mary's Flowers, or Traverse des Sioux Garden Center. At the time of purchase, a rebate form will be filled out at the store and the form will be provided to the City for processing. Purchase of one of the qualifying barrels entitles the utility customer to either a \$25 rebate on their utility bill or a \$10 rebate on the utility bill for purchase of a rain barrel diverter and parts kit.

Sorry, but barrels purchased from other vendors will NOT qualify for the rebate.

PHOSPHORUS-FREE LAWN CARE - Phosphorus is the primary nutrient that turns lakes and rivers green with algae and in Minnesota, it is illegal to apply phosphorus-containing fertilizer to lawns.

When you head to the hardware store or garden center to purchase your fertilizer, you'll want to know your numbers! Look for the middle number on a bag of fertilizer. It should be zero (0) which means the fertilizer is phosphorus free and can be used on your lawn.

There are some exceptions to the law.....

Fertilizers containing phosphorus may be used on lawns if a soil or plant tissue test indicates that phosphorus is needed or if you are establishing a new lawn by laying sod or seeding. These restrictions do not apply to fertilizers used for agricultural crops, flower and vegetable gardening, or on golf courses by trained staff.

It's also illegal to spread any fertilizer on hard surfaces such as streets, sidewalks, and driveways. Rain can wash the fertilizer into nearby storm drains or road ditches, eventually getting into a lake or river near you. If you accidentally spill or spread fertilizer on a hard surface, please clean it up immediately.



ILLEGAL DUMPING – One of the lesser known laws in Saint Peter has to do with illegal dumping. Most people think of this as disposing of old tires in ditches, or dumping a broken refrigerator in a wooded area. That's part of it, but it is also illegal to dump or place garbage in another person's garbage container.

As everyone does know, each property owner pays to have garbage hauled away. Whether you are a home owner or own a business, the cost to dispose of garbage adds up. If you have excess garbage at a home, you have to buy special bags to dispose of the excess. If you are a business with a dumpster, the cost is based on the weight of materials in the dumpster. So every bit of extra garbage costs more.

And yet there are some people in the community, or maybe they come from other communities, who try and toss their garbage in someone else's containers, but it's illegal! If you see someone illegally dumping garbage or other unwanted materials in a dumpster or container that is not theirs, please get a good description of the person and their vehicle and call the Police Department at 931-1550.

One more law that you may not know about...it's also illegal to dig through someone's recycling and



take out materials like aluminum cans once that recycling container has been set out for collection.

CONSUMER CONFIDENCE REPORT -

Under the Consumer Confidence Rule the United States Environmental Protection Agency (EPA) requires public water suppliers to send out information about the water quality which is made available to the public. Saint Peter does this annually through the Consumer Confidence Report (CCR). The CCR summarizes information regarding sources used (i.e., rivers, or aquifers) and of any detected contaminants, compliance and educational material. The 2014 CCR report for the Saint Peter Water Utility is available on the City's website at <http://www.saintpetermn.gov/WaterConsumerConfidenceReport.pdf>. A paper copy will be sent to utility customers upon request by calling Public Works at (507) 934-0670.



PARKS BOARD MEETING CANCELLED – The Parks and Recreation Advisory Board meeting in June has been cancelled. The next regular meeting is scheduled for Monday, July 20th at 7:00 p.m. For more information on Parks Board meetings, please contact the Public Works Department at 934-0670.

HELP WANTED – The City of Saint Peter is currently accepting applications for the following position(s):

- **PART-TIME LIBRARY CIRCULATION CLERK** – in the Recreation and Leisure Services Department. Minimum qualifications: Experience working with public in customer service setting. Desired qualifications: Experience in provision of library services; ability to operate a PC and use internet and related programs including on-line cataloging system. Up to 19 hours per week (M-F days/evenings plus some Saturdays). Wage \$9.25/hour. Applicants are required to complete City application form available in the City Administrator's office at 227 South Front Street between the hours of 8:00 a.m. - 12:00 noon and 1-5:00 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 pm July 2, 2015. Faxed, late, and/or emailed applications will not be accepted. AA/EEO

SPECIAL PLANNING COMMISSION MEETING – The City's Planning and Zoning Commission will meet in a special session on June 18th beginning at 5:30 p.m. in the Governors' Room of the Community Center. For more information on this special meeting, please contact the Community Development Department at 934-0661.

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.

Thursday	June 18	5:30 p.m.	Planning and Zoning Commission Special Meeting
Monday	June 22	7:00 p.m.	City Council Meeting
Wednesday	June 24	12:00 noon	Hospital Commission
Wednesday	June 24	5:30 p.m.	Library Board
Thursday	June 25	12:00 noon	Economic Development Authority
Friday	June 26	8:00 a.m.	Tourism and Visitors Bureau
Monday	June 29	3:00 p.m.	City Council Goal Session
Tuesday	June 30	5:30 p.m.	Heritage Preservation Commission
Friday	July 3		CITY OFFICES CLOSED – FOURTH OF JULY HOLIDAY
Monday	July 6	3:30 p.m.	Housing and Redevelopment Authority
Monday	July 6	5:30 p.m.	City Council Workshop Session

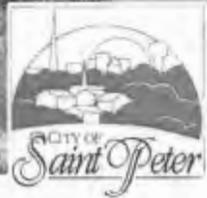


Monday	July 13	7:00 p.m.	City Council Meeting
Tuesday	July 14	5:30 p.m.	Library Board Meeting
Thursday	July 16	5:30 p.m.	Planning and Zoning Commission
Monday	July 20	5:30 p.m.	City Council Workshop
Monday	July 20	7:00 p.m.	Parks and Recreation Advisory Board
Thursday	July 23	12:00 noon	Economic Development Authority
Friday	July 24	8:00 a.m.	Tourism and Visitors Bureau
Monday	July 27	7:00 p.m.	City Council Meeting
Tuesday	July 28	5:30 p.m.	Heritage Preservation Commission
Wednesday	July 29	12:00 noon	Hospital Commission

City of Saint Peter, Minnesota

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What have you been up to?



City of Saint Peter, Minnesota
Published by Casey Luker · 22 hrs ·

STATE OF THE CITY - Join City Administrator Todd Prafke as he talks about child care, the Nicollet County Historical Society Treaty Site, fixing streets, parade watcher best practices, and jobs.



439 people reached

Boost Post

136 Views
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Dave Johnson, Yvette Voss and Lori Bresin Oachs like this.

Write a comment...

City of Saint Peter, Minnesota
Published by Angelam Glassel · 22 hrs ·

Gardner Road will be closed on Thursday, June 18 for continuation of tree grubbing and removal.

189 people reached

Boost Post

Like Comment Share

City of Saint Peter, Minnesota
Published by Casey Luker · Yesterday at 8:19am · Edited

- Anne Mccat... 10m
- Ashley Prax... 21m
- Jennie Lynne... 21m
- Francine Kocmick... 1h
- Barbara A Luker... 5 Page Likes
- Tom Gayner... 2,637 Post Reach
- Valerie Willis Thr... 13m
- Nancy Luke... Recent
- Mat Gro... 2015
- Rosten Wille... 2013
- Travis Sandland... 2012 1m
- Dalaina Sandland... 2011 1m
- Susan Brunz... See Your Ad Hei
- Todd Prafke... 3h
- Lelia Leonhardt... 33m
- Jean Sandland... City of Saint Peter
- Sue Luker... Welcome to the Cit

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Supreme Court: Texas OK to reject Confederate flag plate - CNNPolit...

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Europe

Madonna Plots Rebel Heart Tour for North America, Europe

145K Tweets about this trend

India by 79



What's happening?



Minnesota Cities @MinnesotaCities · 47m

Web Extra—6 reasons to consider hiring a veteran: bit.ly/1H1tpL #MnCities



MN State Patrol @MnDPS_MSP · 1h

Come check us out this wknd. at the #BackToThe50s car show. Our vintage squads will be there. ow.ly/OuWHg



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Minnesota Cities retweeted



Laura Ziegler @laurahziegler · 5h

Crashing the MN Assoc of City Attorneys Legislative Update. @PJHynes2 provides key graphic for death of tax bill.

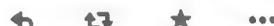


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Minnesota Cities @MinnesotaCities · 6h

Help refine LMC policy by serving on development finance, elections or telecommunications task forces: bit.ly/S2E48e #LMCleg



Mark Ritchie retweeted



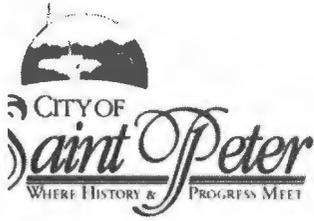
Zabeth Teelucksingh @ZTEELUCKSINGH · Jun 17

Great to meet @mritchie @USGLC to talk @usa250 @2015_expomilano and @PhillylovesWHC #global #brands for #USA @BrandUSA @GlobalPhila



Minnesota Cities @MinnesotaCities · 22h

The MinnesotaCities Daily is out! paper.li/donreeder/city... Stories via @greatermincities @cityofdilworth @VisitBemidji



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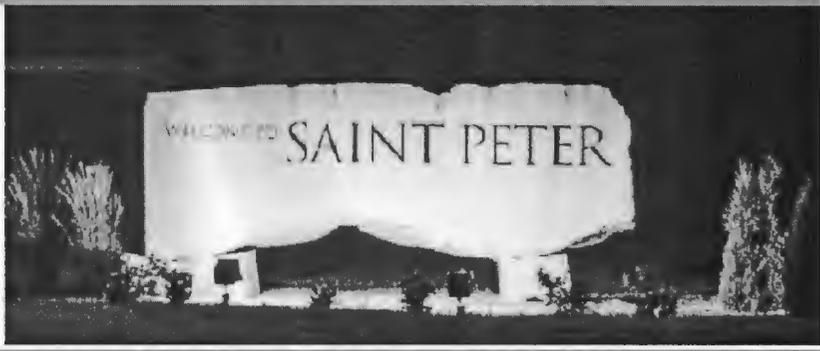
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Welcome to the City of Saint Peter

Saint Peter is pleased to welcome visitors and new residents to our community. Stop in for a visit and see what we have to offer!



| 1 | 2 | 3 | 4 | 5 | 6

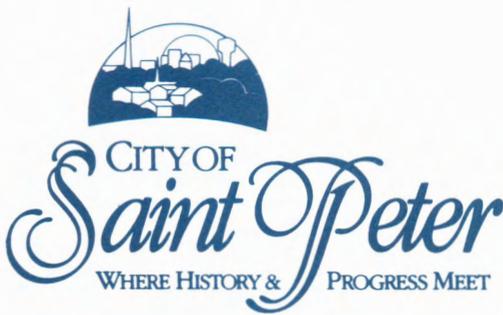
City of Saint Peter, Minnesota

Saint Peter is a warm and welcoming community located in the scenic Minnesota River Valley.

The City of Saint Peter was incorporated in 1873 and is located approximately 60 miles south of Minneapolis/Saint Paul in the beautiful Minnesota River Valley (10 miles north of Mankato). Our city has a population of over 11,400 and was originally intended to be the capital of the State of Minnesota. As the legislators were preparing to vote on the location of the capital, Joe Rolette stole the bill that would have named Saint Peter as capital and he hid with it until after the legislature voted for Saint Paul.

Even though Saint Peter was not named the capital, visitors can see how our founding fathers planned for that designation by platting extra wide streets in town. In addition, the capital building would have been located in Minnesota Square Park which is adjacent to Highway 169 on the south end of our City. [\(continued\)](#)

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Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/18/2015

FROM: Todd Prafke
City Administrator

RE: March 30 Goal Session Take-a-ways

ACTION/RECOMMENDATION

None needed. For your information.

BACKGROUND

This is the list of issues and take-a-ways that left your March 30, 2015 Goal Session with. They are not prioritized.

- NLC/APPA Attendance
- Investigate the overlap and splitting up of attendees to cover both as an experiment in 2016.
- Push "Sustainable Boundary" exemplified by agreement with Ameresco and working with SMMPA and some needed changes to our rate structure related to feeding back onto system. Think about changes as cost aversion not subsidy.
- Bus – propane. Review when appropriate.
- White Sheets Partners. Add a couple of community groups to that like Arts Center and Historical Society.
- Issue related to getting folks to volunteer for boards and be on Council. Change wages. Change nature of some of the Committees
- Pavilion - get some help to look for money.
- Success will be measured in the next year in a couple of key ways: cooperative with School on Lambert/Hermel property, and how does it look and does it get used well.

- Saint Peter continues to differentiate itself from other communities and try new and different things. Participate in many levels. LMC, GMG Department heads do what they are doing on advisory and other statewide groups.
- Provide the educational opportunities on City finance to the Council.
- Make sure Third Street sidewalk can go.
- Make us look good on Gardner Road upgrade. Work cooperatively on this with Township and County (turn lanes).
- Work with MnDOT on street scape change on Broadway just west of Highway 99 Bridge.
- Lake Jefferson Sewer. Provide service if requested; treatment and distribution service. No push or pull, know about long/short impact and financial impact.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal

**CITY OF SAINT PETER
TAX THEORY
TAX LEVY: CERTIFY IN 2014, COLLECTIBLE IN 2015**
Levy Limit Year

Levy Limit Year

	Certified: Payable:					BUDGET	PROJECTED	PROJECTED	PROJECTED
		2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2015 2016	2016 2017	2017 2018
General Fund		832,925	1,275,614	1,275,614	1,305,614	1,308,614	1,374,045	1,442,747	1,514,884
\$ increase (decrease) in General Fund		0	90,490	0	30,000	3,000	65,431	68,702	72,137
% increase (decrease) in General Fund		0.00%	7.64%	0.00%	2.35%	0.23%	5.00%	5.00%	5.00%
Public Library		310,133	250,133	220,133	220,133	220,133	231,140	242,697	254,831
St, Peter Community Center		0	0	0	0	0	0	0	0
N Firefighter's Relief		24,600	10,000	10,000	10,000	8,000	8,000	8,000	8,000
Special Levies:									
A Bonded Indebtedness									
2002 Refunding Bond (CCC)		0	0	0	0	0	0	0	0
09 Public Project Revenue Bond (SPCC)		298,112	294,277	294,277	284,053	284,055	283,593	282,665	286,275
98 GO CO Refunding Bond (Pine Ridge)		0	0	0	0	0	0	0	0
B Certificates of Indebtedness									
Expired Equipment Certificates		0	0	0	0	0	0	0	0
'06 Equipment Certificate		0	0	0	0	0	0	0	0
07 Equipment Certificate		34,200		0	0	0	0	0	0
08 Equipment Certificate		63,180	51,372	0	0	0	0	0	0
'09 Equipment Certificate		67,462	65,720	63,977	62,049	0	0	0	0
'10 Equipment Certificate		35,200	34,300	33,400	32,500	31,132	0	0	0
'11 Equipment Certificate			21,995	21,425	20,850	20,235	19,590	0	0
'12 Equipment Certificate			14,600	48,900	53,000	47,500	47,500	47,500	0
'13 Equipment Certificate - Fire Truck				87,780	79,133	105,206	101,148	100,435	99,390
'14 Equipment Certificate					40,678	67,979	67,980	67,980	67,980
'15 Equipment Certificate						57,500	56,000	54,500	54,500
'16 Equipment Certificate							57,500	56,000	56,000
'17 Equipment Certificate								56,000	56,000
'18 Equipment Certificate						0			56,000
C Bonds of another local unit of Gov't									
J Pera Employer rate inc. after 6/30/01		82,652	0	0	0	0	0	0	0
Unallotment --		269,547	0	0	0	0	0	0	0
Abatement for Nash Finch					0	0	0	0	0
Abatement for ISJ Clinic		23,000	23,000	23,000	23,000	20,000	20,000	20,000	20,000
Special Levies:		873,353	505,264	572,759	595,263	633,607	653,311	685,080	696,145
Levy applicable to levy limits:		1,167,658	na	na	1,535,747	1,536,747	1,613,184	1,693,444	1,777,716
TOTAL GROSS LEVY:		2,041,011	2,041,011	2,078,506	2,131,010	2,170,354	2,266,495	2,378,524	2,473,861
% increase(decrease) over prior levy		1.02%	0.00%	1.84%	2.53%	1.85%	4.43%	4.94%	4.01%
Tax Rate: City		43.52	49.00	50.67	51.13	47.12	48.72	50.63	52.13
Tax Rate: Total									
Taxable Market Value		484,053,400	430,696,300	424,206,500	428,488,400	459,425,700			
Exempt Market Value		277,106,400	277,106,400	277,106,400	277,106,400	277,106,400			
Net Tax Capacity		4,689,589	4,165,734	4,102,084	4,167,947	4,605,662	4,651,719	4,698,236	4,745,218
City		43.53	49.004	50.673	51.13	47.081	preliminary		
County		52.77	53.67	52.001	51.24	49.291			
School		15.553	16.716	16.752	17.175	17.189			
Region 9		0.187	0.19	0.188	0.172	0.153			
Multi-County		0.357	0.367	0.352	0.322	0.301			
Total extension rate		112.397	119.947	119.966	120.039	114.015			

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HOSPITAL Commission

Sec. 2-627. - Purpose and duties.

Subject to such limitations that may be prescribed by rules, the municipally-owned Community Hospital, nursing home, medical clinic and ambulance services, shall be operated primarily as a general hospital, medical clinic, nursing home and ambulance service, and the Commission shall from time to time establish and provide for setting of rates and suitable charges for the use of the Community Hospital, nursing home, medical clinic, and ambulance service and its facilities, and for payment and collection of same. In fixing such charges and rates and in all other business practices the Commission shall have in mind this purpose; that the Community Hospital, nursing home, medical clinic, and ambulance service shall be self-sustaining insofar as proper business practices can make it so; to accomplish that purpose the Commission, among other business practices, may provide security and for services to be rendered to patients. Said Commission shall at all times keep and cause to be kept true and correct books and accounts wherein shall be entered all receipts and disbursements and all business transactions appertaining to the operation of the hospital, medical clinic, nursing home or ambulance service and property, and said Commission shall make to the Council during the month of May or following the completion of the Hospital's independent audit a full and accurate detailed report of all receipts and disbursements and of all the doings and transactions in the operation of such hospital, medical clinic, nursing home and ambulance service and the management of the Commission. During the first week of January of each year said Commission shall file with the City Clerk-Administrator an inventory of all hospital, medical clinic, nursing home and ambulance properties. All funds and receipts collected in operating and managing said hospital, medical clinic, nursing home and ambulance service shall be deposited with the Hospital Commission approved depositories, and all expenses and disbursements incurred in the operation thereof shall be paid by check on said indebtedness shall be incurred by said Commission except such as is necessary and incident to the carrying on of such hospital, medical clinic, nursing home or ambulance service, unless first authorized by the Council. No alterations, repairs or improvements to the hospital, medical clinic or nursing home shall be made by said Commission in excess of \$15,000.00 without first obtaining the approval of the Council therefor. All claims and demands must be allowed by said Commission before paid. A copy of the agenda minutes and supplementary materials for each meeting of the Commission shall be provided to the City Clerk-Administrator prior to each meeting.

(Ord. No. 407(2nd Ser.), § 1(subd. 4), 5-24-2010)

ORDINANCE NO. 20, THIRD SERIES

**AN ORDINANCE AMENDING SAINT PETER CITY CODE SECTION 2-32 ENTITLED
"SALARIES OF MAYOR AND COUNCILMEMBERS" AND ADOPTING BY REFERENCE
SAINT PETER CITY CODE CHAPTER 1 AND SECTION 1-6, WHICH, AMONG OTHER
THINGS, CONTAIN PENALTY PROVISIONS**

WHEREAS, salaries for the Mayor and City Councilmembers were last established in 2007; and

WHEREAS, the City Council finds it appropriate to modify these amounts.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

Section 1. Section 2.32 of the Saint Peter City Code is hereby amended as follows:

Sec. 2-32. - Salaries of Mayor and Councilmembers.

Subd. 1. Effective January 1, 2016, the salary of the Mayor is fixed at \$8,000.00 per year; and the salary of each Councilmember is hereby fixed at seventy-five percent (75%) of the Mayor's salary.

Subd. 2. The City Clerk-Administrator shall include reconsideration of the salaries of the Mayor and Councilmembers on a City Council agenda in the spring of each odd numbered year.

Section 2. Saint Peter City Code Chapter 1, entitled "General Provisions And Definitions Applicable To The Entire City Code Including Penalty For Violation" and Section 1-6 Entitled "Violation a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 8th day of June, 2015.

ATTEST:

Todd Prafke
City Administrator

Timothy Strand
Mayor

The foregoing Ordinance was adopted by the following votes:

Ayes: Councilmembers Grams, Zieman, Kvamme, Carlin, Brand, Parras, and Mayor Strand

Nays: None

Absent: None

Published in the *Saint Peter Herald* on June 18, 2015.

BOARD OF APPEALS AND ADJUSTMENT

The Board of Appeals and Adjustments is established in Section 11.29 of the City Code. The Board has the power and duty to hear and decide appeals where it is alleged there is error in any order, requirement, decision or determination made by the Zoning Administrator in the enforcement of the City Code; to hear and decide only such conditional uses as the Board of Appeals and Adjustments is specifically authorized to pass on by the terms of the City Code; and to authorize, upon appeal in specific cases, such variance from the terms of the Zoning Code as will not be contrary to the public interest where, owing to special conditions, a literal interpretation and enforcement of the provisions of this Chapter would result in unnecessary hardship. The Board of Appeals and Adjustments meets as necessary.

CIVIL SERVICE COMMISSION

The Police Civil Service Commission is created pursuant to Minnesota State Statutes Chapter 419. The purpose of the Commission is to service all Police personnel needs including, but not limited to employment, promotions, demotions, discharges, transfers, testing, certifications, lay-offs, resignations and reinstatements by employees of the department as defined in the Rules and Regulations of the Saint Peter Police Civil Service Commission. The Civil Service Commission meets as necessary. Meetings are most usually at 7:00 a.m. at City Hall.

ECONOMIC DEVELOPMENT AUTHORITY

The Economic Development Authority (EDA) is created pursuant to Minnesota Statutes Chapter 400. The appointment of an Economic Development Authority is intended to provide the City with a board comprised of representatives from both City government and private enterprise, capable of administering business incentives and other economic development measures. The EDA is the main economic development board for the City and is under the authority of the City Council. The primary responsibilities of the EDA are advisory functions relative to commercial and industrial development and redevelopment. The EDA meets on the fourth Thursday of each month at 12:00 noon.

HERITAGE PRESERVATION COMMISSION

The Heritage Preservation Commission was created as an advisory Commission to develop guidelines or standards to carry out the Heritage Preservation guidelines. Those guidelines or standards address the application of the Ordinance by developing and preserving structures within the Heritage Preservation District by providing standards for design, signs, materials, and the like. The HPC meets on the last Tuesday of each month at 5:30 p.m.

HOSPITAL AND NURSING HOME COMMISSION

The Commission has charge of administration, operation, and maintenance of all hospitals and nursing homes, now or hereafter, owned by the City. The Commission has the power to hire a superintendent of hospitals or nursing homes and all other necessary employees, to fix and pay their compensation, to reimburse officers and employees for expenses necessarily paid or incurred in the performance of their duties, to require a bond of any officer or employee and pay the premium thereon; to effect all necessary insurance; to make repairs of the hospital or nursing home buildings and their contents; to purchase all necessary equipment, apparatus, and supplies; to receive and to accept, with the approval of the Council, on mutually agreeable terms all donations for hospital or nursing home purposes; to establish such committees as it may see fit; and to make rules relating to its own procedures and to the administration, operation, and maintenance of such hospitals. The Hospital Commission meets on the last Wednesday of each month at 12:00 noon.

HOUSING AND REDEVELOPMENT AUTHORITY

The Housing and Redevelopment Authority was created pursuant to Federal and State Statutes for the

purpose of operating and maintaining public housing in Saint Peter (Park View Manor). The Housing and Redevelopment Authority may also serve as a review board for other community development activities relating to housing and urban redevelopment. The HRA meets on the first Monday of each month at 3:30 p.m.

HUMAN RIGHTS COMMISSION

The purpose of the Commission is to secure for all citizens equal opportunity in employment, housing, public accommodations, public services and education and full participation in the affairs of the community by assisting the State Department of Human Rights and implementing the Minnesota State Act Against Discrimination (M.S. 363) and by advising the Council on long-range programs to improve community relations in the City. The HRC meets on the third Monday of each month at 5:00 p.m.

PUBLIC LIBRARY BOARD

The duties of the Public Library Board, as described in Section 2.17 of the City Code and the Board by-laws, is to make recommendation regarding policy of the library, programs and operation of the library and library buildings; monitor and advocate for legislation that is appropriate to public libraries; cooperate with other public officials and boards; maintain positive community relations; and carry out other duties as assigned by Ordinance or resolution of the City Council. The general Minnesota State Statutes that apply to the operation of a library board and public library shall govern the appointment of the members, their tenure and their power and duties. The Library Board meets every other month (beginning in January of each year) at 6:00 p.m.

PARKS AND RECREATION ADVISORY BOARD

The Parks and Recreation Advisory Board is established to study the needs of the City in the area of public parks and recreational programs and to make recommendations to the City Council on park and recreation policies. The duties and responsibilities of the Parks and Recreation Advisory Board shall include, but are not limited to the following: review and make recommendations to the City Council on park and recreation policies; review the need for additional park land; prepare a park land acquisition and development plan; prepare a capital equipment and improvement program for the park system; make annual budget recommendations; study and recommend park and recreational programs and activities; study and meet with other governmental organizations and bodies on the use of parks; and serve as the City's Tree Advisory Board. The Parks Board meets on the third Monday of each month at 7:00 p.m.

PLANNING AND ZONING COMMISSION

The function and duties of the Planning and Zoning Commission include preparation of a Comprehensive Plan for the physical development of the City, including proposed public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, the use of property, the density of population, and other matters related to the physical development of the City. The Commission may also prepare a revised Zoning Plan and an official map of the platted and unplatted portions of the City and adjoining territory, or portions thereof, indicating upon such map the proposed future extensions or widening of streets of the City. The Planning and Zoning Commission reviews all proposals for land development that are affected by zoning, conditional use permits, annexation, and subdivision regulations. The Planning Commission meets on the first Tuesday of each month at 7:00 p.m.



**Saint Peter Human Rights Commission
Nomination Form – 2011 Human Rights Award**

Submit to:

Saint Peter Human Rights Commission
c/o City Administrator's Office
227 South Front Street
Saint Peter, Minnesota 56082

Deadline: November 7, 2011

The Saint Peter Human Rights Commission wishes to recognize an individual, organization or project in Saint Peter that has furthered human rights in the community DURING THE YEAR 2011 by the issuance of an annual Human Rights Award. If you know an individual or organization who you believe has worked to further human rights in Saint Peter DURING THE YEAR 2011, please complete this form and return it to the Commission by the deadline.

Persons or Organization Nominated:	Nominated By:
Name:	Name:
PLEASE CHECK ONE <input type="checkbox"/> Individual <input type="checkbox"/> Organization <input type="checkbox"/> Project	
Address:	Address:
City/State/Zip	City/State/Zip
Day phone:	Day Phone:
Evening Phone:	Evening Phone:
Email (optional):	Email (optional):
Organization (if applicable):	Organization (if applicable):
Affiliation (if applicable):	Affiliation (if applicable):

Please answer the following questions about the nominee. If additional space is needed, please attach a separate page.

- How did the nominee further human rights in Saint Peter DURING THE YEAR 2011? Please list specific actions or activities.

62
(Over please)

HOT SHEET Human Rights Awards

Human Rights Awards Nominations Sought

The Saint Peter Human Rights Commission has been in existence for almost 2 decades. The Commission's mission is multi-faceted with a focus on working to promote cultural understanding within our community. One of the projects the Commission has undertaken is a yearly Human Rights Award. This award is presented to an outstanding project, individual or group that has advanced human rights causes within the community of Saint Peter. If you know of an event, an activity or even just a person who has promoted human rights within Saint Peter the Commission would love to hear about it.

Past winners have included the League of Women Voters for a multi language community information guide, a project drawing attention to genocide in Darfur and a group that promoted youth leadership in the Latino community.

The nomination deadline is November 10th. It is a wonderful way to recognize those that have a tremendous impact on our community and the lives of people. You can obtain the one page Saint Peter Human Rights Award nomination form from the City Administrators Office at 227 South Front Street or email at barbaral@saintpetermn.gov or by call 507 934 0663.

To: Todd Prafke
City Administrator

Date: May 12, 2015

From: Russ Wille
Community Development Director

RE: White Paper – (GO) Gateway Overlay District

The Gateway Overlay District was created in 2007 when the revised Zoning Code was adopted by the City Council. The text of the Gateway Overlay District regulations is included for your reference. Additionally, a copy of the zoning map is provided to depict the established zoning district(s) where the provision of the GO are applied.

The intent of the Gateway Overlay Districts is as follows:

“The GO Gateway Overlay District is intended to promote high quality development within the Highway No. 169 corridor. The design features and development standards included in this division are intended to create a memorable and positive first impression upon those entering the city, particularly the motoring public. The District also intends to establish an image and character that is distinctly Saint Peter. The principles of the Gateway Overlay District are to be carried out through the standards related to site planning, signage, architecture and landscaping.”

The GO overlay was originally proposed in response to the development of a retail site within the (C-4) Highway Service Commercial district on the north end of town. The metal exterior building was constructed oriented towards Old Minnesota Avenue leaving the loading dock and garbage corral as the public presentation of the building to Highway 169 vehicular traffic.

Disappointed with the aesthetics of the development, the GO overlay was proposed to protect the visual image of the community. Concerns were raised that the views of Saint Peter from the Highway 169 corridor would begin to resemble an alleyway with other exposed utilitarian rear facades.

Since its adoption, the Gateway Overlay District regulations have been amended twice.

The first amendment was undertaken to clarify when the Gateway Overlay District standards would be applied to property being redeveloped. The Planning Commission recommended, and the City Council accepted the following amendment language.

“The standards of the (GO) Gateway Overlay District shall be applied to designated properties upon a change in Use Classification of the property.”

The second amendment was adopted to expand the Gateway Overlay District boundaries to include the undeveloped Northern Con-Agg property in the vicinity of the new Shopko store. The Shopko property was not subject to the GO standards at the time that it was constructed. It was determined that it would be appropriate to apply the district standards to the balance of the undeveloped parcels.

At this time, only two developments have been constructed subject to the GO regulations. Those properties include the new strip mall at the Jefferson Avenue and Highway 169 intersection and the new Kwik Trip store on the opposing corner.

In 2011, Kyle Smith financed the construction of the new strip mall. The quality of construction, the site design and building design have significantly enhanced the visual presentation of this prime piece of commercial real estate. The developer was accommodating and cooperative in working with city staff to plan site that is attractive and reflects favorably upon other developments in the vicinity.

The Kwik Trip store on Jefferson Avenue was constructed in 2009 and is a significantly enhancement from the building prototype regularly constructed by Kwik Trip. In conversations with Kwik Trip real estate professionals, company representatives explained that they see the Gateway Overlay as desirable in that it protects their considerable investment. They appreciate the assurance that neighboring properties would be developed or redeveloped in a manner that projects quality construction, appropriate site design and permanency.

It is believed that approximately 8 properties within the Gateway Overlay District do not meet the conditions of the gateway regulations. Generally, these existing developments have facades which are predominately constructed of steel, vinyl or aluminum siding. The text of the adopted ordinance states:

“Steel, vinyl or aluminum siding shall be limited to a maximum of 25 percent of the exposed exterior wall finish”.

The owners of the non-conforming structures are under no obligation to alter their buildings or to bring them in to compliance unless the Use Classification of the property is changed.

As an example, a retail store selling auto parts could be sold and reused as a retail store selling hardware without requiring exterior alterations. In that instance, the use classification of “Retail Sales” has been maintained. As such, no exterior building modification would be necessary.

If the retail auto parts store is sold and the property is to be reused as a restaurant, the exterior modification would be necessary prior to the issuance of a certificate of occupancy. In this instance, the use classification was changed from “Retail Sales” to “Restaurant” which is a separate classification of use.

So far it appears that the GO overlay has had the intended impact upon Highway 169 developments outside of the Central Business District.

DOWNTOWN PRIORITIES

- *Promote projects that improve or are sympathetic to the historic scale and nature of the downtown.*
- *Business development that promotes a mix of niche retail, food/beverage and entertainment. Promotion of office uses in upper floors is valuable to retail trade in the downtown.*
- *Building enhancements that are not only historically sympathetic. This should be done while promoting upper floor housing or living in the downtown. This will enhance use of businesses by creating density. This should be done while striving to maintain retail or service businesses on the lower floors of buildings.*
- *Promote uses, events, activities that set the downtown as a place of destination.*
- *Use arts and cultural activities to promote the use of downtown as a destination.*
- *Continue to provide EDA dollars to build and upgrade buildings in the downtown.*

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North Commercial District (NCD)

- Provide efficient vehicular access to future commercial developments from Highway #169.
- Improve the pedestrian and multi-modal circulation within the North Commercial District.(NCD)
- Enhance the aesthetics of the Highway #169 corridor through design and landscaping.
- Segregate commercial activity including lighting, noise and vehicular traffic from the residentially developed neighborhoods.
- Reduce vehicular conflicts and improve the safety of the public.
- Support the goals and policies within the Highway #169 Inter-Regional Corridor Study as to access and crossings.
- Promote the provision of meeting or large group activities (City Council).
- Diverse and sustainable building design and standards emphasizing enhanced accessibility. (City Council).
- Enhanced enjoyment and utilization of Hallett's Pond site (City Council).
- Modified April 2013

MINNESOTA MOIST SOIL MANAGEMENT GUIDE

Waterfowl are an important part of Minnesota's natural and cultural heritage. Despite substantial losses in the quantity and quality of waterfowl habitat, Minnesota remains one of the most important production and harvest states in the Mississippi Flyway. Waterfowling traditions reach back to the 19th Century and continue to be an important feature of Minnesota's outdoor heritage. Trip and equipment expenditures by Minnesota waterfowl hunters and watchers in 2001 totaled more than \$224 million and generated more than \$20 million in state tax receipts.

While the Minnesota Department of Natural Resources (DNR) and our conservation partners have continued to make progress in acquiring and developing wildlife areas, managing shallow lakes, and acquiring permanent easements, recent declines in breeding duck populations and reduced hunter participation and harvest have frustrated both hunters and managers. Based on the most recent available data it is clear that the basic issues of habitat degradation and loss are still major barriers to success.

A key wetland type in this habitat picture is seasonal wetlands. Critical for attracting and providing food for breeding ducks, seasonal wetlands flooded in fall also provide attractive habitat for migrating dabbling ducks. In addition, seasonal wetlands in the upper reaches of watersheds are among the most effective landscape features to reduce flooding and improve water quality.

A technique called moist soil management creates seasonal wetland habitat through intensive water level management. Much of the science and information behind moist-soil management was developed by waterfowl managers and research biologists in Missouri. On January 9, 2010, DNR Commissioner Mark Holsten committed the Minnesota DNR to expanding the application of moist soil management in Minnesota.

The primary purpose of this guide is to introduce wetland managers, conservation partners, policy developers, and funding decision makers to the concepts of moist soil management and provide guidance on the location, development, and management of opportunities for moist soil management in Minnesota. This guide is a work in progress. As managers and other moist soil management practitioners gain experience in Minnesota, they are encouraged to share their successes and failures in an effort to constantly update and improve this document.



Mike Myatt (<http://www.forbes.com/sites/mikemyatt/>) Contributor

I write about leadership myths, and bust them one-by-one.

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The Difference Between Great Leaders And Posers

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This may sound harsh, but the truth often is... I've witnessed far too many people in positions of leadership that wouldn't recognize an opportunity if it hit them squarely in the face. If you cannot recognize, attract, and acquire opportunity you should not be in a leadership position. Just this week I've observed people in leadership roles who failed to recognize opportunities, or perhaps even worse, took too long to make a decision and let an opportunity pass them by. We have created legions of risk managers posing as leaders, when what we need are more leaders who understand how opportunity adds value, shapes culture, attracts talent, and brings about transformative change. In today's column I'll take a look at opportunity as key success metric...

What better time to discuss opportunity than as we rapidly run up on Q4? The message I want to deliver is this; opportunity, timing and leadership are inexorably linked. So much so, that if you don't think timing is everything - think again. Even a cursory review of current events shows it doesn't really matter whether you're a politician, investment banker, CEO, or just an average citizen, when it comes to making a simple decision, managing a crisis, or attempting to capture an opportunity, timing is everything – timing **is** leadership.

I've often heard people quip they would rather be lucky than smart. While intelligence and good fortune are certainly both valuable traits to possess, neither of these traits holds a candle to having a great sense of timing,

~~70~~ 70

or having a sixth sense for seeing opportunity where others do not. Luck is a bit of a miss proposition, and we've all known many a brilliant underachiever. However it has been my observation you'll rarely come across someone who possesses a great sense of timing, or a nose for opportunity who is anything other than successful.

As the verse from the old Kenny Rogers song goes "you have to know when to hold em and know when to fold em." There are a few times in the life of every professional where staggering opportunities will present themselves. The question is not whether these opportunities exist, but will you recognize them as such when they cross your path? I believe one of the key differences between leadership mediocrity and excellence is the ability to not only recognize opportunities, but to also possess an understanding and willingness to seize said opportunities. Exploiting opportunities requires you not only possess vision, but also a corresponding bias to action (and a bit of courage as well).

Let me be clear, I'm not advocating for leaders to be opportunists (we have way too many of those), but to be opportunistic in how they view market, talent, culture, change, strategy, etc. An opportunist evaluates everything from a perspective of *what's in it for me?* They are rarely concerned for others, and doing the right thing often takes a back seat to anything that advances their cause – rationalization and justification abound in the world of an opportunist. By contrast, opportunistic leaders seek to use timing and opportunity to advance others over themselves. They look at things through the lens of what will best serve those they lead, what will best advance the mission, what constitutes doing the right thing, what's in alignment with the values and vision, and what advances the greater good.



CIA Insider Warns "25-Year Great Depression to Strike America"

Many inside the U.S. intelligence community fear a single flashpoint could soon sink America into The 25-Year Great Depression...

[See Why](#)

I would urge you to keep this in mind – rarely will you come across a static opportunity in the sense that it will stand idle and wait for you to act. Significant opportunities are not only scarce, but they typically operate on the principal of diminishing returns. Put simply, opportunities are time sensitive. The longer you wait to seize the opportunity, the smaller the return typically is. In fact, the more likely case is the opportunity will completely evaporate if you wait too long to engage. Keep this thought in mind; when opportunity knocks – answer the door.

I can't even begin to count the number of times I watched people miss great opportunities due to a poor sense of timing. Not too surprisingly, people who possess a poor sense of timing usually don't even understand timing is an issue. How many times have you witnessed someone holding-out for better talent, a higher valuation, evolving markets, technology advances, or any number of other circumstances that either never transpire, or by the time they do, the opportunistic advantage had disappeared? I've observed the risk

adverse take due diligence one step too far, the greedy negotiate too long, the impulsive jump the gun, and the plodders move too slow. As the saying goes "timing is everything." The following list contains 5 suggestions for how to spot and evaluate opportunity:

1. **Alignment:** The opportunity should be in alignment with the overall values, vision and mission of the enterprise. Any new opportunity being evaluated should preferably add value to the core, but if not, it should show a significant enough return on investment to justify the dilutive effect of not keeping the main thing the main thing. The core should be used to align, but not necessarily to exclude.
2. **Advantage:** No advantage equals no opportunity. If the opportunity doesn't provide a unique competitive advantage it should at least fill a void bringing you closer to an even playing field. Be careful however not to fall into the trap of "me too" innovation – don't copy; create. Instead of leveling the field, think about tilting the field to your advantage, and where possible, the creation of a new field altogether.
3. **Assessment:** Is the opportunity affordable, feasible, adoptable, and most importantly, is it actionable? An opportunity which cannot be implemented isn't really an opportunity – it will likely be just another very costly distraction. Conduct your diligence before you pull the trigger, not afterwards. A *ready – fire – aim* approach to opportunity management usually fails to hit the target. That said, don't be guilty of moving too slowly. Be decisive; cautious yes – hesitant no.
4. **Accountability:** Keep in mind great ideas are not always the same thing as great opportunities. Ideas don't always have a corresponding vision, nor do they always contain a framework of accountability which helps to ensure a certainty of execution. For opportunities to become reality they must be viewed through the lenses of organizational awareness and personal responsibility. Any new opportunity being considered should contain accountability provisions. Every task should be assigned and managed according to a plan and in the light of day. Any opportunity being adopted must be measurable. Deliverables, benchmarks, deadlines, and success metrics must be incorporated into the plan. The opportunity must be detailed and deliverable on a schedule – it needs to have a beginning, middle and end. Any opportunity not subjected to sound principles of leadership will likely fail.
5. **Achievement:** Opportunities are great, but achievements are better. If any of the four items above are missing the outcome will be unrealized opportunity, or opportunity squandered and lost. The smart game is not played for what could have been, or should have been, but for what was achieved.

The proverbial window closes on every opportunity at some point in time. As you approach each day I would challenge you to consistently evaluate the landscape and seize the opportunities that come your way. Better to be the one who catches the fish than the one who tells the story of the big one who got away...

Thoughts?

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100 Most Influential Stories



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Mike Myatt (<http://www.forbes.com/sites/mikemyatt/>) Contributor

I write about leadership myths, and bust them one-by-one.

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LEADERSHIP (LEADERSHIP) 6/26/2014 @ 11:31AM 11,902 views

The Leadership 'X' Factor That Creates 'It' Companies

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How do some companies evolve to “it company” status while others languish in relative obscurity? Whether you think of more mature companies like Google, Whole Foods, or Unilever, or early stage marvels like Warby Parker, Vendini, or RevZilla, the hottest companies on the planet understand it’s not *what* they do or *how* they do it, but *why* they do what they do that defines who they are as an organization. Put simply, company culture is the real competitive advantage great organizations trade on.

The “X” Factor Defined

Great Culture – it’s that ethereal “X” factor every organization strives to attain but few achieve. It’s often talked about, but rarely understood. Culture is

73

in fact more than a buzzword – it's the very lifeblood of an organization. Culture is what develops and sustains an enterprise. Every organization has a culture. The question CEOs must ask of themselves is do they have the culture they need? Culture must be more than an afterthought – it must be intentional, purposed, and created by design; not by default.

Viewing Culture Through The Right Lens

Culture – it's less about structure and more about values, vision, talent, behaviors and a shared purpose. When you think culture, think open-source not proprietary, adaptive not static, actionable not theoretical, and progressive not regressive. Above all think shared, cohesive, and simple. So why do so many organizations get culture wrong? They copy instead of create, they fail to understand people, context, and purpose matter, and they don't have the resources to truly manage the rigor associated with aligning the business of culture with the execution of strategic imperatives.

Few will argue about the importance of culture, but vehement disagreements arise when you talk about the proper frameworks and constructs needed to create the right culture. Let me attempt to put an end to the silliness of these petty debates. Smart leaders don't confuse fads and trends with culture. They realize that culture (at least a sustainable one) consists of more than ping-pong tables and free food. The key to culture is found in what I refer to as creating a culture of leadership.

Getting Traction

Stop creating a false premise that strategy and culture are in competition with one another by refusing to engage in the strategy versus culture debate. It's not strategy or culture, but strategy and culture. Clearly culture should be a core element of strategy, and while it's important to understand that the vision for culture might be set by the tone at the top, the best cultures are not mandated or imposed on people, they are co-created by the people – people are the culture. The secret sauce to culture is leadership ubiquity. The point at which your entire workforce not only sees themselves as leaders, but are empowered to think and act like leaders is when cultural transformation has taken root.

EMPLOYEE PERFORMANCE GOALS

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It Boils Down To Leadership

Nothing inspires change and innovation like great leadership, and likewise, there is no more costly legacy system to maintain than poor leadership. Put simply, the greatest testimony to the power of real leadership is what happens in its absence – very little.

A culture of leadership replaces rigid frameworks with loose communities of collaborative networks. Complex decisions are not reserved for someone sitting atop a hierarchical structure, but are driven down and across the organization to unleash new levels of engagement and productivity. The best way to create a culture of leadership is to value and reward authentic and effective leadership. Create a culture based upon an ethos that empowers, attracts, differentiates, and sustains. The only culture that flourishes over the long haul is a culture of leadership.

Thoughts?

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5 comments, 4 called-out

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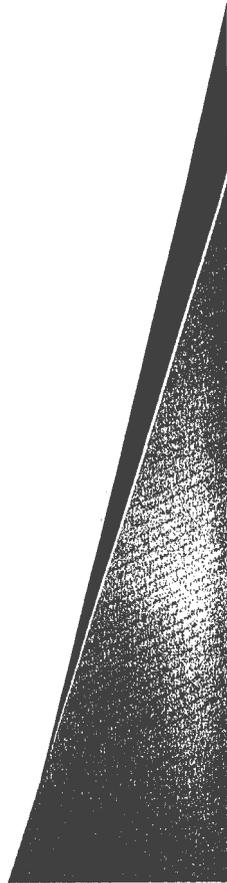


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ME

What is the City Council's

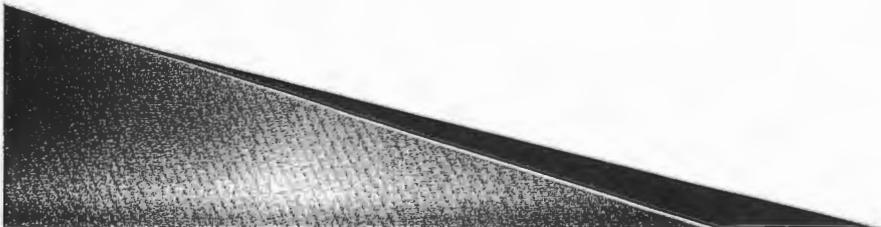
VISION

FOR THE FUTURE OF
YOUR CITY?

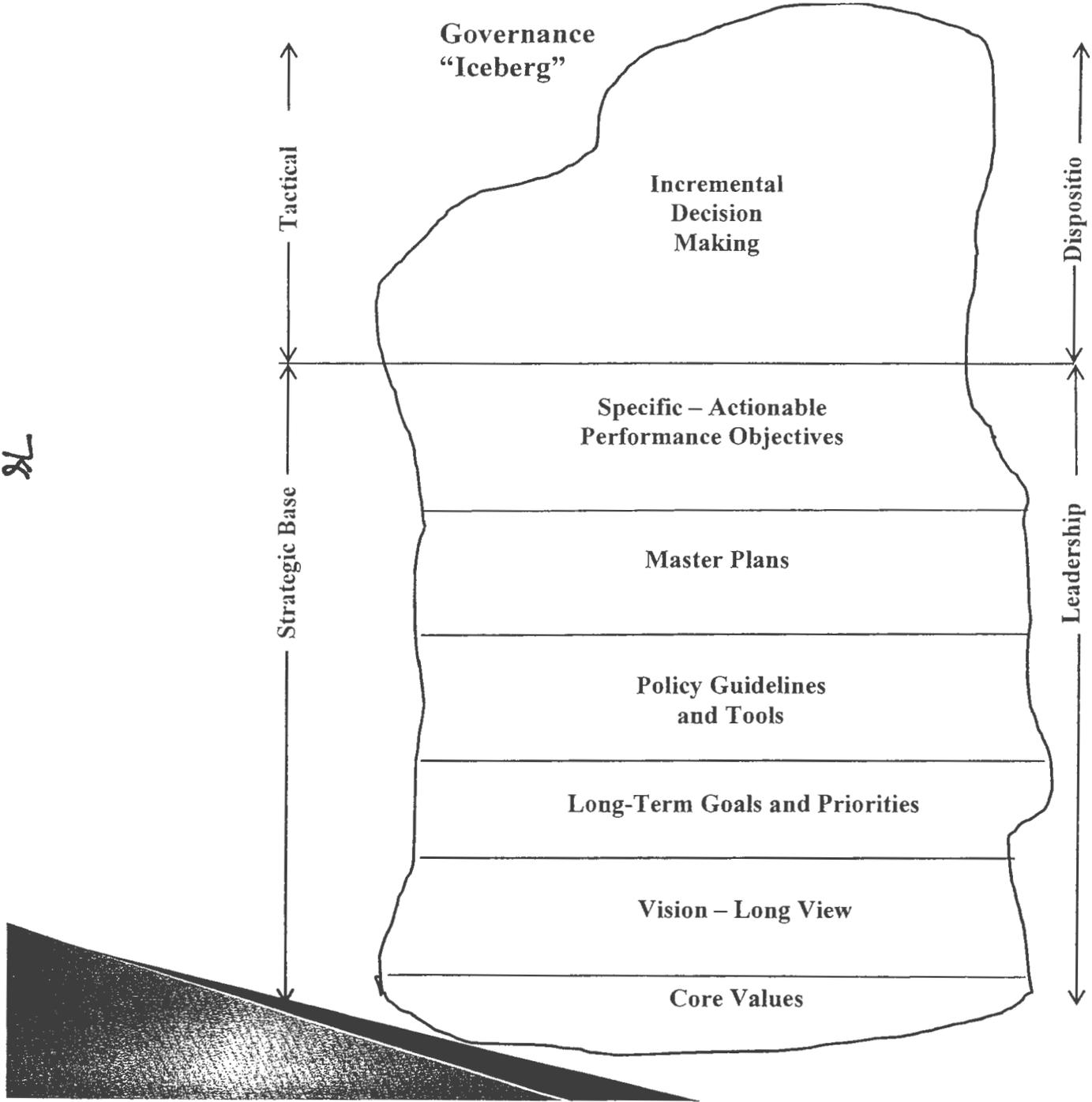


The Job of Leadership

- ▶ To understand and explain the times in which we serve.
- ▶ To set forth a vision of where we need to go.
- ▶ To set forth a strategy of how to get there.
- ▶ Then, execute the strategy.
- ▶ Demonstrate integrity and professionalism in all one does and says!



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Basic Structure of a Strategic Leadership Plan

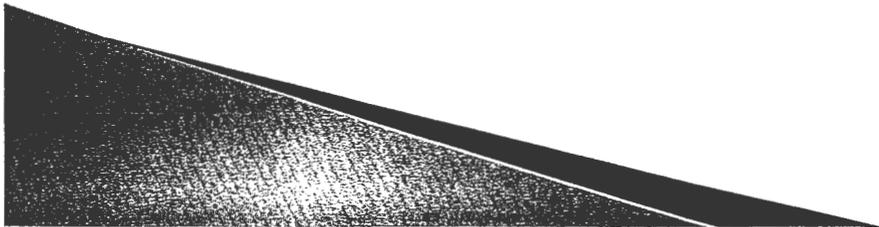
- Vision Statement - a vision for the future that a community or organization aspires to attain.
- Strategic Focus Areas which are the really predominant factors contributing to the nature and quality of a community's or organization's future.

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□ **Five-Year Goals** which provide specific leadership direction which will serve as the basis for policy setting, performance management, revenue and resource generation and allocation.

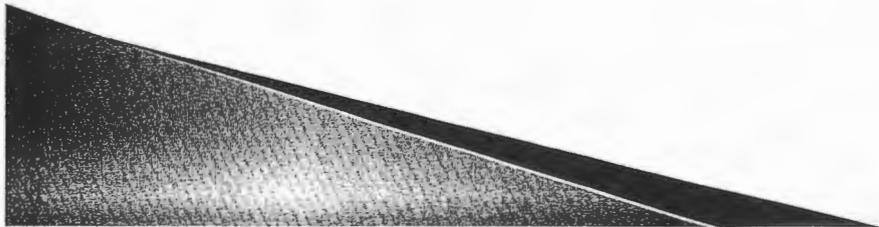
□ **Two-Year Performance Objectives** to accomplish goals, address the strategic focus areas, and ultimately achieve the vision.



Goals and Performance Objectives

- ▶ Set priorities and direction.
- ▶ Focus on **WHAT** (outcomes/results), not **HOW** (tasks).
- ▶ Drive the budget and resource allocations.
- ▶ Provide the basis for work planning & performance evaluation.
- ▶ Clarify the respective roles of council and the manager and staff.

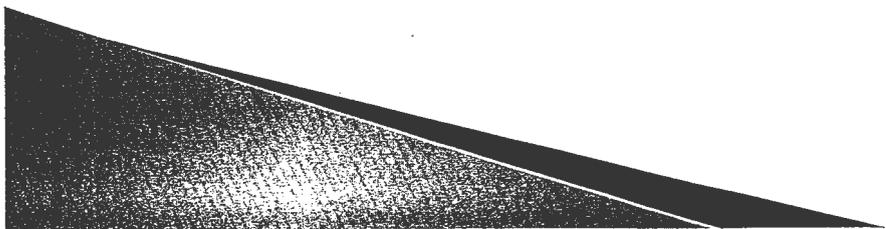
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Elements of the Strategic Leadership Plan (Council's Part)

- Vision Statement
- Strategic Focus Areas
- Five-Year Goals
- Two-Year Performance Objectives

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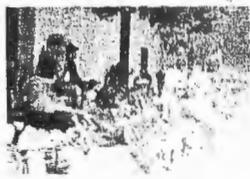
A vibrant and creative community, where the residents embrace diversity, celebrate arts and culture, promote vitality, and treasure the environment

VISION FOR BURIEN

Our Future. Our Choices.



Genuine Burien residents are welcoming, know their neighbors, and work together.
Engaged Burien residents enjoy robust civic and cultural participation.
Stable Burien strives for stability by encouraging provision of basic services for all of its residents.



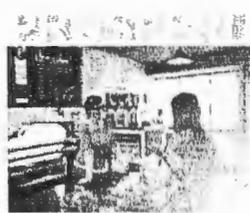
Inclusive Burien embraces diversity and welcomes all residents.
Multicultural Burien celebrates the many cultures and backgrounds of its residents.
Multi-centered Burien cultivates a thriving array of business and community centers.



Natural Burien conserves its natural environment and public waterfronts.



Green Burien treasures parks and open spaces, and welcomes opportunities for more.



Livable Burien makes sustainable land, energy, water, and transportation choices.
Local Burien values local services and supports local businesses.
Expansive Burien encourages businesses in order to expand its economic base.
Creative Burien promotes and supports its rich palette of arts, culture, and heritage.



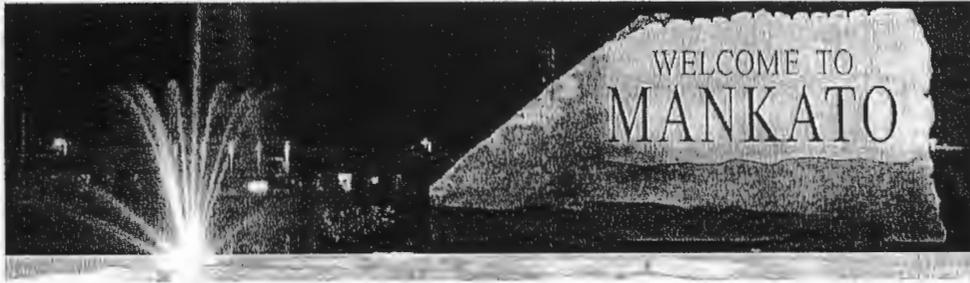
Teaching Burien believes that quality schools are essential to its long-term success.
Learning Burien actively promotes early childhood education and life-long learning.
Nurturing Burien supports its youth with programs to augment its schools.



Healthy Burien promotes community vitality with health and wellness services for all ages.
Active Burien encourages active living to support physical and mental health.
Peaceful Burien ensures public safety through both crime prevention and law enforcement.



Responsive Burien's city government operates in an open & accountable manner.
Effective Burien's city government strives for organizational excellence.
Collaborative Burien fosters partnerships with others in pursuit of common objectives.



Mankato's Vision and Values

Vision

Leading the way as a prosperous diverse regional community.

Values

RESPONSIVE

Prompt to respond and serve

EFFICIENT

Highest performance at greatest economy

GREATER GOOD

Serve for the good of the community and region

INNOVATIVE

Embracing new ideas and methods to improve service delivery

OPEN

Spirit of accessibility in policy making and operation

NEIGHBORLY

Concern and compassion for others



The City of Mankato is a regionally focused municipal organization responsible for delivering essential public services to its citizens and visitors.

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RESIDENTS AND NEIGHBORHOODS

BUSINESS DEVELOPMENT

RECREATION AND CULTURE

PUBLIC SAFETY

MAY WE SUGGEST

City of Rochester Vision Statement

Rochester will be the best mid-sized city in the U.S. in which to live, raise a family, visit and grow a business. Our city will be renowned for its safe neighborhoods, vibrant economy, educational excellence and customer service.

Values and Guiding Principles

Our motivated employees take personal responsibility for serving our customers – residents, taxpayers, visitors, and investors. We are guided by the following principles:

PERSONAL INTEGRITY

We conduct our professional duties with the utmost standards of ethics, transparency, professionalism, and respect for our customers. Every action/decision is justifiable to our citizens. We always conduct ourselves "as if the world were watching."

ACCOUNTABILITY

We set aggressive goals for customer satisfaction and continuously measure and report publicly on our progress in promptly meeting or exceeding expectations.

CUSTOMER FOCUS

We deliver the highest quality, cost-efficient and most responsive services possible to our customers. We judge our success on one basis: The extent to which we are the location of choice in our region to live, visit, and conduct business.

COLLABORATION

We embrace our diverse internal teams and promote external partnerships with governmental, educational, business, nonprofit, neighborhood and faith-based community partners to the benefit of our customers.

"CAN DO" ATTITUDE

We approach every work day with a sense of urgency and a desire to find innovative solutions to our City's challenges. Our motto is, "Oh yes, we can!"

Home

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WACONIA CITY COUNCIL
MEETING AGENDA



MONDAY, OCTOBER 20, 2014
6:00 P.M.

VISION STATEMENT

Waconia is a free-standing growth center that is friendly, self-reliant and well managed.

MISSION STATEMENT

We are committed to providing an ideal mix of housing, commerce, health care, recreation, downtown vitality, natural resources, transportation planning, Inter-generational charm and life-long learning.

- MAYOR: JIM NASH
- COUNCILMEMBER, WARD I: LYNN AYERS
- COUNCILMEMBER, WARD I: MARC CARRIER
- COUNCILMEMBER, WARD II: CHARLES ERICKSON
- COUNCILMEMBER, WARD II: KENT BLOUDEK

NOTE: AGENDA TIMES ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION.
TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE BE PRESENT AT 6:00 P.M.

PAGE NO.

- 6:00 P.M. 1. CALL MEETING TO ORDER AND ROLL CALL
2. PLEDGE OF ALLIGIANCE
3. ADOPT AGENDA
4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE
- 1) Kevin Julie - SRF Consulting will provide update on proposed 2015 CSAH 10 construction project.
5. ADOPT CONSENT AGENDA
- The items listed on the Consent Agenda are considered routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff, or Citizen so requests; in which case, the item will be removed from the Consent Agenda and considered at the end of the Regular Agenda.
- 1) Approve October 6, 2014 City Council Meeting Minutes..... 1-3
 - 2) Authorize Payment of October 20, 2014 Expenditures 4-8
 - 3) Adopt a Motion Approving Pay Estimate #5 & 6, 2014 Infrastructure Improvement 9-21
 - 4) Adopt Resolution No. 2014-219, Accepting Cash Donation Westview Acres..... 22-23
 - 5) Adopt Resolutioin No. 2014-220, Amending 2014 Pay Scale..... 24-25
 - 6) Adopt Resolution No. 2014-221, Approving Appointment of Maintenance Worker..... 26-27
 - 7) Adopt Resolution No. 2014-229, Approving Updated Job Description and Begin Recruiting Process..... 28-33
 - 8) Adopt Resolution No. 2014-218, Authorizing BARR Engineering Services..... 34-38



North Branch mayor, council member face censure over rogue testimony

Blog Post by: Jennifer Brooks

April 14, 2015 - 1:42 PM

The newly-elected mayor of North Branch, Minn., and a four-term city council member could be censured and stripped of their committee assignments by fellow council members, irate over testimony the two gave before the Minnesota Senate last month.

Mayor Kirsten Hagen-Kennedy and Council Member Kathleen Blomquist face censure at Tuesday evening's city council meeting after they testified in an official capacity against legislation the majority of the council supports.

It all started with a number. Last year, four of the five council members voted in favor of expanding the city's Water and Light Commission from three members to five. Hagen-Kennedy and Blomquist -- the lone vote against the expansion last year -- argue that a five-member board would bog down the public utility commission's decision making.

When State Sen. Sean Nienow, R-Cambridge, introduced legislation that would allow the city to expand the commission, the two opponents asked the council to reverse its support for the plan. When that motion failed 3-2, they headed to St. Paul to testify against the legislation themselves.

Every Minnesotan has the right to testify before the Legislature. The censure resolution, brought by Council Member Joyce Borchardt, blasts Hagen-Kennedy and Blomquist for testifying as the mayor of North Branch and a four-term city council member, rather than as private citizens.

According to Borchardt's resolution, the city attorney had instructed the council that members were free to weigh in on the Senate bill, "but must qualify it by saying that this is their individual position and not the position of the city of North Branch."

At a March 16 meeting of the Minnesota Senate State and Local Government Committee, Hagen-Kennedy opened her testimony with this statement: "I am before you today as the mayor of the city of North Branch, along with council member Kathy Blomquist."

Blomquist, who served on the city's Water and Light Commission from 2002 to 2008, told committee members that a bigger board would mean longer wait times for utility projects.

"My biggest concern is that more people on the commission will cause delays in needed expenditures," she testified. "Unless we can appoint people who have an extensive background in utilities, I believe decisions will take too long and could impact the electrical and water service to the people in our city."

Nienow noted that the two officials "are not here speaking on behalf of the city, just to clarify." But the majority of the committee, unwilling to wade into a divisive local political issue, voted down the bill.

If the censure motion passes Borchardt's resolution calls for a second vote that would remove Hagen-Kennedy and Blomquist from all their commission and committee appointments as well, "due to [their] demonstration of failure to represent the Council as a whole and the Council's positions on matters concerning the city."

Censure motions carry no legal weight, but are a way to show public disapproval of an elected official's behavior. Last year, the Maple Plain city council voted unanimously to censure their mayor and remove him from most of his public duties, citing his "extreme anger" and complaints from a female city employee that he was creating an "unsafe and unfriendly" atmosphere in the workplace.

The censure motion is a first in North Branch, a community of 10,000 in Chisago County. Hagen-Kennedy, Blomquist and Borchardt have not yet responded to calls for comment.



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Northfield City Council comes to a vote on the LDC

By Chris Houck chouck@northfieldnews.com | Posted: Tuesday, April 14, 2015 9:52 pm

The Northfield City Council was able to come to a vote on the land development code (LDC) Tuesday night, after about a month of vehement debate on the subject.

The LDC has been a point of contention lately with the March 17 meeting leading to a bit of controversy when Councilor Rhonda Pownell brought forward a list of six amendments she proposed to be added to the new version of the LDC. These included the much-discussed topic of requiring structures in the C-1 (downtown) district to be two-stories in height, as well as requiring specific window space for ground floor facades.

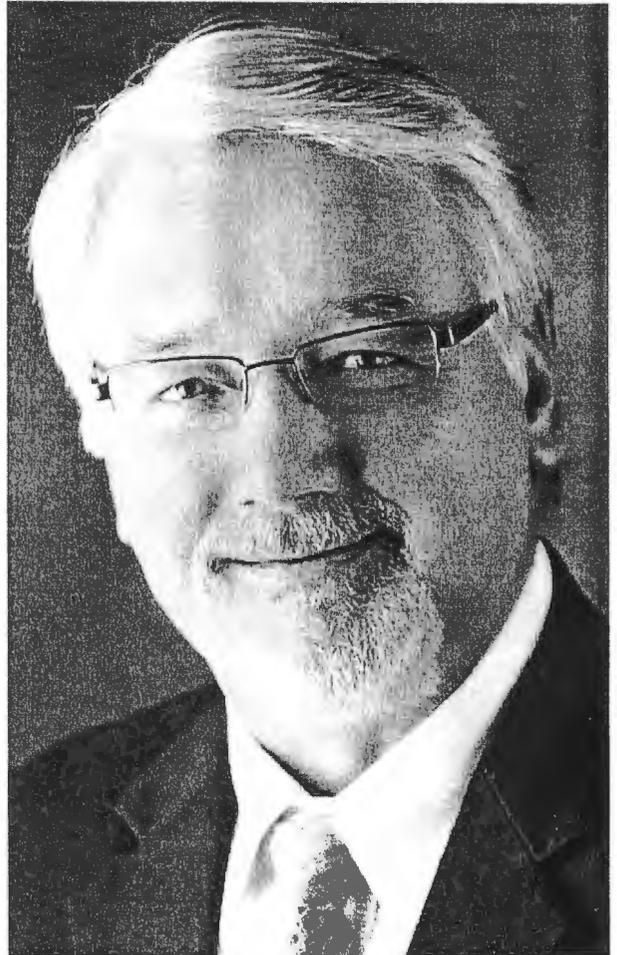
The LDC before the council included the amendments requiring the C-1 district to require two-story structures, have five-foot high windows on the ground floor spanning 50 percent of a building's length, as well as requiring the Heritage Preservation Commission to be asked to provide input on projects.

The C-2 (highway) district requirements to be voted on also included windows being three- to eight-feet in height and cover 40 percent of the horizontal length of façades for buildings 25,000 square feet or more and 50 percent for structures 25,000 or less.

City Administrator Nick Haggemiller proposed an alternative structure to normal procedures for Tuesday's meeting, hoping to remedy the raucous discussions from the previous two, which saw Councilor Suzie Nakasian be called out of order, leading her to stand up on the dais, saying she was proud to be out of order in a disorderly process.

The structure effectively suspended the Robert's Rules of Order, normally utilized to facilitate the meetings, until a vote on the code was motioned, as well as give dissenters to a vote time to explain their stance.

As a result, in accordance with Haggemiller's structure, Chris Heineman, community planning and



Dana Graham

Graham

development director, was writing down the expectations and a rule of decorum from each of the councilors onto a large piece of paper displayed on the dais through the meeting, with statements usually included being respectful of one another and coming to a vote on the code.

Council members were then asked to voice their concerns on the matter with strict time limits.

“The last two meetings haven’t been a lot of fun up here,” said Mayor Dana Graham. “There is no doubt what the votes are going to be. Votes that (say they) are protecting downtown are actually going to hurt it. If things stay stagnant, people aren’t going to come here or move here and makes it hard for businesses to grow. It will be something to regret in future.”

Time was then given to public comments, with Victor Summa and Don McGee voicing their disappointment in the process with the document; former councilor Noah Cashman saying the theory of two-story structures bringing in higher tax revenue is baseless; Northfield Chamber of Commerce and Tourism President Todd Bornhauser voicing his concern that the damage has already been done for the city’s appeal to business developers and Philip Spensley, with the Arts and Culture Commission saying that Northfield will see a benefit with two-story structures, as seniors are looking to live in downtown areas.

Heineman then detailed some possibilities of incentivizing two-story structures, citing the possibility of utilizing rebates, tax credits, interest free loans and grants, which were met with general approval from the council.

After possibilities were dissected, discussions fell again on voting on the code.

“The public should know their elected representatives are deeply involved in this,” said Nakasian. “I’m proud of everybody, to that degree, with that. I’m pleased with outcome and hope we will continue to tweak and edit (the LDC) and make it workable.”

“There has been talk that there hasn’t been compromise, in my particular view that there has,” said Pownell. “There’s been a lot of unfortunate accusations here and some behind the scenes. I want to focus on subject matter and explain the reasons why the amendments were there and not to manipulate process.”

Councilor David Ludescher, however, didn’t see things the same way.

“What you’re compromising is the hard work of the planning commission,” he said. “I want to reiterate that we’re not experts and should not be tinkering with 360 pages of code we know very little about. Staff and the planning commission studied the issue, we haven’t. We need to solve this problem of having (Haggenmiller) having to babysit us. Before the second reading, lets figure out how to get around this problem.”

The first reading of the LDC was then approved by a 4-3 vote with Councilors David Delong, Ludescher and Graham dissenting.

Todd Prafke

From: Williams, Michael <michael.williams@ci.stcloud.mn.us>
Sent: Wednesday, January 28, 2015 8:30 AM
To: MN C&C Mgr Assoc
Subject: [mcma] Security for Public Meetings

Hello:

Oddly, on Monday night I had a police officer at our meeting because we knew a volatile individual would be present to protest a special assessment charge. I was a bit uncomfortable as I sat with my back to the subject of our concerns. As the officer was guard fully watching our Council Meeting, he learned of the shooting in New Hope.

I suggest to our MCMA or LMC leadership that we convene some kind of Ad Hoc Committee to make suggestions for securing our public officials during public meetings. I know there are security measures that we can all take, but these become intrusive and costly and therefore controversial. Elected officials and appointed officials need the support of our associations to make good proposals and decisions. In addition, I think there could be a role for the State Government for new laws or grant dollars to help protect our public officials.

County governments are ahead of city governments in protecting public officials due to the more volatile nature of people forced into the court system. We can learn from that knowledge and experiences.

I know that we, in St. Cloud, will be discussing this issue in the near future. I don't think we will conclude that no action is necessary. I think my Council is unwilling to accept the risk presented by inaction. Perhaps many of you are doing more and have done more than I am aware. If that is the case, then I would like to learn from you.

Thanks. And, thanks for your public service!

Michael Williams, PhD
City Administrator
St. Cloud, MN

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