CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING
City Council Goal Session, Monday, October 29, 2018
Governors' Room, Community Center – 3:00 p.m.

I. WELCOME
II. BREAK CALLER
III. GOALS AND RULES FOR THE DAY
IV. A NEW GAME.....NO REALLY...A NEW GAME
V. ITEMS OF VITAL IMPORTANCE
VI. GOAL SESSION REPORT FROM AUGUST 2018

VII. DEEP DIVE DISCUSSIONS
A. How Is Your Community Changing?
B. Levee Park Sculpture Garden
C. Annexation Leap Frog
D. Cooperative Efforts
E. Electric Cars/Impact on City, Electric Utility
F. Food Waste
G. Environmental Services Budget (2 year)
H. Big 5 Update
I. Pavilion Update
J. Election Impact On Council
K. Board/Commission Assignments and Participation

VIII. QUICK HIT DISCUSSIONS
A. Sidewalk Plan
B. Solar Program Review
C. River Connection Map
D. HPC/Community Development
E. Census Complete Count Committee
F. Water and Sewer Line Insurance
G. SMMPA Generation Contract
H. Hallett's Pond Swimming Plan
I. Minnesota River Valley Transit Fare Update
J. Weed Ordinance
K. Hospital Update
L. Department Director Hire Process
M. Organizational Health
N. Others
O. Takeaways and Priorities

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke
I. WELCOME

II. BREAK CALLER

Need one of these so that ....well you know. So I don't just keep going. 😊

III. GOALS AND RULES FOR THE DAY

Typically the Council will take a few moments to review the brainstorming rules. We might also delve into "Hurling Day" https://www.youtube.com/watch?v=C0yxxELdaUY and its inner deeper secret meaning 😊 and generally visit about how your time will be spent together.

IV. A NEW GAME ...NO REALLY.....A NEW GAME

A newish game that doesn't ask you any questions. How cool is that!

V. ITEMS OF VITAL IMPORTANCE

A review of what this list is for and what it does and maybe even a review of the contents to see if it still works for you all.

VI. GOAL SESSION REPORT OF AUGUST, 2018

We will take a few minutes to review the discussion at the August, 2018 goal session.

VII. DEEP DIVE DISCUSSIONS

A. HOW IS YOUR COMMUNITY CHANGING?
   1. Do we need to respond to those changes?
   2. What changes need to be responded to?
   3. How or in what way?
   4. The big question is what do we need to do/have to create a place where people what to be? (Is the answer supported by data?)

B. LEVEE PARK SCULPTURE GARDEN

An introduction of an idea stimulated by the Arts Center and others in the Levee Park area and making sure you are okay with some of the details to be worked out with Parks Board.

C. ANNEXATION LEAP FROG

A discussion of a potential change in our policy related to when annexation occurs and a review of some of the pros and cons.
D. COOPERATIVE EFFORTS

A review of the White Sheets where I hope you focus on who, what and how to enhance our relationships that benefit the community either through realizing cost efficiencies or enhancement to services.

E. ELECTRIC CARS IMPACT ON CITY/ELECTRIC UTILITY

A really forward thinking topic and an update on some of the things we have working now.

F. FOOD WASTE

A revisit of this issue and, frankly, I am trying to lobby you to give it more of a test drive. I have some better data about cost this time which I think may help too.

G. ENVIRONMENTAL SERVICES 2-YEAR BUDGET

A look at this budget. You have discussed it briefly and in relation to Emerald Ash Bore, but I want to make sure you have the full picture and move this forward.

H. BIG FIVE UPDATE

I know this says "update" but maybe more of a recap. Making sure direction is correct and that process is understood not to mention a review of the priorities and funding sources.

I. PAVILION UPDATE

You have already authorized bids in two phases for which advertisements for the first phase are starting now, but we have to get settled on the colors and materials too. You wanted to see this again when your consultants were a bit further along so I hope this can be seen as an opportunity to get those aesthetic issues determined so we can keep moving on the finalization of the plans and keep it rolling.

J. ELECTION IMPACT ON COUNCIL

A review of the timeline for process as time will be short after the election and I know you have goals related to filling seats and best practices.

K. BOARD/COMMISSION ASSIGNMENTS AND PARTICIPATION

This is our regular yearly review about boards and commissions. I know the election could throw some of this off a bit for Council but I think the big picture questions still remain. Are they doing what they are supposed to?
Do we need them all? Do they feel like they have a mission? Are processes working well? Can we still get members?

VIII. QUICK HIT DISCUSSIONS

A. SIDEWALK PLAN

A review of the plan with updated numbers. You wanted to see this again as a refresher so that you could ensure the priorities still match your goals. Remember Safe Routes to Schools and a couple of other things are factored in, but we could take those considerations out too. My plan is to visit the updated data and let you tell us where you want to go.

B. SOLAR PROGRAM REVIEW

A review of where we are at. This was promised when the plan started and my hope is to share some data, who we are talking with, explore options and look ahead.

C. RIVER CONNECTION MAP

A discussion was held last time and you wanted a bit more discussion this time. I know you are sensitive to the want for additional “connection” to the river and how other issues may impact that Minnesota Design Team vision.

D. HPC/COMMUNITY DEVELOPMENT

A follow up discussion to this organizational issue.

E. CENSUS COMPLETE COUNT COMMITTEE

A second discussion on this effort and my hope to develop a process for participation by the Council and Community.

F. WATER AND SEWER LINE INSURANCE

A review of opportunities here and some of the ways we might be able to help your community.

G. SMMPA GENERATION CONTRACT

A review of this contract and its' impact. This is an effort to get you "warmed up" for action in the next year or two.

H. HALLET'TS POND SWIMMING PLAN
As you asked that we provide a bit more research so you could think about this. “To swim or not to swim” is probably the first question. Then it’s how to we respond with signs, enforcement and more.

I. MINNESOTA RIVER VALLEY TRANSIT FARE UPDATE

An update not only on transit fares, but some things going on with MRVT.

J. WEED ORDINANCE

This one we didn’t really get to last time and the question follows the “chicken, bees, wild flower or tomatoes? Oh my!?! Them. These is some thought on this in your packet. This is an issue requested by Council.

K. HOSPITAL UPDATE

A short opportunity to talk about this very important and big project and part of your operations. Also a review of how operations are going too.

L. DEPARTMENT DIRECTOR HIRE PROCESS

So you hired two new ones... you know some of the others will not be here forever. Just a short check in about process, hire of head hunters and some associated issues. It nice to have a solid process in place before you need one on this topic.

M. ORGANIZATIONAL HEALTH

Your regular review of, in my best Brooklyn accent...How yas doin? How wes doin? Are we going to have to go to the mattresses your guys? (all references to The Godfather movies)

N. OTHERS

An opportunity for new things to be added by you. After all it is your meeting!

O. TAKE AWAY AND PRIORITIES

An effort to make sure we leave with the same ideas about priorities for work to be completed and so I can write the report for your Council meeting and make sure we are going in the direction you have collectively set.

IX. ADJOURN

Office of the City Administrator
Todd Prafke
TO: Honorable Mayor Zieman
Members of the City Council

FROM: Todd Prafke
City Administrator

RE: Goal Session Report and Takeaways

ACTION/RECOMMENDATION

None needed. For your information and review.

BACKGROUND

The goal of this memo is to provide a basic outline of the principal discussion points and priorities as the Council provided direction as a part of its' Goal Session on August 6, 2018.

In writing this memo it is not my objective to provide a complete or full review of the discussion held by the Council, but rather it is to list, with some explanatory information, the priorities for efforts and big thoughts of the meeting. The listing is done based on topics within the body of the meeting. These are not in prioritized order.

Minnesota Square Park Update - Council received an update on some of the work of the Best Value Committee. The majority of the time was spent on discussing the possible financing methods that can be used and a timeline for project activities. The Best Value Committee will be meeting over the next few weeks and plan on making a recommendation to the Council in September as they work to find better value for the project with the design team.

Pavilion Project Update - Discussed in conjunction with the issue above.

Big Five Plan - A review of the financing for the five projects that the Council has prioritized in relation to funding and timelines. Those projects are:

- Pavilion: Combination of current funding from Community Center and levy
- Fire Hall: Combination of sales tax and levy
- City Hall: Combination of sales tax and levy
- Park enhancements: Combination of sales tax and levy
- Indoor recreational facilities: Combination of sales tax and levy

Staff was directed to start looking at the process for a sales tax referendum in the 2019 year and what steps are needed to have that on the ballot. The discussion was that the first two priorities on the list need to continue to move based on the timelines previously established and the remaining three will be further discussed as funding becomes available.
Highway 169/Highway 22 South Update - Discussion on problems and possible enhancement and funding for the south end of town. Partnerships with MnDOT and others were discussed as well as opportunities for funding.

Hallett's Pond Plan - A review of the plan and timeline for trail and pier/dock. It is anticipated that the bituminous trail will be put in place yet this year and the dock ordered but placement of the dock may wait until spring of 2019. In addition the Council discussed swimming in the pond. City Administrator Praetke was asked to do some more research related to liability issues and bring that back to a future goal session. While the Council realized that while swimming is likely to occur and that expending much time and energy to discourage it is likely unproductive, it does not mean its safe.

Community Promotion - Discussed a new idea about the capacity enhancement for facilities of all types the Community has seen over the past two years and in the next year and how we might work in an enhanced way towards helping provide better use of that new capacity.

Election – Impact on Council - A discussion on the impact and possible turnover over of current elected officials and the rules and impact to fill any vacated seats. The Council decided to discuss this further in the future.

Housing Rehab Program Change - A presentation was made and Council was asked to "switch gears" a bit related to the proposed housing rehab program and help in a Community Development Block Grant that could be used for housing rehab. The State has more money in their program and with the data we have already acquired, we may be in good shape to leverage more funding for local rehab programing in specific areas of the community identified by the survey work. Additional data gathering is needed and can be done by Minnesota valley Action Council.

Hospital Update - An update on completion of the interim financing was discussed as well as what steps are next and the processes used for Change Orders and Alternate Bid acceptance.

Census 2020 Complete Count Committee - A review of the efforts to help ensure a full count and the creation of a Complete County Committee.


Fire Station Update - An update on work being done and possible locations of the Fire Hall. Staff was given direction which included bringing back approval for the next phases of previously contracted work from the Architect.

Recreational Fires Update - A discussion on the need for neighbors to be more aware of the needs of people in their area related to smoke, proper burn materials and what enforcement could be reasonably undertaken. The Council asked that staff work to provide greater community awareness to this issue. Staff was asked to review if other Cities have an end time for recreation fires and report back to the Council at a future meeting.

Organizational Health - A review of the organizational activities of the Council, Staff and our internal organization.
Emerald Ash Borer (EAB) - A review of the some of the Tree Board (Parks and Recreation Board) work on a plan for EAB and the impacts both aesthetically and financially for the City. Possible rules or Ordinance changes were discussed as was the need for awareness. The Council discussed additional investment now to help ensure that tree planting can be started before we need to remove Ash trees.

River Connection Comp Plan - Discussion on the off again/on again thoughts of the possible expanded utilization of the river and connection to the river. Staff was directed to review the Minnesota Design Team work and use some of our mapping technology to look at an area or two that could be cost effectively enhanced to make viewing of the river possible.

Community Center Leases/SPC3 Deal - This item was not discussed.

Committee/Liaison Minutes - This item was discussed and staff was directed to put on the agenda when we discuss more as the Council usually discussed committee assignments towards the end of the year. Generally Staff heard that members don't believe that the City is responsible for minutes of groups that are not a City Committee and that additional time should be set aside for Council to share what is going on with those groups. It is important to distinguish between Committees that the Council has established and the group of committees that the Council is asked to participate in.

AMI Update - A progress update was provided.

Commission Term Limits - The Council discussed the pros and cons of the current rules and the impact that this has on ability to serve and ability to get new volunteers to serve. While from time to time the Council has received requests for extension of advisory board/commission member terms, and while many have been for excellent reasons, it is believed that a change in the rules for individual Boards/Commissions or persons is not good policy and individual requests could not be honored but that ongoing discussion about balancing interim length knowledge and need to provide "new blood" should be discussed in the future.

Food Waste Composting - The Council heard an update on a food waste compost drop site. They directed staff to work toward better education of what property owners can do under the current rules in their own back yard composters and see where that leads. Members of the community are already taking that approach and it was suggested that a class or two for residents may be a great way to start that educational process.

Others - The Council discussed a few other items some of which had information in the packet. They reviewed hire processes and seem a bit more sold on the process currently in place. They discussed partnerships, a short update on MRVT and organizational structures, electric vehicle charging stations, as a well as a short review of the tax and demographic information that was provided in the packet.

Wrap Up - The Council discussed location, next meeting date, food and outside facilitations not being needed.

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

TP/bal
## QuickFacts
St. Peter City, Minnesota

QuickFacts provides statistics for all states and counties, and for cities and towns with a population of 5,000 or more.

### Table

<table>
<thead>
<tr>
<th>ALL TOPICS</th>
<th>St. Peter City, Minnesota</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population estimates, July 1, 2017, (V2017)</td>
<td>11,906</td>
</tr>
<tr>
<td><strong>PEOPLE</strong></td>
<td></td>
</tr>
<tr>
<td>Population</td>
<td></td>
</tr>
<tr>
<td>Population estimates, July 1, 2017, (V2017)</td>
<td>11,906</td>
</tr>
<tr>
<td>Population, percent change - April 1, 2010 (estimates base) to July 1, 2017, (V2017)</td>
<td>6.4%</td>
</tr>
<tr>
<td>Population, Census, April 1, 2010</td>
<td>11,196</td>
</tr>
<tr>
<td><strong>Age and Sex</strong></td>
<td></td>
</tr>
<tr>
<td>Persons under 5 years, percent</td>
<td>▲ 4.5%</td>
</tr>
<tr>
<td>Persons under 18 years, percent</td>
<td>▲ 18.6%</td>
</tr>
<tr>
<td>Persons 65 years and over, percent</td>
<td>▲ 12.8%</td>
</tr>
<tr>
<td>Female persons, percent</td>
<td>▲ 50.3%</td>
</tr>
<tr>
<td><strong>Race and Hispanic Origin</strong></td>
<td></td>
</tr>
<tr>
<td>White alone, percent (a)</td>
<td>▲ 90.7%</td>
</tr>
<tr>
<td>Black or African American alone, percent (a)</td>
<td>▲ 2.2%</td>
</tr>
<tr>
<td>American Indian and Alaska Native alone, percent (a)</td>
<td>▲ 0.5%</td>
</tr>
<tr>
<td>Asian alone, percent (a)</td>
<td>▲ 3.3%</td>
</tr>
<tr>
<td>Native Hawaiian and Other Pacific Islander alone, percent (k)</td>
<td>▲ 0.0%</td>
</tr>
<tr>
<td>Two or More Races, percent</td>
<td>▲ 2.4%</td>
</tr>
<tr>
<td>Hispanic or Latino, percent</td>
<td>▲ 6.7%</td>
</tr>
<tr>
<td>White alone, not Hispanic or Latino, percent</td>
<td>▲ 85.1%</td>
</tr>
<tr>
<td><strong>Population Characteristics</strong></td>
<td></td>
</tr>
<tr>
<td>Veterans, 2012-2016</td>
<td>631</td>
</tr>
<tr>
<td>Foreign born persons, percent, 2012-2016</td>
<td>6.2%</td>
</tr>
<tr>
<td><strong>Housing</strong></td>
<td></td>
</tr>
<tr>
<td>Housing units, July 1, 2017, (V2017)</td>
<td>X</td>
</tr>
<tr>
<td>Owner-occupied housing unit rate, 2012-2016</td>
<td>61.3%</td>
</tr>
<tr>
<td>Median value of owner-occupied housing units, 2012-2016</td>
<td>$164,800</td>
</tr>
<tr>
<td>Median selected monthly owner costs - with a mortgage, 2012-2016</td>
<td>$1,284</td>
</tr>
<tr>
<td>Median selected monthly owner costs - without a mortgage, 2012-2016</td>
<td>$461</td>
</tr>
<tr>
<td>Median gross rent, 2012-2016</td>
<td>$850</td>
</tr>
<tr>
<td>Building permits, 2017</td>
<td>X</td>
</tr>
<tr>
<td><strong>Families &amp; Living Arrangements</strong></td>
<td></td>
</tr>
<tr>
<td>Households, 2012-2016</td>
<td>3,048</td>
</tr>
<tr>
<td>Persons per household, 2012-2016</td>
<td>2.38</td>
</tr>
<tr>
<td>Living in same house 1 year ago, percent of persons age 1 year+, 2012-2016</td>
<td>73.7%</td>
</tr>
<tr>
<td>Language other than English spoken at home, percent of persons age 5 years+, 2012-2016</td>
<td>8.7%</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td></td>
</tr>
<tr>
<td>High school graduate or higher, percent of persons age 25 years+, 2012-2016</td>
<td>89.0%</td>
</tr>
<tr>
<td>Bachelor's degree or higher, percent of persons age 25 years+, 2012-2016</td>
<td>32.6%</td>
</tr>
<tr>
<td><strong>Health</strong></td>
<td></td>
</tr>
<tr>
<td>With a disability, under age 65 years, percent</td>
<td>9.8%</td>
</tr>
<tr>
<td>Persons without health insurance, under age 65 years, percent</td>
<td>▲ 3.9%</td>
</tr>
</tbody>
</table>
### Economy

<table>
<thead>
<tr>
<th>Category</th>
<th>2012-2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>In civilian labor force, total, percent of population age 16 years+</td>
<td>64.8%</td>
</tr>
<tr>
<td>In civilian labor force, female, percent of population age 16 years+</td>
<td>66.2%</td>
</tr>
<tr>
<td>Total accommodation and food services sales, 2012 ($1,000)</td>
<td>14,418</td>
</tr>
<tr>
<td>Total health care and social assistance receipts/revenue, 2012 ($1,000)</td>
<td>120,032</td>
</tr>
<tr>
<td>Total manufacturers shipments, 2012 ($1,000)</td>
<td>D</td>
</tr>
<tr>
<td>Total merchant wholesaler sales, 2012 ($1,000)</td>
<td>D</td>
</tr>
<tr>
<td>Total retail sales, 2012 ($1,000)</td>
<td>100,698</td>
</tr>
<tr>
<td>Total retail sales per capita, 2012</td>
<td>58,811</td>
</tr>
</tbody>
</table>

### Transportation

<table>
<thead>
<tr>
<th>Category</th>
<th>2012-2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mean travel time to work (minutes), workers age 16 years+</td>
<td>17.2</td>
</tr>
</tbody>
</table>

### Income & Poverty

<table>
<thead>
<tr>
<th>Category</th>
<th>2012-2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Median household income (in 2016 dollars), 2012-2016</td>
<td>354,071</td>
</tr>
<tr>
<td>Per capita income in past 12 months (in 2016 dollars), 2012-2016</td>
<td>220,732</td>
</tr>
<tr>
<td>Persons in poverty, percent</td>
<td>22.4%</td>
</tr>
</tbody>
</table>

### Businesses

<table>
<thead>
<tr>
<th>Category</th>
<th>2012-2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total employer establishments, 2016</td>
<td>X</td>
</tr>
<tr>
<td>Total employment, 2016</td>
<td>X</td>
</tr>
<tr>
<td>Total annual payroll, 2016 ($1,000)</td>
<td>X</td>
</tr>
<tr>
<td>Total employment, percent change, 2015-2016</td>
<td>X</td>
</tr>
<tr>
<td>Total nonemployer establishments, 2016</td>
<td>X</td>
</tr>
<tr>
<td>All firms, 2012</td>
<td>623</td>
</tr>
<tr>
<td>Men-owned firms, 2012</td>
<td>281</td>
</tr>
<tr>
<td>Women-owned firms, 2012</td>
<td>269</td>
</tr>
<tr>
<td>Minority-owned firms, 2012</td>
<td>75</td>
</tr>
<tr>
<td>Nonminority-owned firms, 2012</td>
<td>503</td>
</tr>
<tr>
<td>Veteran-owned firms, 2012</td>
<td>F</td>
</tr>
<tr>
<td>Nonveteran-owned firms, 2012</td>
<td>559</td>
</tr>
</tbody>
</table>

### Geography

<table>
<thead>
<tr>
<th>Category</th>
<th>2012-2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population per square mile, 2010</td>
<td>2,002.9</td>
</tr>
<tr>
<td>Land area in square miles, 2010</td>
<td>5.59</td>
</tr>
<tr>
<td>FIPS Code</td>
<td>2758036</td>
</tr>
</tbody>
</table>
About datasets used in this table

Value Notes

- Estimates are not comparable to other geographic levels due to methodology differences that may exist between different data sources.
- Some estimates presented here come from sample data, and thus have sampling errors that may render some apparent differences between geographies statistically indistinguishable. Click the Q left of each row in TABLE view to learn about sampling error.
- The vintage year (e.g., V2017) refers to the final year of the series (2010 thru 2017). Different vintage years of estimates are not comparable.

Fact Notes

(a) Includes persons reporting only one race
(b) Hispanics may be of any race, so also are included in applicable race categories
(c) Economic Census - Puerto Rico data are not comparable to U.S. Economic Census data

Value Flags

D Suppressed to avoid disclosure of confidential information
F Fewer than 25 firms
FN Footnote on this item in place of data
NA Not available
S Suppressed; does not meet publication standards
X Not applicable
Z Value greater than zero but less than half unit of measure shown

<table>
<thead>
<tr>
<th>Region</th>
<th>White alone, not</th>
<th>Black alone, not</th>
<th>Asian and Hispanic or American Indian or Alaska Two or More Races, Hispanic or Latino, all races</th>
<th>Minority Total</th>
<th>Total population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Region 1:</td>
<td>450</td>
<td>460</td>
<td>850</td>
<td>720</td>
<td>610</td>
</tr>
<tr>
<td>Region 2:</td>
<td>9,960</td>
<td>640</td>
<td>730</td>
<td>2,440</td>
<td>1,550</td>
</tr>
<tr>
<td>Region 3:</td>
<td>8,810</td>
<td>430</td>
<td>480</td>
<td>2,280</td>
<td>900</td>
</tr>
<tr>
<td>Region 4:</td>
<td>9,150</td>
<td>710</td>
<td>260</td>
<td>160</td>
<td>450</td>
</tr>
<tr>
<td>Region 5:</td>
<td>10,940</td>
<td>3,160</td>
<td>1,630</td>
<td>280</td>
<td>13,800</td>
</tr>
<tr>
<td>Region 6:</td>
<td>3,180</td>
<td>1,820</td>
<td>1,140</td>
<td>-410</td>
<td>1,770</td>
</tr>
<tr>
<td>Region 7:</td>
<td>14,120</td>
<td>1,330</td>
<td>490</td>
<td>700</td>
<td>1,420</td>
</tr>
<tr>
<td>Region 8:</td>
<td>28,010</td>
<td>2,170</td>
<td>590</td>
<td>390</td>
<td>2,110</td>
</tr>
<tr>
<td>Region 9:</td>
<td>30,070</td>
<td>1,310</td>
<td>690</td>
<td>350</td>
<td>1,390</td>
</tr>
<tr>
<td>Region 10:</td>
<td>-17,690</td>
<td>1,500</td>
<td>2,450</td>
<td>320</td>
<td>520</td>
</tr>
<tr>
<td>Region 11:</td>
<td>-210</td>
<td>4,850</td>
<td>2,280</td>
<td>430</td>
<td>1,260</td>
</tr>
<tr>
<td>Region 12:</td>
<td>42,560</td>
<td>19,120</td>
<td>12,530</td>
<td>550</td>
<td>4,110</td>
</tr>
<tr>
<td>Region 13:</td>
<td>21,060</td>
<td>11,700</td>
<td>8,540</td>
<td>30</td>
<td>1,930</td>
</tr>
<tr>
<td>Region 14:</td>
<td>21,500</td>
<td>7,410</td>
<td>4,000</td>
<td>520</td>
<td>2,180</td>
</tr>
<tr>
<td>Region 15:</td>
<td>32,050</td>
<td>21,720</td>
<td>18,000</td>
<td>-10</td>
<td>6,060</td>
</tr>
<tr>
<td>Region 16:</td>
<td>51,030</td>
<td>3,970</td>
<td>5,100</td>
<td>80</td>
<td>1,490</td>
</tr>
<tr>
<td>Region 17:</td>
<td>20,110</td>
<td>23,500</td>
<td>22,710</td>
<td>-30</td>
<td>7,250</td>
</tr>
<tr>
<td>Region 18:</td>
<td>-189,540</td>
<td>81,610</td>
<td>48,270</td>
<td>-2,050</td>
<td>15,510</td>
</tr>
<tr>
<td>Region 19:</td>
<td>-111,230</td>
<td>31,070</td>
<td>25,380</td>
<td>-990</td>
<td>5,970</td>
</tr>
<tr>
<td>Region 20:</td>
<td>111,380</td>
<td>10,320</td>
<td>27,440</td>
<td>780</td>
<td>4,690</td>
</tr>
<tr>
<td>Region 21:</td>
<td>40,990</td>
<td>11,750</td>
<td>18,710</td>
<td>70</td>
<td>4,020</td>
</tr>
<tr>
<td>Region 22:</td>
<td>-45,230</td>
<td>183,940</td>
<td>165,600</td>
<td>-2,160</td>
<td>45,000</td>
</tr>
<tr>
<td>Region 23:</td>
<td>590</td>
<td>750</td>
<td>810</td>
<td>210</td>
<td>500</td>
</tr>
<tr>
<td>Region 24:</td>
<td>-7,770</td>
<td>700</td>
<td>720</td>
<td>380</td>
<td>260</td>
</tr>
<tr>
<td>Region 25:</td>
<td>52,460</td>
<td>2,740</td>
<td>3,130</td>
<td>2,840</td>
<td>2,750</td>
</tr>
<tr>
<td>Region 26:</td>
<td>233,380</td>
<td>14,730</td>
<td>15,740</td>
<td>550</td>
<td>6,480</td>
</tr>
<tr>
<td>Minnesota Total</td>
<td>377,700</td>
<td>236,100</td>
<td>208,100</td>
<td>7,300</td>
<td>69,700</td>
</tr>
</tbody>
</table>
St. Peter, Minnesota

We are giving away $1200 in prizes - enter simply by sending us your own city pictures!
See promotion details and to upload your St. Peter, MN photos (/sendpic.php?w=St.-Peter-Minnesota.html&n=St.%20Peter)

Current weather forecast for St. Peter, MN (/forecast/w-St.-Peter-Minnesota.html)

Population in 2014: 11,570 (100% urban, 0% rural). Population change since 2000: +18.7%

Males: 5,752 (49.7%)  
Females: 5,818 (50.3%)

Median resident age: 27.9 years  
Minnesota median age: 37.9 years

Zip codes: 56082 (/zips/56082.html).

Estimated median household income in 2016: $56,108 (it was $40,344 in 2000)
St. Peter: $56,108  
MN: $65,569

Estimated per capita income in 2016: $21,537 (it was $16,634 in 2000)

St. Peter city income, earnings, and wages data (/income/income-St.-Peter-Minnesota.html)

Estimated median house or condo value in 2016: $182,048 (it was $100,100 in 2000)
St. Peter: $182,048  
MN: $211,800
Mean prices in 2016: All housing units: $203,019; Detached houses: $212,348; Townhouses or other attached units: $201,812; In 2-unit structures: $207,907; In 3-to-4-unit structures: $223,154; In 5-or-more-unit structures: $196,242; Mobile homes: $36,340

Median gross rent in 2016: $887.

Recent home sales, real estate maps, and home value estimator for zip code 56082 (real-estate/ST-PETER-MN-56082.html)
St. Peter, MN residents, houses, and apartments details (housing/houses-St.-Peter-Minnesota.html)

---

Races in St. Peter, MN (2016)

<table>
<thead>
<tr>
<th>Race</th>
<th>%</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>White alone</td>
<td>84.3%</td>
<td>9,873</td>
</tr>
<tr>
<td>Hispanic</td>
<td>6.9%</td>
<td>814</td>
</tr>
<tr>
<td>Asian alone</td>
<td>3.4%</td>
<td>396</td>
</tr>
<tr>
<td>Two or more races</td>
<td>2.4%</td>
<td>286</td>
</tr>
<tr>
<td>Black alone</td>
<td>2.3%</td>
<td>266</td>
</tr>
<tr>
<td>American Indian</td>
<td>0.4%</td>
<td>45</td>
</tr>
</tbody>
</table>
Races in St. Peter detailed stats: ancestries, foreign born residents, place of birth (/races/races-St-Peter-Minnesota.html)

Mar. 2016 cost of living index in St. Peter: 80.2 (low, U.S. average is 100)

City-Data.com (http://www.city-data.com/blog/) Recent articles from our blog. Our writers, many of them Ph.D. graduates or candidates, create easy-to-read articles on a wide variety of topics.


Recent posts about St. Peter, Minnesota on our local forum (forum/minnesota/) with over 2,000,000 registered users. St. Peter is mentioned 221 times on our forum:

- 14 Tornado's in One Day 20 Years Ago Today (http://www.city-data.com/forum/minnesota/2903585-14-tornado-s-one-day-20-years-ago-toay.html#post51526086) (3 replies)

Latest news from St. Peter, MN collected exclusively by city-data.com from local newspapers, TV, and radio stations

- will face Mr. Luan/Goffrey next Tuesday at 6PM in St. Peter. (http://www.keyc.com/clip/14669864/wem-tops-lcwm-in-straight-sets)
- mankato news, mankato weather, mankato sports, WEUM (keyc.com)
Minnesota: 7.8%

Median real estate property taxes paid for housing units with mortgages in 2016: $1,853 (1.0%)
Median real estate property taxes paid for housing units with no mortgage in 2016: $1,865 (1.1%)

Nearest city with pop. 50,000+: Eden Prairie, MN (Eden-Prairie-Minnesota.html) (44.0 miles , pop. 54,901).

Nearest city with pop. 200,000+: Minneapolis, MN (Minneapolis-Minnesota.html) (55.8 miles , pop. 382,618).

Nearest city with pop. 1,000,000+: Chicago, IL (Chicago-Illinois.html) (360.9 miles , pop. 2,896,016).

Nearest cities: Kasota, MN (Kasota-Minnesota.html) (1.6 miles ), Cleveland, MN (Cleveland-Minnesota.html) (2.5 miles ), Le Sueur, MN (Le-Sueur-Minnesota.html) (3.2 miles ), North Mankato, MN (North-Mankato-Minnesota.html) (3.3 miles ), Madison Lake, MN (Madison-Lake-Minnesota.html) (3.4 miles ), Mankato, MN (Mankato-Minnesota.html) (3.4 miles ), Nicolet, MN (Nicolet-Minnesota.html) (3.5 miles ), Eagle Lake, MN (Eagle-Lake-Minnesota.html) (3.5 miles ).

Single-family new house construction building permits:

- 1997: 31 buildings, average cost: $104,500
- 1998: 33 buildings, average cost: $104,500
- 1999: 36 buildings, average cost: $107,700
- 2000: 17 buildings, average cost: $111,000
- 2001: 66 buildings, average cost: $114,400
- 2002: 50 buildings, average cost: $180,800
- 2003: 53 buildings, average cost: $180,800
- 2004: 57 buildings, average cost: $131,000
- 2005: 51 buildings, average cost: $154,800
- 2006: 37 buildings, average cost: $174,600
- 2007: 11 buildings, average cost: $184,100
- 2008: 6 buildings, average cost: $185,500
- 2009: 10 buildings, average cost: $147,100
- 2010: 8 buildings, average cost: $141,900
- 2011: 5 buildings, average cost: $199,800
- 2012: 7 buildings, average cost: $254,200
- 2013: 14 buildings, average cost: $188,700
- 2014: 21 buildings, average cost: $203,900
Latitude: 44.33 N, Longitude: 93.96 W
Daytime population change due to commuting: +1,648 (+14.1%)
Workers who live and work in this city: 3,579 (60.9%)
Area code commonly used in this area: 507

Number of permits per 10,000 residents

Average cost (in $1,000s)
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Murders</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>per 100,000</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>9.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>8.7</td>
<td>8.7</td>
<td>0.0</td>
</tr>
<tr>
<td>Rapes</td>
<td>7</td>
<td>4</td>
<td>5</td>
<td>9</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>5</td>
<td>3</td>
<td>8</td>
</tr>
<tr>
<td>per 100,000</td>
<td>70.4</td>
<td>40.2</td>
<td>48.6</td>
<td>86.3</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>43.5</td>
<td>26.1</td>
<td>68.8</td>
<td></td>
</tr>
<tr>
<td>Robberies</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>per 100,000</td>
<td>20.1</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>9.4</td>
<td>27.7</td>
<td>9.1</td>
<td>18.0</td>
<td>0.0</td>
<td>17.7</td>
<td>26.8</td>
<td>17.4</td>
<td>0.0</td>
<td>8.6</td>
</tr>
<tr>
<td>Assaults</td>
<td>15</td>
<td>11</td>
<td>9</td>
<td>15</td>
<td>12</td>
<td>12</td>
<td>15</td>
<td>13</td>
<td>11</td>
<td>7</td>
<td>7</td>
<td>14</td>
<td>6</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>per 100,000</td>
<td>150.8</td>
<td>110.5</td>
<td>87.8</td>
<td>143.9</td>
<td>113.2</td>
<td>110.9</td>
<td>136.7</td>
<td>117.1</td>
<td>99.4</td>
<td>62.0</td>
<td>62.0</td>
<td>121.7</td>
<td>52.2</td>
<td>85.7</td>
<td></td>
</tr>
<tr>
<td>Burglaries</td>
<td>31</td>
<td>34</td>
<td>22</td>
<td>46</td>
<td>59</td>
<td>41</td>
<td>39</td>
<td>50</td>
<td>28</td>
<td>35</td>
<td>28</td>
<td>36</td>
<td>33</td>
<td>26</td>
<td></td>
</tr>
<tr>
<td>per 100,000</td>
<td>311.7</td>
<td>341.7</td>
<td>214.7</td>
<td>460.5</td>
<td>556.7</td>
<td>378.8</td>
<td>355.5</td>
<td>450.3</td>
<td>253.1</td>
<td>310.2</td>
<td>247.9</td>
<td>312.9</td>
<td>288.9</td>
<td>222.9</td>
<td></td>
</tr>
<tr>
<td>Theft</td>
<td>263</td>
<td>284</td>
<td>240</td>
<td>258</td>
<td>268</td>
<td>298</td>
<td>244</td>
<td>237</td>
<td>215</td>
<td>233</td>
<td>225</td>
<td>191</td>
<td>140</td>
<td>143</td>
<td></td>
</tr>
<tr>
<td>per 100,000</td>
<td>2,644.3</td>
<td>2,854.0</td>
<td>2,342.4</td>
<td>2,456.1</td>
<td>2,528.5</td>
<td>2,734.9</td>
<td>2,224.5</td>
<td>2,134.6</td>
<td>1,943.4</td>
<td>2,065.2</td>
<td>1,992.0</td>
<td>1,660.0</td>
<td>1,217.2</td>
<td>1,225.8</td>
<td></td>
</tr>
<tr>
<td>Auto thefts</td>
<td>12</td>
<td>17</td>
<td>11</td>
<td>17</td>
<td>8</td>
<td>13</td>
<td>10</td>
<td>2</td>
<td>5</td>
<td>12</td>
<td>2</td>
<td>10</td>
<td>6</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>per 100,000</td>
<td>120.7</td>
<td>170.8</td>
<td>107.4</td>
<td>163.1</td>
<td>84.9</td>
<td>120.1</td>
<td>91.2</td>
<td>18.0</td>
<td>45.2</td>
<td>106.4</td>
<td>17.7</td>
<td>86.9</td>
<td>52.2</td>
<td>51.4</td>
<td></td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>7</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>per 100,000</td>
<td>0.0</td>
<td>70.3</td>
<td>9.8</td>
<td>28.8</td>
<td>28.3</td>
<td>37.0</td>
<td>0.0</td>
<td>0.0</td>
<td>27.1</td>
<td>0.0</td>
<td>8.9</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td></td>
</tr>
</tbody>
</table>

City-data.com crime index (higher means more crime, U.S. average = 280.6)

(click on a table row to update graph)
Air pollution and air quality trends
(lower is better)

Air Quality Index (AQI) level in 2001 was 43.3. This is significantly better than average.

City: 43.3
U.S.: 74.7

Nicollet County has a predicted average indoor radon screening level greater than 4 pCi/L (pico curies per liter) - Highest Potential

Percentage of residents living in poverty in 2016: 22.4%
(20.6% for White Non-Hispanic residents, 85.1% for Black residents, 12.5% for Hispanic or Latino residents, 62.7% for American Indian residents, 15.4% for other race residents, 47.0% for two or more races residents)

Detailed information about poverty and poor residents in St. Peter, MN (/poverty/poverty-St.-Peter-Minnesota.html)

Average household size:
This city: 2.4 people
Minnesota: 2.5 people

Percentage of family households:
This city: 61.6%
Whole state: 64.6%

Percentage of households with unmarried partners:
This city: 7.0%
Whole state: 6.9%

Likely homosexual households (counted as self-reported same-sex unmarried-partner households)
- Lesbian couples: 0.4% of all households
- Gay men: 0.1% of all households

People in group quarters in St. Peter in 2010:
- 1,953 people in college/university student housing
- 527 people in residential treatment centers for adults
- 106 people in nursing facilities/skilled-nursing facilities
- 34 people in group homes intended for adults
- 19 people in local jails and other municipal confinement facilities
- 13 people in group homes for juveniles (non-correctional)
<table>
<thead>
<tr>
<th>Religion</th>
<th>Adherents</th>
<th>Congregations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mainline Protestant</td>
<td>6,198</td>
<td>10</td>
</tr>
<tr>
<td>Evangelical Protestant</td>
<td>5,750</td>
<td>13</td>
</tr>
<tr>
<td>Catholic</td>
<td>5,741</td>
<td>5</td>
</tr>
<tr>
<td>Other</td>
<td>10</td>
<td>1</td>
</tr>
<tr>
<td>None</td>
<td>15,028</td>
<td>-</td>
</tr>
</tbody>
</table>


Food Environment Statistics:

Number of grocery stores: 6
Nicollet County: 1.89 / 10,000 pop.
Minnesota: 1.83 / 10,000 pop.

Number of convenience stores (with gas): 11
Nicollet County: 3.46 / 10,000 pop.
State: 3.90 / 10,000 pop.

Number of full-service restaurants: 16
Here: 5.04 / 10,000 pop.
State: 6.98 / 10,000 pop.

Adult diabetes rate:
This county: 6.4%
Minnesota: 6.5%

Adult obesity rate:
Nicollet County: 28.3%
Minnesota: 25.9%

Low-income preschool obesity rate:
This county: 11.9%
State: 13.0%

Health and Nutrition:

Healthy diet rate:
This city: 48.1%
Minnesota: 49.3%

Average overall health of teeth and gums:
Here: 46.5%
Minnesota: 46.1%
Average BMI:
St. Peter: 27.9
Minnesota: 28.5

People feeling badly about themselves:
St. Peter: 21.8%
State: 21.5%

People not drinking alcohol at all:
This city: 10.6%
Minnesota: 10.1%

Average hours sleeping at night:
This city: 6.9
State: 6.8

Overweight people:
St. Peter: 30.0%
Minnesota: 33.2%

General health condition:
Here: 56.7%
State: 56.2%

Average condition of hearing:
Here: 79.7%
Minnesota: 78.6%

More about Health and Nutrition of St. Peter, MN Residents (/health-nutrition/St-Peter-Minnesota.html)

<table>
<thead>
<tr>
<th>Function</th>
<th>Full-time employees</th>
<th>Monthly full-time payroll</th>
<th>Average yearly full-time wage</th>
<th>Part-time employees</th>
<th>Monthly part-time payroll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solid Waste Management</td>
<td>1</td>
<td>$3,367</td>
<td>$40,404</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Hospitals</td>
<td>62</td>
<td>$240,270</td>
<td>$46,504</td>
<td>93</td>
<td>$237,567</td>
</tr>
<tr>
<td>Health</td>
<td>1</td>
<td>$3,334</td>
<td>$40,008</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Streets and Highways</td>
<td>9</td>
<td>$35,014</td>
<td>$46,685</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Sewerage</td>
<td>5</td>
<td>$18,159</td>
<td>$43,582</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Transit</td>
<td>3</td>
<td>$6,775</td>
<td>$27,100</td>
<td>6</td>
<td>$4,833</td>
</tr>
<tr>
<td>Electric Power</td>
<td>10</td>
<td>$37,412</td>
<td>$44,894</td>
<td>2</td>
<td>$3,241</td>
</tr>
<tr>
<td>Water Supply</td>
<td>6</td>
<td>$26,094</td>
<td>$52,188</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Natural Resources</td>
<td>2</td>
<td>$6,655</td>
<td>$39,930</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Housing and Community Development(Local)</td>
<td>1</td>
<td>$5,114</td>
<td>$61,368</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Firefighters</td>
<td>1</td>
<td>$2,779</td>
<td>$33,348</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Other and Unallocable</td>
<td>6</td>
<td>$19,572</td>
<td>$39,144</td>
<td>6</td>
<td>$3,361</td>
</tr>
<tr>
<td>Financial Administration</td>
<td>4</td>
<td>$15,407</td>
<td>$46,221</td>
<td>1</td>
<td>$999</td>
</tr>
<tr>
<td>Other Government Administration</td>
<td>4</td>
<td>$20,991</td>
<td>$62,973</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Police Protection - Officers</td>
<td>14</td>
<td>$65,198</td>
<td>$55,884</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Police - Other</td>
<td>5</td>
<td>$16,545</td>
<td>$39,708</td>
<td>4</td>
<td>$1,238</td>
</tr>
<tr>
<td>Parks and Recreation</td>
<td>8</td>
<td>$22,523</td>
<td>$33,785</td>
<td>5</td>
<td>$965</td>
</tr>
<tr>
<td>Local Libraries</td>
<td>3</td>
<td>$8,152</td>
<td>$32,608</td>
<td>8</td>
<td>$2,812</td>
</tr>
<tr>
<td>Totals for Government</td>
<td>145</td>
<td>$553,363</td>
<td>$45,796</td>
<td>125</td>
<td>$255,015</td>
</tr>
</tbody>
</table>
St. Peter government finances - Expenditure in 2006 (per resident):

- **Construction - General - Other:** $1,017,000 ($87.90)
  - Sewerage: $765,000 ($66.12)
  - Housing and Community Development: $607,000 ($52.46)
  - Hospitals: $203,000 ($17.55)
  - Parks and Recreation: $159,000 ($13.74)
  - Regular Highways: $130,000 ($11.24)

- **Current Operations - Hospitals:** $11,155,000 ($964.13)
  - Electric Utilities: $6,491,000 ($561.02)
  - Sewerage: $2,859,000 ($247.10)
  - Parks and Recreation: $1,957,000 ($169.14)
  - Police Protection: $1,680,000 ($145.20)
  - Housing and Community Development: $1,184,000 ($102.33)
  - Water Utilities: $1,092,000 ($94.38)
  - Regular Highways: $973,000 ($84.10)
  - Solid Waste Management: $625,000 ($54.02)
  - Financial Administration: $563,000 ($48.66)
  - Local Fire Protection: $273,000 ($23.60)
  - Transit Utilities: $214,000 ($18.50)
  - General - Other: $114,000 ($9.85)
  - Central Staff Services: $42,000 ($3.63)

- **Electric Utilities - Interest on Debt:** $403,000 ($34.83)
- **General - Interest on Debt:** $1,417,000 ($122.47)
- **Other Capital Outlay - Financial Administration:** $268,000 ($23.16)
Central Staff Services: $268,000 ($23.16)
Water Utilities: $244,000 ($21.09)
Electric Utilities: $145,000 ($12.53)
Police Protection: $78,000 ($6.74)
Transit Utilities: $45,000 ($3.89)
Local Fire Protection: $14,000 ($1.21)
Solid Waste Management: $4,000 ($0.35)
Parks and Recreation: $2,000 ($0.17)

- Total Salaries and Wages: $9,519,000 ($822.73)
- Water Utilities - Interest on Debt: $67,000 ($5.79)

St. Peter government finances - Revenue in 2006 (per resident):

- Charges - Hospital Public: $12,807,000 ($1106.91)
  Sewerage: $3,136,000 ($271.05)
  Solid Waste Management: $625,000 ($54.02)
  All Other: $511,000 ($44.17)
  Housing and Community Development: $504,000 ($43.56)
  Parks and Recreation: $191,000 ($16.51)
- Federal Intergovernmental - Housing and Community Development: $298,000 ($25.76)
- Transit Utilities: $75,000 ($6.48)
- Local Intergovernmental - All Other: $170,000 ($14.69)
- Miscellaneous - General Revenue, NEC: $1,005,000 ($86.86)
  Special Assessments: $799,000 ($69.06)
  Interest Earnings: $109,000 ($9.42)
  Fines and Forfeits: $94,000 ($8.12)
- Revenue - Electric Utilities: $7,221,000 ($624.11)
  Water Utilities: $1,565,000 ($135.26)
  Transit Utilities: $242,000 ($20.92)
- State Intergovernmental - All Other: $1,968,000 ($170.10)
  General Local Government Support: $612,000 ($52.90)
  Sewerage: $425,000 ($36.73)
  Transit Utilities: $118,000 ($10.20)
  Health and Hospitals: $39,000 ($3.37)
  Highways: $13,000 ($1.12)
  Water Utilities: $1,000 ($0.09)
  Electric Utilities: $1,000 ($0.09)
- Tax - Property: $1,368,000 ($118.24)
  Other License: $250,000 ($21.61)
  NEC: $199,000 ($17.20)
  Public Utilities Sales: $66,000 ($5.70)

St. Peter government finances - Debt in 2006 (per resident):

- Long Term Debt - Outstanding Unspecified Public Purpose: $46,787,000 ($4043.82)
  Beginning Outstanding - Unspecified Public Purpose: $46,326,000 ($4003.98)
  Issue, Unspecified Public Purpose: $4,146,000 ($358.34)
  Retired Unspecified Public Purpose: $3,685,000 ($318.50)

St. Peter government finances - Cash and Securities in 2006 (per resident):

- Other Funds - Cash and Securities: $2,618,000 ($226.27)

8.42% of this county’s 2011 resident taxpayers lived in other counties in 2010 ($34,046 average adjusted gross income)
Here: 8.42%
<table>
<thead>
<tr>
<th>CITY</th>
<th>TAXES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mankato</td>
<td>$655</td>
<td></td>
</tr>
<tr>
<td>Saint Peter</td>
<td>$710</td>
<td>*$172,000 EMV</td>
</tr>
<tr>
<td>Fairmont</td>
<td>$712</td>
<td>*Homestead / Residential</td>
</tr>
<tr>
<td>North Mankato</td>
<td>$805</td>
<td>*2016 Taxes Paid</td>
</tr>
<tr>
<td>Worthington</td>
<td>$833</td>
<td></td>
</tr>
<tr>
<td>Owatonna</td>
<td>$895</td>
<td></td>
</tr>
<tr>
<td>Jordan</td>
<td>$1,028</td>
<td></td>
</tr>
<tr>
<td>Hutchinson</td>
<td>$1,111</td>
<td></td>
</tr>
<tr>
<td>Le Sueur</td>
<td>$1,212</td>
<td></td>
</tr>
<tr>
<td>Waseca</td>
<td>$1,298</td>
<td></td>
</tr>
<tr>
<td>Belle Plaine</td>
<td>$1,342</td>
<td></td>
</tr>
<tr>
<td>Wells</td>
<td>$1,667</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY</th>
<th>TAX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mankato</td>
<td>$1,846</td>
</tr>
<tr>
<td>Fairmont</td>
<td>$1,978</td>
</tr>
<tr>
<td>Worthington</td>
<td>$2,091</td>
</tr>
<tr>
<td>North Mankato</td>
<td>$2,220</td>
</tr>
<tr>
<td>Saint Peter</td>
<td>$2,350</td>
</tr>
<tr>
<td>Jordan</td>
<td>$2,467</td>
</tr>
<tr>
<td>Le Sueur</td>
<td>$2,629</td>
</tr>
<tr>
<td>Owatonna</td>
<td>$2,674</td>
</tr>
<tr>
<td>Hutchinson</td>
<td>$2,676</td>
</tr>
<tr>
<td>Belle Plaine</td>
<td>$2,702</td>
</tr>
<tr>
<td>Wells</td>
<td>$2,845</td>
</tr>
<tr>
<td>Waseca</td>
<td>$2,946</td>
</tr>
</tbody>
</table>
GOVERNMENTAL FUNDS REVENUE

The following table presents the per capita revenue of the City's governmental funds for the past three years, along with state-wide averages.

We have included the most recent comparative state-wide averages available from the Office of the State Auditor to provide a benchmark for interpreting the City's data. The amounts received from the typical major sources of governmental fund revenue will naturally vary between cities based on factors such as a city's stage of development, location, size and density of its population, property values, services it provides, and other attributes. It will also differ from year-to-year due to the effect of inflation and changes in its operation. Also, certain data in these tables may be classified differently than how they appear in the City's financial statements in order to be more comparable to the state-wide information, particularly in separating capital expenditures from current expenditures.

We have designed this section of our management report using per capita data in order to better identify unique or unusual trends and activities of the City. We intend for this type of comparative and trend information to complement, rather than duplicate, information in the MD&A. An inherent difficulty in presenting per capita information is the accuracy of the population count, which for most years is based on estimates.

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
<th>December 31, 2016</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>State-Wide</td>
<td>City of Saint Peter</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2,500–10,000</td>
<td>10,000–20,000</td>
<td>20,000–100,000</td>
<td>11,784</td>
<td>11,807</td>
</tr>
<tr>
<td></td>
<td>Property taxes</td>
<td>$460</td>
<td>$432</td>
<td>$455</td>
<td>$186</td>
</tr>
<tr>
<td></td>
<td>Tax increments</td>
<td>$26</td>
<td>$26</td>
<td>$42</td>
<td>$59</td>
</tr>
<tr>
<td></td>
<td>Franchise and other taxes</td>
<td>$35</td>
<td>$43</td>
<td>$45</td>
<td>$12</td>
</tr>
<tr>
<td></td>
<td>Special assessments</td>
<td>$59</td>
<td>$44</td>
<td>$59</td>
<td>$3</td>
</tr>
<tr>
<td></td>
<td>Licenses and permits</td>
<td>$35</td>
<td>$33</td>
<td>$42</td>
<td>$21</td>
</tr>
<tr>
<td></td>
<td>Intergovernmental revenues</td>
<td>$313</td>
<td>$275</td>
<td>$152</td>
<td>$324</td>
</tr>
<tr>
<td></td>
<td>Charges for services</td>
<td>$110</td>
<td>$92</td>
<td>$103</td>
<td>$40</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>$91</td>
<td>$57</td>
<td>$54</td>
<td>$92</td>
</tr>
<tr>
<td></td>
<td>Total revenue</td>
<td>$1,129</td>
<td>$1,002</td>
<td>$952</td>
<td>$735</td>
</tr>
</tbody>
</table>

The City's lower than average tax revenue is primarily the result of the City relying on enterprise fund activities to finance the City's activities. This is due to the large amount of nontaxable property within the City.

In 2017, governmental funds revenue per capita increased $97 per capita. The largest increase was in intergovernmental revenues, which increased mainly as a result of a one-time grant received in 2017.

It is important to note that this table does not include operating transfers, which are used by the City to support governmental fund activities. This information is not included in the table as the comparable information is not available.
GOVERNMENTAL FUNDS EXPENDITURES

The expenditures of governmental funds will also vary from state-wide averages and from year-to-year, based on the City’s circumstances. Expenditures are classified into three types as follows:

- **Current** – These are typically the general operating type expenditures occurring on an annual basis, and are primarily funded by general sources such as taxes and intergovernmental revenues.

- **Capital Outlay and Construction** – These expenditures do not occur on a consistent basis, more typically fluctuating significantly from year-to-year. Many of these expenditures are project-oriented, and are often funded by specific sources that have benefited from the expenditure, such as special assessment improvement projects.

- **Debt Service** – Although the expenditures for debt service may be relatively consistent over the term of the respective debt, the funding source is the important factor. Some debt may be repaid through specific sources, such as special assessments or redevelopment funding, while other debt may be repaid with general property taxes.

The City’s expenditures per capita of its governmental funds for the past three years, together with state-wide averages, are presented in the following table:

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
<th>Current</th>
<th>General government</th>
<th>Public safety</th>
<th>Street maintenance and lighting</th>
<th>Parks and recreation</th>
<th>All other</th>
<th>Total current</th>
<th>Capital outlay and construction</th>
<th>Debt service</th>
<th>Principal</th>
<th>Interest and fiscal</th>
<th>Total debt service</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2,500–10,000</td>
<td>10,000–20,000</td>
<td>20,000–100,000</td>
<td>11,784</td>
<td>$111</td>
<td>$122</td>
<td>$109</td>
<td>$135</td>
<td>$222</td>
<td>$381</td>
<td>$196</td>
<td>$48</td>
<td>$244</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$145</td>
<td>$114</td>
<td>$97</td>
<td>$111</td>
<td>$110</td>
<td>$116</td>
<td>$145</td>
<td>$126</td>
<td>$109</td>
<td>$135</td>
<td>$107</td>
<td>$90</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$263</td>
<td>$250</td>
<td>$273</td>
<td>$222</td>
<td>$234</td>
<td>$255</td>
<td>$263</td>
<td>$123</td>
<td>$117</td>
<td>$139</td>
<td>$115</td>
<td>$301</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$126</td>
<td>$109</td>
<td>$95</td>
<td>$109</td>
<td>$117</td>
<td>$115</td>
<td>$126</td>
<td>$95</td>
<td>$135</td>
<td>$153</td>
<td>$107</td>
<td>$48</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$93</td>
<td>$109</td>
<td>$95</td>
<td>$135</td>
<td>$139</td>
<td>$153</td>
<td>$93</td>
<td>$95</td>
<td>$135</td>
<td>$153</td>
<td>$107</td>
<td>$48</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$74</td>
<td>$77</td>
<td>$91</td>
<td>$107</td>
<td>$90</td>
<td>$48</td>
<td>$74</td>
<td>$77</td>
<td>$91</td>
<td>$107</td>
<td>$90</td>
<td>$48</td>
</tr>
</tbody>
</table>

The City’s current governmental funds current per capita expenditures decreased by $3 per capita in fiscal 2017. Capital outlay and construction expenditures decreased by $155 per capita from the previous year.
PAUL GRANLUND LEGACY PARK

THE OPPORTUNITY

• Levee Park (101 S. Front Street, 1.3 acres) is in need of renovation. Rather than replace the park's relatively unused playground equipment, the City of Saint Peter seeks a solution that involves public art and better showcases the park's riverside location.
• Several regional artists who studied with longtime St. Peter sculptor Paul Granlund have large sculpture sitting in storage, no longer on display.

THE VISION

• The Arts Center of Saint Peter and the City of Saint Peter envision a free public sculpture park that includes selected works from the Granlund collection, alongside work by regional artists who studied with or were strongly influenced by Granlund.
• The Paul Granlund Legacy Park would include signage explaining Granlund's work ethic; his choice to live and work in St. Peter; and (in the other artists' words) how he influenced the careers of the artists whose work would share the space.

THE GENESIS

• "I don't know art, but I know I like Paul Granlund's work." That's what we heard from members of the St. Peter Area Veteran's Memorial Committee, when the Arts Center partnered with the group to help select a sculptor to create a custom piece for the space.
• Indeed, the people of St. Peter are sculpture-savvy thanks to the influence of Granlund, who was sculptor-in-residence at his alma mater Gustavus Adolphus College from 1971 until his retirement in 1996. More than 30 of his pieces are on campus. Presently only one piece is off campus in the community, at the entry to the Arts Center of Saint Peter (Mobius Strip).
• When the City approached the Arts Center about Levee Park, the solution seemed obvious — rather than importing sculpture from artists unknown to the region, why not invite artists with ties to the city, and to Granlund? Why not showcase that legacy by bringing their work together in a public art space unique to St. Peter?

THE TEAM

• St. Peter City Administrator Todd Prafke, St. Peter Community Development Director Russ Wille, Arts Center Executive Director Ann Rosenquist Fee, and Jonathan Granlund are currently developing the concept and recruiting sculptors and professionals to participate.
To date, those who have indicated ready-and-willingness to help make this happen:

- Juana Arias, Arts Center Clay Studio Manager, St. Peter
- Gregory Granlund, Architect, AIA, Lien and Peterson Architects Inc, Eau Claire, WI
- Greg Hennes, founder, Hennes Art Company, Minneapolis (the firm hired by the Granlund family as exclusive distributor of remaining sculptures in the collection)
- David Hyduke, sculptor, Kasota
- Nicholas Legeros, sculptor, Minneapolis
- Greg Mueller, sculptor, Duluth
- Max Musicant, Principal, The Musicant Group, Minneapolis (a firm that has “pioneered a holistic and organic approach to the creation of place that integrates design, events, and management systems all through the lens of the user experience”)

THE TIMELINE

- The City Council will discuss the concept at its October 29, 2018 City Council Goal Session.
- If Council members are supportive, the City and the Arts Center will develop a detailed plan and budget to propose to the November 19, 2018 Parks and Recreation Advisory Board meeting, and the December 10, 2018 City Council meeting.
- Upon approval, target completion and dedication date would be August 2020.

THE FUNDING

- Funding for this project will be come from private and foundation gifts to the City of Saint Peter.
- The City of Saint Peter will contribute significant in-kind labor and materials.
- The Arts Center will ultimately receive a modest stipend from the project budget.
Saint Peter, Minnesota
Minnesota Design Team
Spring 1999
TO:        Todd Prafke  
           City Administrator 

FROM:    Russ Wille  
            Community Development Director 

RE:     Annexation by Ordinance - Land Surrounded by Existing City Limits 

ACTION/RECOMMENDATION 
None needed. For City Council discussion only. 

BACKGROUND 

General urban planning principles suggest leapfrog development, where developable lands near 
the City center are passed over in lieu of vacant lands on the periphery of the municipality, 
should be discouraged. 

In Saint Peter, leapfrog development has resulted in large unincorporated areas, largely 
agriculturally utilized lands, being completely surrounded by the Saint Peter City limits as shown 
on the attached map. 

State Statute §414.033 states, “A municipal council may by ordinance declare land annexed to 
the municipality and any such land is deemed to be urban or suburban in character or about to 
become so if: (2) the land is completely surrounded by land within the municipal limits.”

The rationale for annexing the surrounded parcels is based on a number of issues. The 
annexation of the properties as provided in Statute would be supported by the following. 

Zoning Applicability: The unincorporated parcels surrounded by the existing City limits are 
regulated by the Nicollet County Zoning Ordinance. Given that Nicollet County has adopted a 
zoning ordinance, the City of Saint Peter does not have any extra-territorial jurisdiction outside 
of the City limits. 

Nicollet County has zoned these properties as (AG) Agricultural Preservation which is defined 
by the Nicollet County Zoning Ordinance as: 

“The Agricultural Preservation District is established for the purpose of preserving, 
promoting, maintaining and enhancing the use of the land for commercial agricultural 
purposes, to prevent scattered and leap frog non-farm growth, to protect and preserve 
natural resource areas and to stabilize increases in public expenditures for such public 
services as roads and road maintenance, police and fire protection, and schools.”
Just as with the City's ordinance, the Nicollet County Zoning Ordinance identifies permitted and conditional uses allowed for consideration in each of the established zoning districts. The Permitted Uses within Nicollet County's AG zoning districts may be considered to be appropriate for establishment on lands surrounded by the City limits.

However, there are a number of Conditional Uses such as bulk storage (liquid), commercial wind generation, demolition landfills, feedlots, mining and sewage lagoons for example which could be detrimental to the health, use and enjoyment of residential properties within the City limits. If applications were submitted to establish a Conditional Use on such properties, I would suggest it would be in the best interest of the City of Saint Peter to have jurisdiction over the conditions applied to the use.

Included is a copy of the Nicollet County (AG) Agricultural Preservation zoning district regulations for your reference and review.

**Stranded Utility Assessments:** When new subdivisions are platted, the public and private utility infrastructure must be installed, repaired and maintained. The cost of such infrastructure installation is typically the responsibility of the developer and adjoining property owners who would benefit from installation of such utility systems.

Following the construction, inspection and acceptance of the installation by the City, the utility infrastructure becomes the responsibility of the City and is maintained by the Department of Public Works.

When the installation benefits unincorporated property, the City does not have a mechanism to assess the fair share of the improvement to the abutting property. As such, "future" assessments are stranded until such time as the property is annexed in anticipation of future development.

**Stormwater (MS-4) Applicability:** The City of Saint Peter is bound by the rules, regulations and standards identified in the Municipal Stormwater (MS-4) permit issued by the Minnesota Pollution Control Agency (MPCA). The permit obligates the City to meet certain standards applied to the collection, conveyance, treatment and discharge of stormwater within the community.

The stormwater discharge requirements applied to County (unincorporated) parcels falls significantly short of the standards required within the City. Regardless of the point of origin, once the drainage reaches the municipal limits, the City is obligated to apply the MS-4 standards.

The ability to meet the MS-4 standards would be enhanced if the City were to annex the areas in question. That would ensure that the municipal MS-4 standards would be applied on the site where the stormwater runoff is generated. The City would not find itself in a position of incurring significant costs to design drainage structures or processes necessary to collect, pipe and treat stormwater to the MS-4 standards once it enters the City's drainage system.

Note that compliance with the MS-4 standards of the MPCA permit rests solely on the City. The MPCA may impose fines upon cities for violation of the permit standards. The City is prohibited to assess or pass the fine off on the private property for such violations.
Obligates Franchisees: Typical franchisee agreements between the City of Saint Peter and private telecommunication providers require the provision and availability of services under certain conditions. One common condition is that the new services must be established if the current telecom infrastructure is located within one-quarter (¼) mile of the new development.

As such, private telecommunications have not been extended to, nor provided within the Traverse Green Subdivision. This has caused considerable discontent within the neighborhood and households are severely limited in their telecommunication options.

The franchisees will be obligated to extend services to Traverse Green once 25 potential hookups (houses) are permitted.

Consuming Municipal Services: The households residing in the unincorporated areas surrounded by the existing City limits are undoubtedly consuming municipal services at a much higher incidence than the actual "rural" county residents. These households are driving City streets, utilizing municipal parks, visiting the City library and utilizing other municipal services.

While these opportunities are available to both City and non-City residents, their rate of usage would likely be much higher than those of more rural residents living further outside the City limits. Their usage would likely be commensurate with their Saint Peter residential neighbors which are funding such services via property taxes.

Enterprise Fund Financial Impact: The cost of operating, maintaining and repairing the enterprise funds (electric, water and sewer) is financed by the rate payers as they consume utility services. When utility infrastructure is extended to new subdivisions leapfrogging undeveloped, unincorporated lands, the cost of utility services is increased.

If the City Council wants to proceed with the annexation of the unincorporated areas within the current City limits, the action can be accomplished via ordinance.

A public hearing would be required following published, posted and mailed notice of the hearing. Mailed notice would need to be provided at least 30 days before the hearing and sent to every property subject to the proposed annexation as well as the impacted Township.

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

RJW
602 AGRICULTURAL PRESERVATION (AG)

602.1 PURPOSE

The Agricultural Preservation District is established for the purpose of preserving, promoting, maintaining and enhancing the use of the land for commercial agricultural purposes, to prevent scattered and leap frog non-farm growth, to protect and preserve natural resource areas and to stabilize increases in public expenditures for such public services as roads and road maintenance, police and fire protection, and schools.

602.2 PERMITTED USES

1. Accessory uses
2. Agricultural land uses, except those listed as conditional uses
3. Cisterns
4. Erosion control
5. Essential services, except those listed as conditional uses
6. Existing dwellings
7. Feedlots of two hundred and ninety-nine (299) animal units and under
8. Historic sites and areas
9. Home Occupation (LEVEL 1)
10. Landscaping
11. Micro-WECS
12. New dwellings at a maximum density of one (1) per quarter-quarter on lots recorded after July 31, 1981 that meet minimum lot size requirements in Section 602.4
13. New dwellings on lots of record as of July 31, 1981
14. Public recreation
15. Seasonal produce stands
16. Signs
17. Solar energy systems (Small)
18. Telecommunication antennas on existing structures
19. Temporary construction buildings
20. Temporary dwellings at a maximum of one (1) per lot that will be occupied for one (1) year (365 days) or less
21. Timber harvesting
22. Wildlife developments
23. Wildlife management areas

602.3 CONDITIONAL USES

1. Any structure over one hundred (100) feet in height
2. Bed and breakfast establishments
3. Bulk storage (liquid)
4. Churches, cemeteries, and schools
5. Commercial recreation
6. Commercial WECS
7. Cutting or filling over fifty (50) cubic yards that is not in connection with another permitted use
8. Dams, power plants, switching yards, transmission lines of over 35kV, flowage areas, and pipelines
9. Demolition landfills
10. Farm Wineries
11. Feedlots of three hundred (300) animal units and over
12. Government buildings
13. Home Occupations (LEVEL 2)
14. Horse stables
15. Hunting shacks
16. Industrial agricultural uses
17. Kennel, Dog/Cat – Commercial Boarding, Breeding, Guard/Attack, and Training
18. Land reclamation/demolition landfill
19. Meteorological towers
20. Migrant labor camps that are in accordance with Minnesota Department of Health Migrant Labor Camp Rules Chapter 4630, as amended
21. Mineral extraction
22. Non-Commercial WECS
23. Recreational camping areas
24. Retail nursery and garden supplies and greenhouses
25. Rural repair garage
26. Sewage lagoons
27. Solar energy systems (Large and/or Reflecting)
28. Telecommunication towers
29. Temporary dwellings at a maximum of one (1) per lot that will be occupied for more than one (1) year
30. Wholesale or retail nurseries

602.4 DIMENSIONAL STANDARDS

1. Height

   A. Maximum of two and one half (2½) stories or thirty-five (35) feet.

   B. This height limitation shall not apply to grain elevators, silos, windmills, elevator legs, cooling towers, water towers, chimneys, smokestacks, and church spires.

2. Front Yard

   A. Required setback from road right-of-way

<table>
<thead>
<tr>
<th>Location</th>
<th>Setback</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Highway</td>
<td>Eighty-five (85) feet</td>
</tr>
<tr>
<td>County Road</td>
<td>Fifty (50) feet</td>
</tr>
<tr>
<td>Township/Private Roads/Easement</td>
<td>Thirty-five (35) feet</td>
</tr>
</tbody>
</table>
B. Where a lot is located at the intersection of two (2) or more roads or highways, there shall be a front yard setback on each road or highway side of each corner lot.

3. Side Yard
   A. Twenty (20) foot setback.

4. Rear Yard
   A. Twenty (20) foot setback.

5. Bluffline
   A. For any structure, or excavation for a structure, but not for onsite sewage treatment systems, thirty (30) foot setback.

6. Ditch
   A. For any structure, or excavation for a structure, a one hundred (100) foot setback.
   B. Trees shall not be planted within one hundred (100) feet of an open ditch or within two hundred (200) feet of a tile line ditch.

7. Lot Area
   A. For newly constructed dwellings on new lots three and one half (3½) acres, the buildable lot area of which shall be a minimum of two (2) contiguous acres.

8. Lot Width
   A. Minimum width of not less than sixty-six (66) feet along a public road.

9. General Regulations
   A. Additional requirements and other regulations are set forth in Section 7.
This is to certify that this is the Official Zoning Map for the City of Saint Peter, Minnesota. The Map was adopted on the 6th day of December, 2007.

NOTE
The information for this map was obtained from various sources including zoning maps, subdivision plans, and City records. Some of such work performed by others may have been incorporated into this document as a result.
This is to certify that this is the Official Zoning Map of the City of Saint Peter, Minnesota, as adopted this the 5th day of December, 2007.

Amended Date
1/14/2005  394, Second Series
1/24/2005  395, Second Series
1/25/2005  402, Second Series
1/26/2005  403, Second Series
2/9/2005  11, Third Series
2/9/2005  12, Third Series
2/22/2005  21, Third Series
2/22/2005  22, Third Series
2/22/2005  23, Third Series
2/22/2010  29, Third Series
2/22/2011  30, Third Series
4/13/2011  31, Third Series
5/9/2014  34, Third Series
6/25/2016  39, Third Series
9/10/2017  33, Third Series

NOT
The information on this map is derived from various sources of existing maps, as indicated above, and is subject to errors and omissions by virtue of the fact that it is intended to be used as a work in progress which may have been interpreted into the incorrect size as a result.

Total Pratts, City Administrator
Vacant Villas, Zoning Administrator

Legend

- Single Family Dwelling
- 1-2 Family Dwelling
- Multiple Family Dwelling
- Large Lot Residential
- SF1 Residential and Professional Services
- MPF Inside Home Park
- CBO Central Business District
- CC General Commercial and Service Commercial
- CM Commercial/Office
- ED Educational/Institutional District
- LI Limited Industrial
- E General Industrial
- P Plant/Pres.

Zoning Overlay
- MPO Heritage Preservation Overlay
- PUDO Planned Unit Development Overlay
- GO Gateway Overlay

BOLTON & MENK
1101 13th Street, MAD
1-800-546-5656
1920 13th Street, MAD
1-218-330-0010

PLANNED UNIT DEVELOPMENT OVERLAY
HERITAGE PROTECTION OVERLAY
PAVEMENT CLASSIFICATION OVERLAY
CA HiT OVERLAY
1/25/2011  39, Third Series
9/10/2017  33, Third Series
COOPERATIVE EFFORTS (White Sheet)

SCHOOL DISTRICT
- Activity connection Senior Citizens, recreation, transit
- Facilities long term planning
  - Athletic Other Facilities, Drama, performance, arts
- Budgets
  - Levy
  - Pay
  - Others
- Athletic Association Congress 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)

NICOLLET COUNTY
- Compost funds
- Library
- 1/4 - 1/4 good zone
- Criminal Justice Committee
- Law enforcement share dispatch
- Emergency Planning
- Gardner Road/County Rd. 5 Roundabout
- Stormwater

GUSTAVUS ADOLPHUS COLLEGE
- Parking
- Performance space
- Recreational facilities
- Off-campus behavior
- Hispanic inclusion/Sister City
- Child Care
- Transit use
- Employees live in City
- Solar and Wind

REGIONAL TREATMENT CENTER/STATE OF MN DEPT OF HEALTH
- Water distribution
- Future program/land/facilities
  - Parks
- Arts Association

REALTORS
- BFF
- Promotion of opportunities for young families
- Others

COMMUNITY ORGANIZATIONS
- St. Peter Arts Center
- Nicollet County Historical Society

CHAMBER OF COMMERCE
- Promotion of Community
- Community events
- Communication efforts
- Operation of Tourism and Visitors

GREATER MANKATO GROWTH
- REDA Industrial Development
- ICLV InterCity Leadership Visit
- MSA issues
- Promote Housing as an issue

BANKS

Modified 10/30/2017
August 1, 2018

Matthew Blackler — CEO
ZEF Energy, Inc.
323 W 34th Street
Minneapolis, MN

Dear Mr. Blackler:

Please accept this correspondence as the City of Saint Peter’s intent to work with ZEF Energy, Inc. (ZEF) to locate Level 3 DC Fast Chargers (DCFC) with co-located Level 2 Electric Vehicle Charger units in our community in response to the Minnesota Pollution Control Agency’s (MPCA) request for proposals.

I understand that ZEF is proposing a multi-locale DCFC network to the MPCA in response to this request for proposals. Should ZEF be awarded MPCA funding for the Minnesota Diesel Replacement Program, VW Settlement: Phase 1 Electric Vehicle Fast Charging Corridors project, this letter shall serve as the City’s indication to work with ZEF on an exclusive basis to identify a satisfactory site or sites in our community/region. If not extended by mutual agreement, this Letter of Intent shall expire on either the date ZEF receives notice that it has not received an MPCA award or October 1, 2019, whichever occurs earlier.

It is understood that this Letter of Intent merely constitutes a statement by the City of Saint Peter of our intentions with respect to the siting of stations and does not contain all matters necessary to finalize a site host agreement with an identified host. It is also understood that this letter represents the good faith intentions of both parties to locate chargers in our community/region, but creates no binding obligation on the part of either ZEF or the City of Saint Peter to do so.

I look forward to the possibility of working with your company on this project. Should you need anything further, please don’t hesitate to contact my office at the number below.

Sincerely,

Todd Prakke
City Administrator

Municipal Building • 227 South Front Street • Saint Peter, Minnesota 56082-2538 • Phone 507-934-0663 • Fax 507-934-4917
www.saintpetermn.gov
The City of Saint Peter is an equal opportunity employer. TDD #711
Good afternoon,

Per our meeting yesterday here is what was discussed and what we think a good timeline would be.

It was decided that the best way to introduce the community of Saint Peter to an organics recycling program would be to start with a 4 yard rear load dumpster at one drop site that would be accessible to the community at all times. This location would preferably be monitored to ensure the dumpster has minimal contamination. The proposed location would be the compost site where LJP and City staff can help with the oversite.

Organics would need to be disposed of in paper or compostable bags.

LJP would work with SMSC to obtain feedback on how the program progress’ and be sure to send pictures of contamination to the City to help educate their residents.

The City is open to having an agreement directly with SMSC if necessary for disposal.

LJP would service the rear load weekly on their way through town after picking up and weighing organics from MSU, Mankato. LJP will then obtain another weight at the disposal site to ensure proper tracking for reporting and informational purposes.

It was agreed that a reasonable time frame for the pilot program would be for a full year as to determine possible issues throughout the seasons and be able to remedy. Proposed starting month was September when school was back in session. Educational and promotional material should then be distributed by the end of July. Residents will also be requested to sign up for the program so interest and participation can be gauged and feedback received.

Commercial accounts came into question as being allowed to participate in pilot program. This may not be ideal as we will not be able to determine the amount of waste being diverted from the residential trash.

Another option that was not discussed at the meeting but may appeal to some of the greener residents of Saint Peter is bins/boxes for composting at their residence. There are a wide variety of different options to choose from such as the one below. These containers can be rather expensive but some are more reasonable than others. To help offset the cost to purchase maybe an incentive could be implemented?
We look forward to hearing back from you and how LJP can be of service.

Thank you,

Sammi Heitner
LJP Enterprises, Inc.
2160 Ringhofer Drive | North Mankato | MN 56003
Phone: 507-385-3438
Fax: 507-388-4590
www.lipent.com | www.minnesotawasteprocessingcompany.com
Memorandum

TO: Todd Prafke  
City Administrator  

FROM: Sally Vogel  
Director of Finance  

DATE: October 25, 2018  

RE: 2019 - 2020 Environmental Services Fund Budget  

ACTION/RECOMMENDATION  

None needed. For City Council input and discussion only.  

BACKGROUND  

The Environmental Services fund protects the environment by providing for the operations of:  

1. Refuse and recycling collection throughout the community.  
2. Operation of a yard waste drop off site; operation of a compost site; curb-side yard waste and leaf pick up; Christmas tree pick up.  
3. Maintenance of the City's urban forest, tree removal, planting and replacement program on boulevards, in parks and other public areas.  
4. Emerald Ash Boer (EAB)  
5. Maintenance of the downtown medians and urns.  
6. Downtown flower baskets.  

This fund receives revenues by charges for three levels of refuse collection services. A 60 gallon cart for recycling is provided along with any of these services. Recycling was changed in July of 2017 to weekly pick-up, verses the previous bi-weekly pick-up.  

Here are some highlights for this fund in the 2019 Budget:  

- Operations and services provided as a part of this fund are proposed to be the same as in the past few years, including the budgeting for the downtown flower baskets, and assistance on holiday lighting for downtown trees (labor). Services such as curb-side yard waste and leaf pick up, Christmas tree pick up, and the drop-off site are continuing. As downtown trees are getting larger and Chamber of Commerce funds are decreasing, The City assistance with lighting downtown trees has become part of our scope of work.  

- Garbage and disposal expense is 54% of the operating budget. These services are contracted for through LJP Enterprises for the pickup and hauling of garbage/recycling (effective through June 2023) and MN Waste Processing Center (MWPC) (effective through year 2023) MWPC increased their disposal fee to the City by $5.35, for a total of $88.28 per ton. This translates into a $0.34 per household monthly increase to our cost. Attempts to reduce community waste by 2 pounds per week were implemented through education on recycling, adding additional recycling pick-ups and proper disposal of all materials.
Unfortunately, the refuse per household has actually increased from 118 lbs. per household in 2016 to 119.3 lbs. per household in 2018. This has impacted your overall cost. Staff is recommending an increase of 1.5% to cover the cost associated with these changes and to keep your fund at about a break even.

- Wages and benefits are recorded in the areas of work actually performed. It is common for the Parks, Streets and Environment staff to cross over to assist in work schedules. For budget purposes the wage and benefits are allocated based on a percentage.

- The 2019/2020 capital needs include $16,000 in each year to pave the tree and brush drop offsite on St. Julien Street and some improvements at the compost processing site. The tree and brush site is very important to the community, is used heavily. Having a hard service will improve its use. In 2020 we are anticipating replacement of the 1994 Ford F700 bucket truck with boom at an estimated cost of $45,000. The truck was purchased used and is starting to incur increased annual costs. It also needs to be upgraded with concerns about hydraulic parts that are out dated and not readily available.

- Approval of the budget does not allow for the purchase of large items without additional City Council approval. Budgeted items over $10,000 will be presented to the Council for final approval before purchase.

- Increased Environmental Service Fees for the EAB Management Plan in the amount of $50,000 will mean a 15.8% increase on rates. Impact to customers will be:
  
  1. Detached Family/Single Business  $8.63 increase to $10.00  
  2. Multiple unit 5 and under - per unit $2.16 increase to $2.50  
  3. Multiple unit over 5 $21.58 increase to $25.00  
  4. Ind'l/Institutional $25.89 increase to $30.00

The Refuse fund has no debt obligations.

Our policy for empty homes/vacationers is to remove the garbage/recycling charges when the property is vacant for over one month. The environmental charge is not removed from the monthly bills.

The fund balance is projected to be $33,546 at the end of 2020. Staff is recommending a rate increase for 2019, but not 2020. Based on our longer term projections it appears that we may need to increase rates in collection and environmental services in 2021. We do not currently have a reserve target amount and staff does not believe that a $35,00 reserve is within best business practices.

We will continue to review rates and services offered in the Environmental Services budget and other services including evolving issues such as food waste composting, and EAB. To give you a bit of a feel for the order of magnitude, a $1.00 per month increase on refuse collection generates about $36,000.
Recycle, recycle, recycle. The single sort recycling program has been operating well and since we implemented weekly pick up those weights have grown. We'll continue to promote and educate residents of Saint Peter to increase our recycling and lower our disposal amounts.

The approval of the Environmental Services budget for 2019 in the amount of $824,899 and 2020 in the amount of $886,934 will give staff a working plan. The actual purchase or initiation of large projects and the funding source for those projects will continue to be presented individually to the City Council for authorization in accordance with Council policies.

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

SV
## Environ Services Fund

### Evenues

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>Current Budget</th>
<th>Y-T-D Actual</th>
<th>Projected Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State Aid/Grants</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3422 Other State Grants &amp; Aid</td>
<td>326</td>
<td>2,311</td>
<td>326</td>
<td>326</td>
<td>163</td>
<td>326</td>
<td>326</td>
<td>326</td>
</tr>
<tr>
<td>3468 Pension Contributions</td>
<td>0</td>
<td>541</td>
<td>41</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total State Aid/Grants</strong></td>
<td>326</td>
<td>2,852</td>
<td>367</td>
<td>326</td>
<td>163</td>
<td>326</td>
<td>326</td>
<td>326</td>
</tr>
<tr>
<td><strong>Streets/Refuse Sales</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4403 Refuse Collection Charges</td>
<td>745,191</td>
<td>749,080</td>
<td>750,215</td>
<td>819,500</td>
<td>564,554</td>
<td>750,215</td>
<td>807,315</td>
<td></td>
</tr>
<tr>
<td>4404 Garbage Bag Sales</td>
<td>2,057</td>
<td>1,738</td>
<td>1,687</td>
<td>2,100</td>
<td>1,243</td>
<td>1,687</td>
<td>2,100</td>
<td></td>
</tr>
<tr>
<td>4406 Refuse Change-Outs</td>
<td>65</td>
<td>70</td>
<td>275</td>
<td>0</td>
<td>126</td>
<td>275</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total Streets/Refuse Sales</strong></td>
<td>747,313</td>
<td>750,889</td>
<td>752,176</td>
<td>821,600</td>
<td>565,923</td>
<td>752,177</td>
<td>809,415</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- Increase Environ Ser $57,100 to cover budget deficit and $50,000 for tree planting in advance of EAB.

### Miscellaneous

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>Current Budget</th>
<th>Y-T-D Actual</th>
<th>Projected Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>16101 Special Assessment Principal</td>
<td>53,823</td>
<td>(3,574)</td>
<td>(1,008)</td>
<td>3,100</td>
<td>1,466</td>
<td>6,357</td>
<td>3,100</td>
<td></td>
</tr>
<tr>
<td>16102 Special Assessment Interest</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total Miscellaneous</strong></td>
<td>53,823</td>
<td>(3,574)</td>
<td>(1,008)</td>
<td>3,100</td>
<td>1,466</td>
<td>6,357</td>
<td>3,100</td>
<td></td>
</tr>
</tbody>
</table>

### Interests Income

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>Current Budget</th>
<th>Y-T-D Actual</th>
<th>Projected Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>16210 Interest Earnings</td>
<td>1,429</td>
<td>1,507</td>
<td>1,313</td>
<td>1,400</td>
<td>850</td>
<td>1,313</td>
<td>1,400</td>
<td></td>
</tr>
<tr>
<td><strong>Total Interest Income</strong></td>
<td>1,429</td>
<td>1,507</td>
<td>1,313</td>
<td>1,400</td>
<td>850</td>
<td>1,313</td>
<td>1,400</td>
<td></td>
</tr>
</tbody>
</table>

### Donations & Refunds

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>Current Budget</th>
<th>Y-T-D Actual</th>
<th>Projected Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>16250 Refunds &amp; Reimbursements</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Donations &amp; Refunds</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Refuse Other

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>Current Budget</th>
<th>Y-T-D Actual</th>
<th>Projected Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>17360 Penalty Revenues</td>
<td>9,853</td>
<td>9,392</td>
<td>9,603</td>
<td>9,500</td>
<td>6,764</td>
<td>9,603</td>
<td>9,500</td>
<td></td>
</tr>
<tr>
<td>17370 Misc Refuse Revenue</td>
<td>4,031</td>
<td>4,639</td>
<td>2,841</td>
<td>2,000</td>
<td>1,055</td>
<td>2,780</td>
<td>2,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total Refuse Other</strong></td>
<td>13,884</td>
<td>14,031</td>
<td>12,444</td>
<td>11,500</td>
<td>7,818</td>
<td>12,383</td>
<td>11,500</td>
<td></td>
</tr>
</tbody>
</table>

### Fixed Asset Disposal

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>Current Budget</th>
<th>Y-T-D Actual</th>
<th>Projected Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>19101 Sale of General Fixed Assets</td>
<td>643</td>
<td>195</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### 603-ENVIRON SERVICES FUND

#### REVENUES

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual</th>
<th>2016 Actual</th>
<th>2017 Actual</th>
<th>2018 Current Budget</th>
<th>Y-T-D Actual</th>
<th>Year End</th>
<th>Requested Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>39200 TRANSFERS FROM OTHER FUNDS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL TRANSFER FROM OTHER FUND</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL REVENUES</td>
<td>817,417</td>
<td>765,899</td>
<td>765,292</td>
<td>837,926</td>
<td>576,221</td>
<td>772,556</td>
<td>825,741</td>
<td></td>
</tr>
</tbody>
</table>
### Refuse Disposal Expenditures

<table>
<thead>
<tr>
<th>Fund</th>
<th>Year</th>
<th>Personnel Services</th>
<th>Office Expenses</th>
<th>Total</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Refuse Disposal Wages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-100</td>
<td>2015</td>
<td>126,159</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-101</td>
<td>2016</td>
<td>121,474</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-102</td>
<td>2017</td>
<td>128,898</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-103</td>
<td>2018</td>
<td>129,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-104</td>
<td>2019</td>
<td>80,643</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-105</td>
<td></td>
<td>107,525</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-106</td>
<td></td>
<td>63,484</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-107</td>
<td></td>
<td>10,988</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-108</td>
<td></td>
<td>1,929</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-109</td>
<td></td>
<td>4,881</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-110</td>
<td></td>
<td>4,737</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-111</td>
<td></td>
<td>2,108</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-112</td>
<td></td>
<td>17,118</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-113</td>
<td></td>
<td>1,035</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-114</td>
<td></td>
<td>52</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-115</td>
<td></td>
<td>23</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-116</td>
<td></td>
<td>3,967</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-117</td>
<td></td>
<td>109,270</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-118</td>
<td></td>
<td>106,344</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-119</td>
<td></td>
<td>156,587</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-120</td>
<td></td>
<td>57,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-121</td>
<td></td>
<td>60,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-122</td>
<td></td>
<td>62,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-123</td>
<td></td>
<td>63,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-124</td>
<td></td>
<td>64,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-125</td>
<td></td>
<td>65,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-126</td>
<td></td>
<td>66,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-127</td>
<td></td>
<td>67,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-128</td>
<td></td>
<td>68,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-129</td>
<td></td>
<td>69,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-130</td>
<td></td>
<td>70,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-131</td>
<td></td>
<td>71,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-132</td>
<td></td>
<td>72,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-133</td>
<td></td>
<td>73,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-134</td>
<td></td>
<td>74,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-135</td>
<td></td>
<td>75,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-136</td>
<td></td>
<td>76,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-137</td>
<td></td>
<td>77,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-138</td>
<td></td>
<td>78,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-139</td>
<td></td>
<td>79,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19510-140</td>
<td></td>
<td>80,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Personnel Services Notes:**
- 7.2018 PW updated was $128,866

**Office Expenses Notes:**
- MMUA Safety 1 @ $850; Clothing Allowance 1 @ $325; Safety Boots per contract 2 @ $200 = $400; Hearing Test $45; Drug Tests $200; PPE all Safety Equipment $350;

### Refuse Disposal Operating

**Next Year Notes:**
- Mosquito spray and pellets $3,000; trees for boulevards and other area in city $7,000; Fertilizer for trees $1,000; Trees for nursery $3,000; Misc Consumables $8,000; Downtown Flower Urns $3,000; Downtown Flower Baskets $7,000; Flower Basket Watering Contract with State $7,000; Annual Downtown Sealer for Kasota Stone $1,200; Blowing out sprinkler system and start up $1,200; $50,000 for EJIB Trees

**Permanent Notes:**
- FLOWER MATERIAL & WATERING COSTS (CITY UTILITY BILL IS 49510.380)
## PROPOSED BUDGET WORKSHEET
### AS OF: SEPTEMBER 30TH, 2018

### 603-ENVIRON SERVICES FUND

#### REFUSE DISPOSAL EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D PROJECTED</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROFESSIONAL SERVICES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>49510-300 REFUSE DISPOSAL PROFESSION</td>
<td>419,481</td>
<td>436,066</td>
<td>435,253</td>
<td>438,090</td>
<td>274,794</td>
<td>432,128</td>
<td>438,090</td>
</tr>
<tr>
<td>49510-331 REFUSE DISPOSAL TRAVEL &amp; T</td>
<td>0</td>
<td>0</td>
<td>2,631</td>
<td>1,200</td>
<td>2,400</td>
<td>2,631</td>
<td>1,300</td>
</tr>
<tr>
<td>49510-340 REFUSE DISPOSAL ADVERTISING</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>100</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>49510-351 REFUSE DISPOSAL LEGAL NOTICE</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>49510-360 REFUSE DISPOSAL INSURANCE</td>
<td>5,197</td>
<td>4,413</td>
<td>4,096</td>
<td>5,600</td>
<td>3,551</td>
<td>4,096</td>
<td>5,600</td>
</tr>
<tr>
<td>49510-380 REFUSE DISPOSAL UTILITIES</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>6,142</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL PROFESSIONAL SERVICES</strong></td>
<td>424,677</td>
<td>440,479</td>
<td>441,979</td>
<td>444,990</td>
<td>286,887</td>
<td>438,855</td>
<td>445,090</td>
</tr>
</tbody>
</table>

**NOTES:**
- Disposals/Recycling Excavation Permits $800
- Sprinkler Start Up/Shut Down

**PERMANENT NOTES:**
- License 3 @ $45 = $135
- Mosquito training and licenses 2 @ 70 = $140
- Tree inspection training and licenses 2 @ $450 = $900
- Misc. $100

**REPAIR & MAINTENANCE**

<table>
<thead>
<tr>
<th></th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D PROJECTED</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>49510-404 REFUSE DISPOSAL EQUIP- REP</td>
<td>15,748</td>
<td>9,480</td>
<td>3,788</td>
<td>8,000</td>
<td>3,471</td>
<td>4,000</td>
</tr>
<tr>
<td>49510-405 REFUSE DISPOSAL SITE - REP</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,000</td>
<td>0</td>
<td>1,000</td>
</tr>
<tr>
<td>49510-415 REFUSE DISPOSAL EQUIPMENT</td>
<td>4,100</td>
<td>4,750</td>
<td>5,000</td>
<td>1,500</td>
<td>15,000</td>
<td>14,200</td>
</tr>
<tr>
<td>49510-430 REFUSE DISPOSAL MISCELLANEOUS</td>
<td>0</td>
<td>19,216</td>
<td>4,496</td>
<td>0</td>
<td>4,971</td>
<td>20,000</td>
</tr>
<tr>
<td><strong>TOTAL REPAIR &amp; MAINTENANCE</strong></td>
<td>19,848</td>
<td>28,696</td>
<td>13,034</td>
<td>14,000</td>
<td>4,971</td>
<td>20,000</td>
</tr>
</tbody>
</table>

**NOTES:**
- Minimal on-site repairs anticipated, rent for new compost site $500 permits MPCA $0; LeSueur compost permit $250
- Rent tree spade $1,200; Rent Tub grinder for Kasota Site $6,000; Compost Screener $7,000

### TOTAL REFUSE DISPOSAL

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>662,736</td>
<td>676,622</td>
<td>679,995</td>
<td>685,686</td>
<td>434,307</td>
<td>648,150</td>
</tr>
</tbody>
</table>
### 03-ENVIRONMENTAL SERVICES FUND

#### PERSONNEL SERVICES

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>9520-100</td>
<td>ADMIN AND GENERAL WAGES -</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9520-101</td>
<td>ADMIN AND GENERAL WAGES -</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9520-102</td>
<td>ADMIN AND GENERAL CAR ALLO</td>
<td>570</td>
<td>570</td>
<td>570</td>
<td>761</td>
<td>570</td>
<td>570</td>
<td>676</td>
<td>676</td>
</tr>
<tr>
<td>9520-103</td>
<td>ADMIN AND GENERAL FICA CON</td>
<td>2,793</td>
<td>3,015</td>
<td>3,105</td>
<td>3,396</td>
<td>2,889</td>
<td>3,558</td>
<td>2,889</td>
<td></td>
</tr>
<tr>
<td>9520-104</td>
<td>ADMIN AND GENERAL PERA CON</td>
<td>2,928</td>
<td>2,397</td>
<td>2,435</td>
<td>2,525</td>
<td>2,813</td>
<td>3,092</td>
<td>2,813</td>
<td></td>
</tr>
<tr>
<td>9520-105</td>
<td>ADMIN AND GENERAL MEDICARE</td>
<td>534</td>
<td>570</td>
<td>591</td>
<td>658</td>
<td>434</td>
<td>590</td>
<td>676</td>
<td></td>
</tr>
<tr>
<td>9520-106</td>
<td>ADMIN AND GENERAL HEALTH I</td>
<td>7,300</td>
<td>8,820</td>
<td>9,100</td>
<td>10,087</td>
<td>7,636</td>
<td>10,380</td>
<td>12,766</td>
<td></td>
</tr>
<tr>
<td>9520-107</td>
<td>ADMIN AND GENERAL DENTAL I</td>
<td>634</td>
<td>654</td>
<td>671</td>
<td>601</td>
<td>502</td>
<td>601</td>
<td>585</td>
<td></td>
</tr>
<tr>
<td>9520-108</td>
<td>ADMIN AND GENERAL LIFE INS</td>
<td>13</td>
<td>13</td>
<td>12</td>
<td>13</td>
<td>9</td>
<td>13</td>
<td>13</td>
<td></td>
</tr>
<tr>
<td>9520-109</td>
<td>ADMIN AND GENERAL WORKERS</td>
<td>335</td>
<td>365</td>
<td>341</td>
<td>434</td>
<td>333</td>
<td>444</td>
<td>435</td>
<td></td>
</tr>
<tr>
<td>9520-110</td>
<td>ADMIN AND GENERAL PENSION</td>
<td>0</td>
<td>9,673</td>
<td>6,516</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
<td><strong>55,891</strong></td>
<td><strong>66,791</strong></td>
<td><strong>67,206</strong></td>
<td><strong>66,139</strong></td>
<td><strong>47,498</strong></td>
<td><strong>63,865</strong></td>
<td><strong>60,204</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PERMANENT NOTES:**

Director of Finance - 50% General Fund (Finance), 30% Electric, 5% Water, 5% Wastewater, 5% Environmental Services, 5% Stormwater

Computer Technicians - 70% General Fund (Finance), 10% Electric, 3% Water, 3% Wastewater, 3% Environmental Services, 3% Stormwater

Accountant & Accts Payable - 50% General Fund (Finance), 30% Electric, 5% Water, 5% Wastewater, 5% Environmental Services, 5% Stormwater

Account Clerk - 13% Water, 13% Wastewater, 14% Stormwater, 60% Electric

Director of Public Works - 42% Electric, 7% Water, 7% Wastewater, 7% Environmental Services, 7% Stormwater, 30% General Fund (Public Works Admin)

Executive Secretary - 50% Electric, 17% Water, 17% Wastewater, 16% Stormwater

Admin Secretary - 42% Electric, 7% Water, 7% Wastewater, 7% Environmental Services, 7% Stormwater, 30% General Fund (Public Works Admin)

Mechanic - Split - Water 4%, Wastewater 5.5%, Streets 36%, Parks 13%, Electric 26%, Environmental Services 6%, Stormwater 5.5%, Public Works Admin 4%

City Administrator - Water 4.25%, Wastewater 4.25%, Electric 25%, Environmental Services 2.5%, Stormwater 4%, Admin 60%

Maint Supt. - Environmental Services 20%

Work Study Student - Environmental Services 5%
## 603-ENVIRON SERVICES FUND
### ADMIN AND GENERAL EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OFFICE EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45420-200 ADMIN AND GENERAL OFFICE</td>
<td>686</td>
<td>860</td>
<td>1,024</td>
<td>800</td>
<td>586</td>
<td>800</td>
<td>800</td>
</tr>
<tr>
<td>45420-205 ADMIN AND GENERAL MISCELLANEOE</td>
<td>4,445</td>
<td>2,629</td>
<td>2,871</td>
<td>4,990</td>
<td>1,303</td>
<td>4,990</td>
<td>4,000</td>
</tr>
<tr>
<td>45420-210 ADMIN AND GENERAL OPERATING</td>
<td>212</td>
<td>204</td>
<td>178</td>
<td>500</td>
<td>4</td>
<td>152</td>
<td>500</td>
</tr>
<tr>
<td>45420-220 ADMIN AND GENERAL REPAIR &amp;</td>
<td>624</td>
<td>822</td>
<td>1,326</td>
<td>1,000</td>
<td>542</td>
<td>725</td>
<td>1,000</td>
</tr>
<tr>
<td><strong>TOTAL OFFICE EXPENSES</strong></td>
<td><strong>5,967</strong></td>
<td><strong>4,585</strong></td>
<td><strong>5,398</strong></td>
<td><strong>7,290</strong></td>
<td><strong>2,434</strong></td>
<td><strong>6,667</strong></td>
<td><strong>6,300</strong></td>
</tr>
<tr>
<td><strong>PROFESSIONAL SERVICES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45420-300 ADMIN AND GENERAL PROFESSIONAL</td>
<td>6,140</td>
<td>6,232</td>
<td>6,376</td>
<td>6,000</td>
<td>7,214</td>
<td>7,215</td>
<td>6,000</td>
</tr>
<tr>
<td>45420-310 ADMIN AND GENERAL TELEPHONE</td>
<td>974</td>
<td>756</td>
<td>611</td>
<td>1,030</td>
<td>394</td>
<td>610</td>
<td>1,030</td>
</tr>
<tr>
<td>45420-320 ADMIN AND GENERAL POSTAGE</td>
<td>32</td>
<td>45</td>
<td>1</td>
<td>50</td>
<td>0</td>
<td>25</td>
<td>50</td>
</tr>
<tr>
<td>45420-330 ADMIN AND GENERAL TRAVEL &amp;</td>
<td>2,386</td>
<td>1,666</td>
<td>1,776</td>
<td>2,500</td>
<td>1,963</td>
<td>2,500</td>
<td>2,500</td>
</tr>
<tr>
<td>45420-340 ADMIN AND GENERAL ADVERTIS</td>
<td>0</td>
<td>0</td>
<td>71</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>45420-350 ADMIN AND GENERAL LEGAL</td>
<td>0</td>
<td>0</td>
<td>43</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>45420-360 ADMIN AND GENERAL PRINTING</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>45420-370 ADMIN AND GENERAL INSURANCE</td>
<td>1,554</td>
<td>1,240</td>
<td>1,184</td>
<td>1,355</td>
<td>1,032</td>
<td>1,375</td>
<td>1,355</td>
</tr>
<tr>
<td>45420-380 ADMIN AND GENERAL UTILITIES</td>
<td>8,308</td>
<td>5,820</td>
<td>7,401</td>
<td>8,200</td>
<td>2,285</td>
<td>6,000</td>
<td>6,000</td>
</tr>
<tr>
<td><strong>TOTAL PROFESSIONAL SERVICES</strong></td>
<td><strong>19,394</strong></td>
<td><strong>15,759</strong></td>
<td><strong>17,463</strong></td>
<td><strong>19,135</strong></td>
<td><strong>12,888</strong></td>
<td><strong>17,725</strong></td>
<td><strong>16,935</strong></td>
</tr>
</tbody>
</table>

**PERMANENT NOTES:**
- Audit, ACH fees, Public Works staff split
- Financial Incode software maintenance $950; cartograph software maint $425.

### REPAIR & MAINTENANCE

<table>
<thead>
<tr>
<th></th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>45420-401 ADMIN AND GENERAL BLDG-REP</td>
<td>424</td>
<td>1,441</td>
<td>712</td>
<td>1,000</td>
<td>893</td>
<td>1,000</td>
<td>1,200</td>
</tr>
<tr>
<td>45420-404 ADMIN AND GENERAL EQUIPMENT</td>
<td>1,432</td>
<td>2,857</td>
<td>2,213</td>
<td>2,500</td>
<td>2,907</td>
<td>3,875</td>
<td>2,500</td>
</tr>
<tr>
<td>45420-430 ADMIN AND GENERAL MISCELLANEOE</td>
<td>565</td>
<td>817</td>
<td>716</td>
<td>700</td>
<td>616</td>
<td>700</td>
<td>850</td>
</tr>
<tr>
<td><strong>TOTAL REPAIR &amp; MAINTENANCE</strong></td>
<td><strong>2,420</strong></td>
<td><strong>5,114</strong></td>
<td><strong>3,640</strong></td>
<td><strong>4,200</strong></td>
<td><strong>4,416</strong></td>
<td><strong>5,575</strong></td>
<td><strong>4,550</strong></td>
</tr>
</tbody>
</table>

**PERMANENT NOTES:**
- 2 @ $40 = $80 MN Society of Arboriculture
- Arbor day foundation
- MN state horticulture Society
- Kasota compost permit
- Share of: epwa, free press, st peter herald, Chamber of Commerce.

**TOTAL ADMIN AND GENERAL**

<table>
<thead>
<tr>
<th></th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>83,672</td>
<td>92,249</td>
<td>93,707</td>
<td>96,764</td>
<td>67,236</td>
<td>93,832</td>
<td>95,989</td>
</tr>
</tbody>
</table>
## PROPOSED BUDGET WORKSHEET

**AS OF: SEPTEMBER 30TH, 2018**

### PROFESSIONAL SERVICES

<table>
<thead>
<tr>
<th>Code</th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>9525-100</td>
<td>9,497</td>
<td>10,642</td>
<td>10,473</td>
<td>9,583</td>
<td>8,044</td>
<td>10,631</td>
<td>9,822</td>
<td></td>
</tr>
<tr>
<td>9525-102</td>
<td>31</td>
<td>56</td>
<td>82</td>
<td>172</td>
<td>223</td>
<td>300</td>
<td>176</td>
<td></td>
</tr>
<tr>
<td>9525-121</td>
<td>694</td>
<td>802</td>
<td>803</td>
<td>745</td>
<td>575</td>
<td>765</td>
<td>750</td>
<td></td>
</tr>
<tr>
<td>9525-122</td>
<td>544</td>
<td>633</td>
<td>634</td>
<td>635</td>
<td>457</td>
<td>634</td>
<td>620</td>
<td></td>
</tr>
<tr>
<td>9525-126</td>
<td>127</td>
<td>148</td>
<td>148</td>
<td>144</td>
<td>107</td>
<td>148</td>
<td>145</td>
<td></td>
</tr>
<tr>
<td>9525-131</td>
<td>2,664</td>
<td>2,318</td>
<td>3,602</td>
<td>3,700</td>
<td>2,371</td>
<td>3,602</td>
<td>3,807</td>
<td></td>
</tr>
<tr>
<td>9525-132</td>
<td>218</td>
<td>257</td>
<td>245</td>
<td>250</td>
<td>173</td>
<td>245</td>
<td>172</td>
<td></td>
</tr>
<tr>
<td>9525-133</td>
<td>4</td>
<td>5</td>
<td>4</td>
<td>5</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>9525-151</td>
<td>55</td>
<td>60</td>
<td>58</td>
<td>60</td>
<td>54</td>
<td>58</td>
<td>74</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL PROFESSIONAL SERVICES**

|                     | 13,835 | 14,920 | 16,049 | 15,274 | 12,007 | 16,387 | 15,570 |

### OFFICE EXPENSES

<table>
<thead>
<tr>
<th>Code</th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>9525-200</td>
<td>999</td>
<td>987</td>
<td>940</td>
<td>1,000</td>
<td>629</td>
<td>929</td>
<td>1,000</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL OFFICE EXPENSES**

|                     | 999 | 987 | 940 | 1,000 | 629 | 929 | 1,000 |

### REPAIR & MAINTENANCE

<table>
<thead>
<tr>
<th>Code</th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>9525-404</td>
<td>1,900</td>
<td>1,807</td>
<td>1,801</td>
<td>2,000</td>
<td>2,084</td>
<td>2,780</td>
<td>2,000</td>
<td></td>
</tr>
<tr>
<td>9525-430</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL REPAIR & MAINTENANCE**

|                     | 1,900 | 1,807 | 1,801 | 2,000 | 2,084 | 2,780 | 2,000 |

### BAD DEBT

<table>
<thead>
<tr>
<th>Code</th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT BUDGET</th>
<th>Y-T-D ACTUAL</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>9525-904</td>
<td>209</td>
<td>101</td>
<td>132</td>
<td>100</td>
<td>0</td>
<td>100</td>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL BAD DEBT**

|                     | 209 | 101 | 132 | 100 | 0 | 100 | 100 |

**TOTAL CUSTOMER ACCOUNTS**

|                     | 24,918 | 26,516 | 27,385 | 26,944 | 19,539 | 27,558 | 27,240 |

---

**PERMANENT NOTES:**

- Billing Clerk & Acct Rec'bale Clerk - 60% Electric Utility, 10% Water Utility, 10% Wastewater Utility, 10% Storm, 10% Environmental Services.

- Annual Upgrade Billing Software Maintenance $1,630.
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REPAIR &amp; MAINTENANCE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation Expense (49970-420)</td>
<td>34,699</td>
<td>7,509</td>
<td>7,770</td>
<td>7,300</td>
<td>5,818</td>
<td>7,300</td>
<td>7,300</td>
<td>7,300</td>
</tr>
<tr>
<td>Total Repair &amp; Maintenance</td>
<td>34,699</td>
<td>7,509</td>
<td>7,770</td>
<td>7,300</td>
<td>5,818</td>
<td>7,300</td>
<td>7,300</td>
<td>7,300</td>
</tr>
<tr>
<td><strong>Total Depreciation Expense</strong></td>
<td>34,699</td>
<td>7,509</td>
<td>7,770</td>
<td>7,300</td>
<td>5,818</td>
<td>7,300</td>
<td>7,300</td>
<td>7,300</td>
</tr>
<tr>
<td></td>
<td>2015 ACTUAL</td>
<td>2016 ACTUAL</td>
<td>2017 ACTUAL</td>
<td>CURRENT BUDGET</td>
<td>Y-T-D ACTUAL</td>
<td>PROJECTED YEAR END</td>
<td>REQUESTED BUDGET</td>
<td>PROPOSED BUDGET</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>----------------</td>
<td>--------------</td>
<td>--------------------</td>
<td>-----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>GENT FEES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3980-611 INTEREST EXPENSE BOND INTER</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL AGENT FEES</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL INTEREST EXPENSE</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TRANSFERS AND CONTRIBUTIONS</td>
<td>2015 ACTUAL</td>
<td>2016 ACTUAL</td>
<td>2017 ACTUAL</td>
<td>CURRENT BUDGET</td>
<td>Y-T-D ACTUAL</td>
<td>PROJECTED YEAR END</td>
<td>REQUESTED BUDGET</td>
<td>PROPOSED BUDGET</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>----------------</td>
<td>--------------</td>
<td>-------------------</td>
<td>-----------------</td>
<td>----------------</td>
</tr>
<tr>
<td>9990-720 TRANSFERS AND CONTRIBUTIONS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL TRANSFERS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL TRANSFERS AND CONTRIBUTIONS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### CAPITAL-GENERAL PLANT

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PROFESSIONAL SERVICES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8310-300 CAPITAL-GENERAL PLANT PROF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL PROFESSIONAL SERVICES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAPITAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8310-520 CAPITAL-GENERAL PLANT BULL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8310-550 CAPITAL-GENERAL PLANT MOTO</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8310-580 CAPITAL-GENERAL PLANT OTH</td>
<td>2,402</td>
<td>5,321</td>
<td>0</td>
<td>61,000</td>
<td>638</td>
<td>61,000</td>
</tr>
<tr>
<td>TOTAL CAPITAL</td>
<td>2,402</td>
<td>5,321</td>
<td>0</td>
<td>61,000</td>
<td>638</td>
<td>61,000</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>808,427</td>
<td>808,217</td>
<td>808,857</td>
<td>877,694</td>
<td>527,537</td>
<td>837,840</td>
</tr>
</tbody>
</table>

**REVENUE OVER/(UNDER) EXPENDITURES**

<table>
<thead>
<tr>
<th>REVENUE OVER/(UNDER) EXPENDITURES</th>
<th>8,990</th>
<th>(42,318)</th>
<th>(43,565)</th>
<th>(39,768)</th>
<th>48,684</th>
<th>(65,284)</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>808,427</td>
<td>808,217</td>
<td>808,857</td>
<td>877,694</td>
<td>527,537</td>
<td>837,840</td>
</tr>
</tbody>
</table>
### 03-ENVIRON SERVICES FUND
### CAPITAL-GENERAL PLANT
### EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th>2015 ACTUAL</th>
<th>2016 ACTUAL</th>
<th>2017 ACTUAL</th>
<th>CURRENT Y-T-D BUDGET</th>
<th>PROJECTED YEAR END</th>
<th>REQUESTED BUDGET</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
</table>

**CURRENT YEAR NOTES:**
- Review Wages and Benefits with retirement of Dan Knight
### Environmental Services Fund

#### Revenues

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Other State Grants</td>
<td>326</td>
<td>326</td>
<td>326</td>
<td>326</td>
<td>2,311</td>
<td>367</td>
<td>326</td>
<td>326</td>
<td>326</td>
</tr>
<tr>
<td>Pension contributions-adjmt only</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>541</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Refuse Collection Fees</td>
<td>714,861</td>
<td>728,944</td>
<td>735,404</td>
<td>745,191</td>
<td>749,080</td>
<td>750,215</td>
<td>507,315</td>
<td>2,100</td>
<td>2,100</td>
</tr>
<tr>
<td>Garbage Bag Sales</td>
<td>1,819</td>
<td>2,809</td>
<td>1,668</td>
<td>2,057</td>
<td>1,738</td>
<td>1,687</td>
<td>1,687</td>
<td>1,687</td>
<td>1,687</td>
</tr>
<tr>
<td>Refuse Change-Outs</td>
<td>0</td>
<td>0</td>
<td>90</td>
<td>65</td>
<td>70</td>
<td>275</td>
<td>275</td>
<td>275</td>
<td>275</td>
</tr>
<tr>
<td>Special Assessments</td>
<td>-52,250</td>
<td>-17,014</td>
<td>19,714</td>
<td>53,823</td>
<td>-3,574</td>
<td>-1,008</td>
<td>6,357</td>
<td>3,100</td>
<td>3,100</td>
</tr>
<tr>
<td>Special Assessments - Interest</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Interest Earned</td>
<td>1,810</td>
<td>1,385</td>
<td>1,381</td>
<td>1,429</td>
<td>1,507</td>
<td>1,313</td>
<td>1,313</td>
<td>1,400</td>
<td>1,400</td>
</tr>
<tr>
<td>Refunds &amp; Reimbursements</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>8,910</td>
<td>3,320</td>
<td>3,056</td>
<td>4,031</td>
<td>4,639</td>
<td>2,841</td>
<td>2,780</td>
<td>2,000</td>
<td>2,000</td>
</tr>
<tr>
<td>Sale of Fixed Assets</td>
<td>495</td>
<td>0</td>
<td>440</td>
<td>643</td>
<td>195</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transfer from other Funds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>685,861</td>
<td>729,324</td>
<td>771,625</td>
<td>817,418</td>
<td>765,899</td>
<td>765,292</td>
<td>772,556</td>
<td>825,741</td>
<td>834,014</td>
</tr>
</tbody>
</table>

#### Expenditures

**Operations**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>97,494</td>
<td>95,222</td>
<td>98,378</td>
<td>126,159</td>
<td>121,474</td>
<td>128,898</td>
<td>107,525</td>
<td>63,484</td>
<td>65,389</td>
</tr>
<tr>
<td>Temporary Wages</td>
<td>7,319</td>
<td>7,674</td>
<td>1,996</td>
<td>4,413</td>
<td>514</td>
<td>2,351</td>
<td>3,000</td>
<td>10,988</td>
<td>11,318</td>
</tr>
<tr>
<td>Overtime</td>
<td>403</td>
<td>992</td>
<td>281</td>
<td>382</td>
<td>511</td>
<td>0</td>
<td>1,635</td>
<td>1,929</td>
<td>1,987</td>
</tr>
<tr>
<td>PERA</td>
<td>7,252</td>
<td>6,992</td>
<td>7,230</td>
<td>9,335</td>
<td>9,269</td>
<td>9,638</td>
<td>7,375</td>
<td>4,881</td>
<td>5,027</td>
</tr>
<tr>
<td>FICA</td>
<td>6,386</td>
<td>6,203</td>
<td>6,136</td>
<td>7,736</td>
<td>7,541</td>
<td>8,028</td>
<td>6,500</td>
<td>4,737</td>
<td>4,879</td>
</tr>
<tr>
<td>Medicare</td>
<td>1,493</td>
<td>1,451</td>
<td>1,419</td>
<td>1,809</td>
<td>1,764</td>
<td>1,877</td>
<td>1,515</td>
<td>1,108</td>
<td>1,141</td>
</tr>
<tr>
<td>Health</td>
<td>24,440</td>
<td>23,623</td>
<td>22,364</td>
<td>28,174</td>
<td>30,366</td>
<td>32,448</td>
<td>23,865</td>
<td>17,118</td>
<td>18,830</td>
</tr>
<tr>
<td>Dental</td>
<td>1,286</td>
<td>1,741</td>
<td>1,398</td>
<td>1,861</td>
<td>1,872</td>
<td>1,820</td>
<td>1,195</td>
<td>1,035</td>
<td>1,066</td>
</tr>
<tr>
<td>Life</td>
<td>51</td>
<td>53</td>
<td>43</td>
<td>53</td>
<td>54</td>
<td>52</td>
<td>52</td>
<td>23</td>
<td>24</td>
</tr>
<tr>
<td>Workers Comp</td>
<td>3,719</td>
<td>3,607</td>
<td>4,566</td>
<td>4,243</td>
<td>4,916</td>
<td>5,222</td>
<td>3,925</td>
<td>3,687</td>
<td>4,086</td>
</tr>
<tr>
<td>Misc. Employee Expenses</td>
<td>0</td>
<td>0</td>
<td>180</td>
<td>1,199</td>
<td>1,166</td>
<td>1,188</td>
<td>1,200</td>
<td>2,300</td>
<td>2,323</td>
</tr>
<tr>
<td>Garbage Bag Purchases</td>
<td>352</td>
<td>565</td>
<td>0</td>
<td>515</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Operating Supplies</td>
<td>17,788</td>
<td>19,184</td>
<td>26,037</td>
<td>22,477</td>
<td>18,679</td>
<td>23,643</td>
<td>23,643</td>
<td>91,500</td>
<td>92,415</td>
</tr>
<tr>
<td>Motor Fuel</td>
<td>16,380</td>
<td>13,147</td>
<td>10,107</td>
<td>9,820</td>
<td>8,905</td>
<td>8,383</td>
<td>6,000</td>
<td>6,000</td>
<td>6,180</td>
</tr>
<tr>
<td>Repair and Maintenance Supp.</td>
<td>1,917</td>
<td>435</td>
<td>0</td>
<td>34</td>
<td>411</td>
<td>1,131</td>
<td>1,865</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Services &amp; Collection-Disposal</td>
<td>149,006</td>
<td>160,527</td>
<td>172,568</td>
<td>184,912</td>
<td>186,905</td>
<td>183,336</td>
<td>186,809</td>
<td>188,677</td>
<td>188,677</td>
</tr>
<tr>
<td>Services &amp; Collection-Other</td>
<td>22,264</td>
<td>17,020</td>
<td>15,139</td>
<td>20,731</td>
<td>15,095</td>
<td>15,246</td>
<td>15,398</td>
<td>15,592</td>
<td>15,592</td>
</tr>
<tr>
<td>Travel &amp; Training</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2,631</td>
<td>2,631</td>
<td>1,300</td>
<td>1,313</td>
<td>1,313</td>
</tr>
<tr>
<td>Advertising</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>100</td>
<td>101</td>
</tr>
<tr>
<td>Legal Notices &amp; Publications</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>-------</td>
<td>----------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>----------------</td>
<td>-------------</td>
<td>--------------</td>
<td>--------------</td>
</tr>
<tr>
<td>603</td>
<td>Insurance</td>
<td>2,434</td>
<td>4,915</td>
<td>5,590</td>
<td>5,197</td>
<td>4,413</td>
<td>4,096</td>
<td>4,096</td>
<td>5,600</td>
</tr>
<tr>
<td>603</td>
<td>Repair &amp; Maint - Equipment</td>
<td>31,652</td>
<td>4,790</td>
<td>8,763</td>
<td>15,748</td>
<td>9,480</td>
<td>3,788</td>
<td>4,000</td>
<td>8,000</td>
</tr>
<tr>
<td>603</td>
<td>Repair &amp; Maint - Site</td>
<td>259</td>
<td>440</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,000</td>
</tr>
<tr>
<td>603</td>
<td>Equipment Rental</td>
<td>5</td>
<td>0</td>
<td>2,024</td>
<td>4,100</td>
<td>0</td>
<td>4,750</td>
<td>15,000</td>
<td>14,200</td>
</tr>
<tr>
<td>603</td>
<td>Miscellaneous</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>19,216</td>
<td>4,496</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Sub-Total: Operations</td>
<td>612,281</td>
<td>586,299</td>
<td>599,930</td>
<td>662,736</td>
<td>676,620</td>
<td>679,995</td>
<td>648,150</td>
<td>678,360</td>
</tr>
<tr>
<td>----------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>----------------</td>
<td>---------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Wages</td>
<td>33,882</td>
<td>34,533</td>
<td>37,466</td>
<td>41,309</td>
<td>40,580</td>
<td>41,875</td>
<td>45,045</td>
<td>46,361</td>
<td>47,752</td>
</tr>
<tr>
<td>Overtime</td>
<td>114</td>
<td>108</td>
<td>108</td>
<td>62</td>
<td>22</td>
<td>20</td>
<td>301</td>
<td>231</td>
<td>238</td>
</tr>
<tr>
<td>Car Allowance</td>
<td>780</td>
<td>623</td>
<td>570</td>
<td>570</td>
<td>570</td>
<td>570</td>
<td>761</td>
<td>784</td>
<td>784</td>
</tr>
<tr>
<td>PERA</td>
<td>2,520</td>
<td>2,512</td>
<td>2,634</td>
<td>2,793</td>
<td>2,989</td>
<td>3,105</td>
<td>3,396</td>
<td>3,487</td>
<td>3,592</td>
</tr>
<tr>
<td>FICA</td>
<td>2,093</td>
<td>2,090</td>
<td>2,141</td>
<td>2,282</td>
<td>2,435</td>
<td>2,525</td>
<td>2,625</td>
<td>2,889</td>
<td>2,976</td>
</tr>
<tr>
<td>Medicare</td>
<td>490</td>
<td>489</td>
<td>516</td>
<td>534</td>
<td>570</td>
<td>591</td>
<td>590</td>
<td>676</td>
<td>696</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>8,777</td>
<td>8,992</td>
<td>8,150</td>
<td>7,360</td>
<td>8,820</td>
<td>10,980</td>
<td>10,380</td>
<td>12,766</td>
<td>14,043</td>
</tr>
<tr>
<td>Dental Insurance</td>
<td>545</td>
<td>845</td>
<td>654</td>
<td>634</td>
<td>654</td>
<td>671</td>
<td>601</td>
<td>585</td>
<td>603</td>
</tr>
<tr>
<td>Life Insurance</td>
<td>13</td>
<td>14</td>
<td>14</td>
<td>13</td>
<td>13</td>
<td>12</td>
<td>13</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>Workers Comp.</td>
<td>714</td>
<td>329</td>
<td>371</td>
<td>335</td>
<td>365</td>
<td>341</td>
<td>444</td>
<td>435</td>
<td>448</td>
</tr>
<tr>
<td>Pension - adjt only</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>9,673</td>
<td>6,516</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>1,044</td>
<td>1,682</td>
<td>1,264</td>
<td>686</td>
<td>860</td>
<td>1,024</td>
<td>800</td>
<td>800</td>
<td>808</td>
</tr>
<tr>
<td>Misc. Employee Expenses</td>
<td>3,882</td>
<td>3,526</td>
<td>3,806</td>
<td>4,445</td>
<td>2,899</td>
<td>2,871</td>
<td>4,990</td>
<td>4,000</td>
<td>4,040</td>
</tr>
<tr>
<td>Operating Supplies</td>
<td>219</td>
<td>423</td>
<td>691</td>
<td>212</td>
<td>204</td>
<td>178</td>
<td>152</td>
<td>500</td>
<td>505</td>
</tr>
<tr>
<td>Repair &amp; Maint. Supplies</td>
<td>1,760</td>
<td>521</td>
<td>722</td>
<td>624</td>
<td>822</td>
<td>1,326</td>
<td>725</td>
<td>1,000</td>
<td>1,010</td>
</tr>
<tr>
<td>Professional Services</td>
<td>12,107</td>
<td>1,939</td>
<td>6,623</td>
<td>6,140</td>
<td>6,232</td>
<td>6,376</td>
<td>7,215</td>
<td>6,000</td>
<td>6,060</td>
</tr>
<tr>
<td>Telephone</td>
<td>1,089</td>
<td>1,002</td>
<td>1,003</td>
<td>974</td>
<td>756</td>
<td>611</td>
<td>610</td>
<td>1,030</td>
<td>1,040</td>
</tr>
<tr>
<td>Postage</td>
<td>0</td>
<td>3</td>
<td>2</td>
<td>32</td>
<td>45</td>
<td>1</td>
<td>25</td>
<td>50</td>
<td>51</td>
</tr>
<tr>
<td>Travel &amp; Training</td>
<td>1,049</td>
<td>1,550</td>
<td>1,578</td>
<td>2,386</td>
<td>1,666</td>
<td>1,776</td>
<td>2,500</td>
<td>2,500</td>
<td>2,525</td>
</tr>
<tr>
<td>Advertising</td>
<td>0</td>
<td>0</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>71</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Legal Notices &amp; Publications</td>
<td>0</td>
<td>107</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>43</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Printing &amp; Binding</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Insurance</td>
<td>664</td>
<td>1,071</td>
<td>1,351</td>
<td>1,554</td>
<td>1,240</td>
<td>1,184</td>
<td>1,375</td>
<td>1,365</td>
<td>1,369</td>
</tr>
<tr>
<td>Utilities</td>
<td>6,837</td>
<td>6,701</td>
<td>7,482</td>
<td>8,308</td>
<td>5,820</td>
<td>7,401</td>
<td>6,000</td>
<td>6,000</td>
<td>6,060</td>
</tr>
<tr>
<td>Repair &amp; Maint. - Buildings</td>
<td>1,521</td>
<td>1,412</td>
<td>1,270</td>
<td>424</td>
<td>1,441</td>
<td>712</td>
<td>1,000</td>
<td>1,200</td>
<td>1,212</td>
</tr>
<tr>
<td>Repair &amp; Maint. - Equipment</td>
<td>2,299</td>
<td>2,035</td>
<td>3,246</td>
<td>1,432</td>
<td>2,857</td>
<td>2,213</td>
<td>3,875</td>
<td>2,500</td>
<td>2,525</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dues &amp; Subscriptions</td>
<td>269</td>
<td>203</td>
<td>622</td>
<td>565</td>
<td>817</td>
<td>716</td>
<td>700</td>
<td>850</td>
<td>859</td>
</tr>
<tr>
<td>Sub-Total Admin. &amp; General</td>
<td>82,168</td>
<td>72,710</td>
<td>82,233</td>
<td>83,574</td>
<td>92,250</td>
<td>93,707</td>
<td>93,832</td>
<td>95,989</td>
<td>99,207</td>
</tr>
<tr>
<td>------------------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>---------------</td>
<td>---------------</td>
<td>---------------</td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Budget</td>
<td>Budget</td>
<td>Budget</td>
</tr>
<tr>
<td>Wages</td>
<td>11,619</td>
<td>9,273</td>
<td>9,290</td>
<td>9,497</td>
<td>10,642</td>
<td>10,473</td>
<td>10,631</td>
<td>9,822</td>
<td>10,117</td>
</tr>
<tr>
<td>Overtime</td>
<td>163</td>
<td>5</td>
<td>0</td>
<td>31</td>
<td>56</td>
<td>82</td>
<td>300</td>
<td>176</td>
<td>181</td>
</tr>
<tr>
<td>PERA</td>
<td>719</td>
<td>674</td>
<td>669</td>
<td>694</td>
<td>802</td>
<td>803</td>
<td>765</td>
<td>750</td>
<td>773</td>
</tr>
<tr>
<td>FICA</td>
<td>575</td>
<td>539</td>
<td>518</td>
<td>544</td>
<td>633</td>
<td>634</td>
<td>634</td>
<td>620</td>
<td>639</td>
</tr>
<tr>
<td>Medicare</td>
<td>134</td>
<td>126</td>
<td>121</td>
<td>127</td>
<td>148</td>
<td>148</td>
<td>148</td>
<td>145</td>
<td>148</td>
</tr>
<tr>
<td>Dental Insurance</td>
<td>161</td>
<td>238</td>
<td>225</td>
<td>218</td>
<td>257</td>
<td>245</td>
<td>245</td>
<td>172</td>
<td>177</td>
</tr>
<tr>
<td>Life Insurance</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Worker's Compensation</td>
<td>57</td>
<td>54</td>
<td>47</td>
<td>55</td>
<td>60</td>
<td>58</td>
<td>58</td>
<td>74</td>
<td>78</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>940</td>
<td>1,353</td>
<td>654</td>
<td>989</td>
<td>987</td>
<td>940</td>
<td>929</td>
<td>1,000</td>
<td>1,010</td>
</tr>
<tr>
<td>Professional Services</td>
<td>1,850</td>
<td>1,682</td>
<td>2,333</td>
<td>2,171</td>
<td>2,476</td>
<td>2,581</td>
<td>2,581</td>
<td>2,600</td>
<td>2,626</td>
</tr>
<tr>
<td>Postage</td>
<td>5,235</td>
<td>5,354</td>
<td>5,466</td>
<td>5,563</td>
<td>5,654</td>
<td>5,678</td>
<td>4,560</td>
<td>5,700</td>
<td>5,757</td>
</tr>
<tr>
<td>Travel and Training</td>
<td>0</td>
<td>13</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>50</td>
<td>51</td>
</tr>
<tr>
<td>Printing &amp; Binding</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>37</td>
<td>4</td>
<td>43</td>
<td>60</td>
<td>50</td>
<td>51</td>
</tr>
<tr>
<td>Insurance</td>
<td>105</td>
<td>238</td>
<td>361</td>
<td>214</td>
<td>166</td>
<td>161</td>
<td>161</td>
<td>170</td>
<td>172</td>
</tr>
<tr>
<td>Repair &amp; Maint. - Equipment</td>
<td>1,633</td>
<td>1,617</td>
<td>1,554</td>
<td>1,900</td>
<td>1,807</td>
<td>1,801</td>
<td>2,780</td>
<td>2,000</td>
<td>2,020</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Bad Debt Expense</td>
<td>133</td>
<td>15</td>
<td>209</td>
<td>101</td>
<td>132</td>
<td>100</td>
<td>100</td>
<td>101</td>
<td>101</td>
</tr>
<tr>
<td>Sub-Total: Customer Accounts</td>
<td>26,465</td>
<td>24,883</td>
<td>24,663</td>
<td>24,917</td>
<td>26,516</td>
<td>27,385</td>
<td>27,558</td>
<td>27,240</td>
<td>28,090</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>683,892</td>
<td>708,886</td>
<td>771,327</td>
<td>795,386</td>
<td>801,087</td>
<td>769,540</td>
<td>801,589</td>
<td>815,934</td>
<td>815,934</td>
</tr>
<tr>
<td>Operating Income (loss):</td>
<td>45,432</td>
<td>64,739</td>
<td>46,091</td>
<td>(29,487)</td>
<td>(35,795)</td>
<td>(3,016)</td>
<td>24,152</td>
<td>18,080</td>
<td>18,080</td>
</tr>
<tr>
<td>Depreciation</td>
<td>4,033</td>
<td>17,627</td>
<td>57,338</td>
<td>34,699</td>
<td>7,509</td>
<td>7,770</td>
<td>7,300</td>
<td>7,300</td>
<td>7,300</td>
</tr>
<tr>
<td>Bond Interest Payments</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Operating Transfer</td>
<td>3,486</td>
<td>466</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Expenditure Total for Income Statement:</td>
<td>728,433</td>
<td>701,985</td>
<td>784,224</td>
<td>805,026</td>
<td>802,895</td>
<td>808,857</td>
<td>776,840</td>
<td>808,889</td>
<td>825,934</td>
</tr>
<tr>
<td>NET INCOME:</td>
<td>-42,572</td>
<td>27,339</td>
<td>7,401</td>
<td>11,392</td>
<td>-36,996</td>
<td>-43,565</td>
<td>-4,284</td>
<td>16,852</td>
<td>8,080</td>
</tr>
<tr>
<td>Capital - General Plant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Services</td>
<td>449</td>
<td>7,788</td>
<td>280</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5,000</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicles</td>
<td>0</td>
<td>0</td>
<td>23,510</td>
<td>5,749</td>
<td>0</td>
<td>0</td>
<td>25,000</td>
<td>0</td>
<td>45,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>2,847</td>
<td>90,774</td>
<td>863</td>
<td>2,402</td>
<td>5,321</td>
<td>0</td>
<td>31,000</td>
<td>16,000</td>
<td>16,000</td>
</tr>
</tbody>
</table>

10/24/2018
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual Bond</td>
<td>3,096</td>
<td>98,562</td>
<td>24,653</td>
<td>8,151</td>
<td>5,321</td>
<td>0</td>
<td>61,000</td>
<td>16,000</td>
<td>61,000</td>
</tr>
<tr>
<td>Proposed Bond</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Payments on</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bonds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>------</td>
<td>------</td>
<td>------</td>
<td>------</td>
<td>------</td>
<td>------</td>
<td>-----------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Net Income (loss)</td>
<td>(42,572)</td>
<td>27,339</td>
<td>7,401</td>
<td>11,392</td>
<td>(36,968)</td>
<td>(43,565)</td>
<td>(4,284)</td>
<td>16,852</td>
<td>8,080</td>
</tr>
<tr>
<td>Add depreciation</td>
<td>4,033</td>
<td>17,627</td>
<td>57,338</td>
<td>34,699</td>
<td>7,509</td>
<td>7,770</td>
<td>7,300</td>
<td>7,300</td>
<td>10,000</td>
</tr>
<tr>
<td>Total</td>
<td>(38,539)</td>
<td>44,966</td>
<td>64,739</td>
<td>46,091</td>
<td>(29,467)</td>
<td>(35,795)</td>
<td>3,016</td>
<td>24,152</td>
<td>18,080</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of fixed assets</td>
<td>(3,096)</td>
<td>(98,562)</td>
<td>(24,653)</td>
<td>(8,151)</td>
<td>(5,321)</td>
<td>0</td>
<td>(61,000)</td>
<td>(16,000)</td>
<td>(61,000)</td>
</tr>
<tr>
<td>Change in assets and liabilities</td>
<td>(20,772)</td>
<td>18,562</td>
<td>(21,053)</td>
<td>15,513</td>
<td>(2,117)</td>
<td>(1,388)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Principal payments of long-term debt</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Bond Proceeds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>(23,868)</td>
<td>(80,000)</td>
<td>(45,706)</td>
<td>7,362</td>
<td>(7,438)</td>
<td>(1,388)</td>
<td>(61,000)</td>
<td>(16,000)</td>
<td>(61,000)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Net increase (decrease) in cash</td>
<td>(62,407)</td>
<td>(35,034)</td>
<td>19,033</td>
<td>53,453</td>
<td>(36,925)</td>
<td>(37,183)</td>
<td>(57,984)</td>
<td>8,152</td>
<td>42,920</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash balance - December 31</td>
<td>162,953</td>
<td>127,919</td>
<td>148,952</td>
<td>200,405</td>
<td>163,480</td>
<td>126,298</td>
<td>68,313</td>
<td>76,466</td>
<td>33,546</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent of same year operations</td>
<td>23.2%</td>
<td>16.7%</td>
<td>18.2%</td>
<td>25.0%</td>
<td>20.2%</td>
<td>16.3%</td>
<td>8.4%</td>
<td>9.3%</td>
<td>4.1%</td>
</tr>
</tbody>
</table>
### Environmental Services Fund

#### Statement of Sources and Applications of Cash

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Income (loss)</td>
<td>(42,572)</td>
<td>27,339</td>
<td>7,401</td>
<td>11,392</td>
<td>(36,966)</td>
<td>(43,565)</td>
<td>(4,284)</td>
<td>16,852</td>
<td>8,080</td>
</tr>
<tr>
<td>Add depreciation</td>
<td>4,033</td>
<td>17,627</td>
<td>57,338</td>
<td>34,699</td>
<td>7,509</td>
<td>7,770</td>
<td>7,300</td>
<td>7,300</td>
<td>10,000</td>
</tr>
<tr>
<td>Total</td>
<td>(38,539)</td>
<td>44,966</td>
<td>64,739</td>
<td>46,091</td>
<td>(29,487)</td>
<td>(35,795)</td>
<td>3,016</td>
<td>24,152</td>
<td>18,080</td>
</tr>
</tbody>
</table>

#### Application of Cash:

| Purchase of fixed assets      | (3,096)  | (98,562) | (24,653) | (8,151)  | (5,321)  | 0        | (61,000)  | (16,000) | (61,000) |
| Change in assets and liabilities| (20,772) | 18,562   | (21,053) | 15,513   | (2,117)  | (1,388)  | 0         | 0        | 0        |
| Principal payments of long-term debt | 0    | 0        | 0        | 0        | 0        | 0        | 0         | 0        | 0        |
| Bond Proceeds                 | 0        | 0        | 0        | 0        | 0        | 0        | 0         | 0        | 0        |
| Total                         | (23,868) | (80,000) | (45,706) | 7,362    | (7,438)  | (1,388)  | (61,000)  | (16,000) | (61,000) |

| Net increase (decrease) in cash | (62,407) | (35,034) | 19,033   | 53,453   | (36,925) | (37,183) | (57,984)  | 8,152    | (42,920) |

| Cash balance - January 1       | 225,360  | 162,953  | 127,919  | 146,952  | 200,405  | 163,480  | 126,298   | 68,313   | 76,466   |
| Cash balance - December 31     | 162,953  | 127,919  | 146,952  | 200,405  | 163,480  | 126,298  | 68,313    | 76,466   | 33,546   |

#### Percent:

- Percent of next year operations: 23.2% 16.7% 18.2% 25.0% 20.2% 16.3% 8.4% 9.3% 4.1%
- Percent of same year operations:
<table>
<thead>
<tr>
<th>Enviro Services</th>
<th>Cost Per Month</th>
<th># Customers/Units</th>
<th>Monthly Revenue</th>
<th>Annual Rev % of Rev</th>
<th>Annual Increase per customer</th>
<th>Monthly Increase per customer</th>
<th>monthly increase %</th>
<th>Monthly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Detached Family unit 95</td>
<td>$ 8.63</td>
<td>2,589</td>
<td>$ 22,343.07</td>
<td>84.96%</td>
<td>$ 42,478.92</td>
<td>16.4075</td>
<td>1.37</td>
<td>$ 10.00</td>
</tr>
<tr>
<td>Single Business 96</td>
<td>$ 8.63</td>
<td>145</td>
<td>$ 1,251.35</td>
<td>4.76%</td>
<td>$ 2,379.08</td>
<td>16.4075</td>
<td>1.37</td>
<td>$ 10.00</td>
</tr>
<tr>
<td>Multiple unit 5 and under - per Unit 97</td>
<td>$ 2.16</td>
<td>389</td>
<td>$ 840.24</td>
<td>3.19%</td>
<td>$ 1,597.47</td>
<td>4.1065</td>
<td>0.34</td>
<td>$ 2.50</td>
</tr>
<tr>
<td>Multiple unit over 5 - on house acct 98</td>
<td>$ 21.58</td>
<td>54</td>
<td>$ 1,165.32</td>
<td>4.43%</td>
<td>$ 2,215.52</td>
<td>41.0282</td>
<td>3.42</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>Ind'V/Institutional - on house acct 99</td>
<td>$ 25.89</td>
<td>27</td>
<td>$ 699.03</td>
<td>2.66%</td>
<td>$ 1,329.00</td>
<td>49.2224</td>
<td>4.11</td>
<td>$ 30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refuse Collection</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Volume Based</td>
<td>$ 6.58</td>
<td>119</td>
<td>$ 783.02</td>
<td>1.97%</td>
<td>$ 153.98</td>
<td>1.2939</td>
<td>0.11</td>
<td>$ 6.69</td>
</tr>
<tr>
<td>60 Gallon Cart</td>
<td>$ 12.61</td>
<td>2,087</td>
<td>$ 26,317.07</td>
<td>65.35%</td>
<td>$ 5,175.09</td>
<td>2.4797</td>
<td>0.21</td>
<td>$ 12.82</td>
</tr>
<tr>
<td>90 Gallon Cart</td>
<td>$ 15.59</td>
<td>806</td>
<td>$ 12,565.54</td>
<td>31.88%</td>
<td>$ 2,470.94</td>
<td>3.0857</td>
<td>0.26</td>
<td>$ 15.85</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Tons</td>
<td>Pounds</td>
<td># of Residents</td>
<td>Avg. lbs per Resident</td>
<td>Date</td>
<td>Tons</td>
<td>Pounds</td>
<td># of Residents</td>
</tr>
<tr>
<td>---------</td>
<td>----------</td>
<td>-----------</td>
<td>----------------</td>
<td>-----------------------</td>
<td>---------</td>
<td>----------</td>
<td>-----------</td>
<td>----------------</td>
</tr>
<tr>
<td>Jan</td>
<td>176.51</td>
<td>353,020</td>
<td>2973</td>
<td>118.742</td>
<td>Jan</td>
<td>158.859</td>
<td>317,718</td>
<td>2973</td>
</tr>
<tr>
<td>Feb</td>
<td>134.27</td>
<td>268,540</td>
<td>2955</td>
<td>90.876</td>
<td>Feb</td>
<td>120.843</td>
<td>241,686</td>
<td>2955</td>
</tr>
<tr>
<td>Mar</td>
<td>148.53</td>
<td>297,060</td>
<td>2960</td>
<td>100.358</td>
<td>Mar</td>
<td>133.677</td>
<td>267,354</td>
<td>2960</td>
</tr>
<tr>
<td>April</td>
<td>174.32</td>
<td>348,640</td>
<td>2972</td>
<td>117.308</td>
<td>April</td>
<td>156.888</td>
<td>313,776</td>
<td>2972</td>
</tr>
<tr>
<td>May</td>
<td>217.12</td>
<td>434,240</td>
<td>2991</td>
<td>145.182</td>
<td>May</td>
<td>195.408</td>
<td>390,816</td>
<td>2991</td>
</tr>
<tr>
<td>Jun</td>
<td>177.14</td>
<td>354,280</td>
<td>2995</td>
<td>118.290</td>
<td>Jun</td>
<td>159.426</td>
<td>318,852</td>
<td>2995</td>
</tr>
<tr>
<td>July</td>
<td>205.55</td>
<td>411,100</td>
<td>2999</td>
<td>137.079</td>
<td>July</td>
<td>184.995</td>
<td>369,990</td>
<td>2999</td>
</tr>
<tr>
<td>Aug</td>
<td>187.72</td>
<td>375,440</td>
<td>3006</td>
<td>124.897</td>
<td>Aug</td>
<td>168.948</td>
<td>337,896</td>
<td>3006</td>
</tr>
<tr>
<td>Sep</td>
<td>181.94</td>
<td>363,880</td>
<td>3012</td>
<td>120.810</td>
<td>Sep</td>
<td>163.746</td>
<td>327,492</td>
<td>3012</td>
</tr>
<tr>
<td>Oct</td>
<td>-</td>
<td>#DIV/0!</td>
<td>Oct Proj</td>
<td>176.444</td>
<td>Oct Proj</td>
<td>165.8696</td>
<td>331,739</td>
<td>2988</td>
</tr>
<tr>
<td>Nov</td>
<td>-</td>
<td>#DIV/0!</td>
<td>Nov Proj</td>
<td>165.8696</td>
<td>Nov Proj</td>
<td>130.2308</td>
<td>260,462</td>
<td>2984</td>
</tr>
<tr>
<td>Dec</td>
<td>-</td>
<td>#DIV/0!</td>
<td>Dec Proj</td>
<td>130.2308</td>
<td>Dec Proj</td>
<td>130.2308</td>
<td>260,462</td>
<td>2984</td>
</tr>
</tbody>
</table>
Average LBS Refuse per Resident

% Change From 2016

2016 2017 2018

118.01 118.98 119.28

0.8% 1.1%

0.012 0.01 0.008 0.006 0.004 0.002 0.000
REFUSE

Jan  Feb  Mar  April  May  Jun  July  Aug  Sep  Oct  Nov  Dec

REFUSE 2016 Pounds
REFUSE 2017 Pounds
REFUSE 2018 Pounds
Linear (REFUSE 2018 Pounds)
<table>
<thead>
<tr>
<th>Year</th>
<th>Average LBS Recycling per Resident</th>
<th>% Change from 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>35.97</td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>36.75</td>
<td>2.2%</td>
</tr>
<tr>
<td>2018</td>
<td>43.36</td>
<td>20.6%</td>
</tr>
</tbody>
</table>
Recycling

Jan    Feb    Mar    Apr    May    Jun    Jul    Aug    Sep    Oct    Nov    Dec

Pounds 2016    Pounds 2017    Pounds 2018    Linear (Pounds 2018)
Average LBS recycled per Resident

- Recycling 2016
- Recycling 2017
- Recycling 2018
- Linear (Recycling 2018)
TO: Honorable Mayor Zieman  
Members of the City Council  
FROM: Todd Prafke  
City Administrator  
RE: Big Five Projects  

ACTION/RECOMMENDATION  

None needed. For your information and discussion only.  

BACKGROUND  

This is an excerpt from the May 2017 Goal Session report giving direction to staff related to the largest General Fund and potential levy impacting projects that you have queued up for some level of activity.  

Council discussed its' ongoing desire to prioritize potential building projects and concluded that the priorities were:  

#1 - Pavilion  
#2 - Fire Hall  
#3 - City Hall  
#4 - additional park facilities  
#5 - cooperative indoor recreational facilities  

Staff was directed to move the pavilion forward and prioritize it above other projects largely, but not solely, based on the grant funding received from the State and the need to encumber that money in a relatively short time farm; and to continue to do work on the Fire Hall. Debt and maybe cash would be used to finance Pavilion activities.  

My goal in having this on your agenda is to make sure this still rings true to you and is the direction you want us to go. Now that the Hospital expansion is up and running I will have more time to devote to the effort of planning including working with consultants, project financing and financial planning and you will see the pace on these steady a bit.  

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

TP/bal
July 30, 2018

City of Saint Peter
Todd Prafke, City Administrator
Sally Vogel, Director of Finance
227 South Front Street
Saint Peter, MN 56082

RE: Capital Project Financing

Dear Todd & Sally:

The purpose of this letter is to update project information to assist in goal setting discussions for future City facilities. The projects and cost assumptions used in this analysis include the following: 1) a park pavilion project at an estimated cost of $1.39 million ($200,000 to be funded with legacy funds); and 2) a fire station at an estimated cost of $8 million; and 3) A discussion on when borrowing capacity may be available to fund a city hall project, parks projects and fieldhouse improvements.

Park Pavilion:
Based on discussions with Bond Counsel, I would recommend the issuance of General Obligation Tax Abatement Bonds for funding a portion of the park pavilion project planned for Minnesota Square Park. Tax abatement bonds can have a maximum term of 20-years (principal payments) and would provide the City with the most cost effective financing alternative to fund that portion of the project costs that are not funded by the legacy grant.

A public hearing is required for the issuance of tax abatement bonds and as a part of this process, the public hearing notice and tax abatement resolution must list parcel I.D.#'s from parcels that benefit from the proposed project. Additionally, the parcels listed must pay sufficient city tax to cover the principal payments on the proposed tax abatement bonds. The issuance of tax abatement bonds does not impact the listed parcels any differently than other like properties within the community other than the City would not be able to abate the taxes on those parcels for other purposes, or create a TIF District that would include those parcels during the term of the obligation.

Based on 2018 levies and tax rates, the tax impacts for the issuance of $1,190,000 in G.O. Tax Abatement Bonds with a 20-year term and an interest rate of 3.5% would include the following:
Fire Station:
Under Minnesota Statute 475.521 a community may issue Capital Improvement Plan (CIP) bonds for acquisition or betterment of public lands, buildings or other improvements for the purpose of a city hall, town hall, library, public safety facility, and public works facility. The bonds must be approved by an affirmative vote of three-fifths of the members of a five-member governing body. Prior to issuing bonds under this Statute, the City must publish a notice of its intention to issue the bonds and hold a public hearing to receive public comment. The notice must be published in the official newspaper of the municipality at least 14 but not more than 28 days before the date of the hearing. If a petition requesting a vote on the issuance of bonds is signed by voters equal to five percent of the votes cast in the municipality in the last general election, and is filed with the clerk within 30 days after the public hearing, the City must then hold a referendum to authorize the issuance of bonds (referred to as reverse referendum).

As a part of this process the City must also adopt a 5-year capital improvement plan related to the use of Capital Improvement Plan Bonds. The plan answers statutory questions regarding the proposed project and may be amended in the future to add other projects for which the City may issue CIP Bonds. The capital improvement plan would be drafted by your municipal advisor as a part of the process for issuing bonds.

Capital Improvement Plan Bonds are subject to the net debt limit and have an additional debt capacity limit of 0.16 percent of the taxable market value of property in the municipality for annual principal and interest payments which would limit the City to approximately $762,000 per year in annual debt service payments on this type of debt.

Staff has also researched the implementation of a local sales tax to assist in funding a new fire station. The process for implementing a sales tax requires both local voter approval and legislative approval for implementation. Bond Counsel has indicated that several communities received sales tax approval for similar local projects in recent legislative sessions. The MN Department of Revenue has estimated that a sales tax would produce about $260,000 in annual revenue if enacted in the City of Saint Peter.

A significant exercise of capital project planning is evaluating opportunities to initiate new projects when past projects are being paid off. As the community center debt which is property tax supported will be retired in 2020, it is anticipated that a portion of that levy will be available for a fire station project. If we look at a funding scenario for an $8 million project financed over 30-
years at approximately 4.75%, the property tax increase over projected rates for that project would be analyzed as follows:

$505,675 – Estimated Annual Debt Service
($260,000) – LESS sales tax revenue
($80,000) – LESS former Community Center Levy

$185,675 – Additional levy required for debt service

The impact of the added $185,675 in property tax levy would have the following projected impact:

<table>
<thead>
<tr>
<th>Assessor’s Market Value (Residential Property)</th>
<th>Current City Tax:</th>
<th>Projected City Tax:</th>
<th>Projected Increase:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$75,000</td>
<td>$225.17</td>
<td>$240.65</td>
<td>$15.48</td>
</tr>
<tr>
<td>$100,000</td>
<td>$358.07</td>
<td>$382.68</td>
<td>$24.61</td>
</tr>
<tr>
<td>$150,000</td>
<td>$630.78</td>
<td>$674.13</td>
<td>$43.35</td>
</tr>
<tr>
<td>$200,000</td>
<td>$903.49</td>
<td>$965.58</td>
<td>$62.09</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assessor’s Market Value (Commercial Property)</th>
<th>Current City Tax:</th>
<th>Projected City Tax:</th>
<th>Projected Increase:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$200,000.00</td>
<td>$1,626.23</td>
<td>$1,738.00</td>
<td>$111.77</td>
</tr>
<tr>
<td>$500,000.00</td>
<td>$4,628.51</td>
<td>$4,946.61</td>
<td>$318.10</td>
</tr>
<tr>
<td>$1,000,000.00</td>
<td>$9,632.31</td>
<td>$10,294.31</td>
<td>$661.99</td>
</tr>
</tbody>
</table>

City Hall, Parks & Fieldhouse - Mitigation of Tax Impact:

In reviewing existing debt of the City, the most likely opportunity for offset of debt service payments will occur in 2020 when tax increment debt is retired. The City may have the opportunity to shut down portions of housing TIF Districts and benefit from the underlying tax base which would assist in supporting new debt service payments. Depending on how the Traverse Green Subdivision progresses, it also may be determined that it is appropriate to continue to keep the old housing districts active so that they can assist with the Traverse Green project debt service fund if needed ($150,000/year).

TIF District 1-10 (Nicollet Meadows) is required by Statute to decertify at the end of 2027. That district presently captures $223,539 in local tax capacity which would generate about $111,000 in local tax at current tax rates. With the exception of reimbursement obligations on Central Square and the SWMHP project in Nicollet Meadows, much of this tax base would be available prior to 2027 once interfund loan obligations are repaid. It is anticipated that interfund loan payments could be retired in 2025 if revenues are not required for other projects.

TIF District 1-15 (Washington Terrace) is required by Statute to decertify at the end of 2031. This district presently captures $124,914 in local tax capacity which would generate about $62,500 in City property tax at pay 2018 tax rates. This district is making debt service payments on project related debt that will be paid off on February 1, 2020. After that time, revenues could be used to assist with the Traverse Green Project or the TIF district could be decertified making that tax base/levy available for other purposes. When the tax base in Nicollet Meadows and
Washington Terrace becomes available, it will support debt service payments of approximately
$173,500/year which equates to $2,750,000 in debt financed over 30-years at 4.75%.

Thank you for your time and consideration of this material. Please feel free to contact me if you
would like to discuss this information in additional detail.

Sincerely,

[Signature]

Shannon Sweeney, Associate
David Drown Associates, Inc.
TO: Honorable Mayor Zieman
Members of the City Council

FROM: Todd Prafke
City Administrator

RE: Pavilion Update

DATE: 9/19/18

ACTION/RECOMMENDATION

Approve the attached resolution directing staff to prepare specifications and solicit bids in two phases for the demolition of the current pavilion and construction of the new pavilion based on the recommended Option #2 Wood framed 8,056 square foot project. Staff is further directed to initiate the hearing process for establishment of General Obligation Tax Abatement bonds.

BACKGROUND

The Council has been engaged in the project to replace the Minnesota Square Park Pavilion for some time now. You have undertaken a number of actions, received State Funds, hired consultants and generally continued to move the project forward.

In addition, the Council appointed the Value Engineering Review (Best Value) Committee and they have been working towards their mission over the last number of months. Based on their mission, they have made a recommendation to the Council that was reviewed at your workshop. The mission of that group was to review ideas related to materials and constructability that may reduce costs of the Pavilion, while maintaining the use and aesthetic standards set by the 33 members of the Pavilion Task Force.

Eric Oleson from the architectural firm of Oleson + Hobbie and Construction Management Consultant Scott Umhoffer of R.W Carlstrom were at your workshop, to provide full updates on a number of things including:

- Costs
- Design
- Time line
- Process

The Committee took additional time to review seven specific issues that are a major part of the cost modifications from later 2017 to today. Those seven areas are:

- Perimeter lighting
- Concrete
- The Brows
• Reduction in overall height and its impact on structural costs and design
• Second Storage Room
• Potential reduction in total square footage
• Roofing Materials

Time was also included on the workshop agenda to remind members about the process for acceptance of donations for the project. In addition the Council discussed the plan for a financing process using General Obligation Tax Abatement Bonds that you have previously discussed with Shannon Sweeney from David Drown and Associates.

You will find a number of documents attached. They include a current full budget, timeline, images of the past and proposed design, and some financing process information.

FISCAL IMPACT:

The impact of moving forward will be fully known at the time of approval of bids. The debt service projections only show State Grant funding with no additional donations but as you may know the project has received other financial commitments of in excess of $100,000 plus an additional $100,000 in reserves you have committed to the project. So your current debt issuance based on the budget is at $1.2 million. Again the calculation shows is for $1.4 with no donations shown. The more donations the community provides, the lower amount you will need to debt service and the less impact on property taxes.

Process moving forward

If you approve the attached resolution a number of actions will take place:

• First, the specification for the footing foundations and demo work will be put together and the solicitation of the first phase bids process will start.
• I will schedule meetings with some of the larger user groups to update them on the progress and process.
• Your consultants will continue to work on the superstructure and the Council will be consulted on colors, materials and other items before the second phase of bidding occurs.
• Date, times and notification will start related to the issuance of debt. As you may recall, we don’t expect that issuance until later this year or early next year, so we have some time to reduce that number with the help of community donations. Council will receive bids on first phase. Members will later see bids on second phase based on the choices that are yet to be made.
• Hearing for debt issuance will take place and debt will be issued based on bids and donations at the appropriate time around the first of the year.

ALTERNATIVES AND VARIATIONS:
Do not act. While you do not need to act, you are in an appropriate timeline to take action. While a short delay to get or review action information may not be significant, an extended delay may mean your timeline is not met which may have cost implications as we discussed at workshop.
Negative vote. Staff will assume, without further direction, that you plan to stop the project. We will settle up with your consultants based on the work they have preform thus far and will wait for further direction.
Modification of the Resolution. This is always an option of the Council.
Again we want to thank the Committee members who participated in this review process and they are:

PARKS BOARD
  Larry Potts
  Ryan Kupcho
CONSTRUCTION SPECIALIST
  Arnie Nimps
ELECTED OFFICIALS:
  Mayor Zieman
  Councilmember Pfeifer
RW CARLSTROM:
OLESON + HOBBIE ARCHITECTS
STAFF:
  City Administrator Praike
  Recreation and Leisure Services Director Timmerman/Schugel
  Public Works Director Moulton

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

TP/bal
CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2018 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION AUTHORIZING DEVELOPMENT OF PLANS AND SPECIFICATIONS AND RECEIPT OF BIDS FOR 2018 MINNESOTA SQUARE PARK PAVILION PROJECT

WHEREAS, the City Council wishes to move forward with a plan to replace the Minnesota Square Park pavilion; and

WHEREAS, following initial design work, a Best Value Committee was created to review opportunities for cost savings, work with the design team keeping to the atheistic and using priorities from the original task force to establish a 90+% design; and

WHEREAS, the Committee has completed its work and provided a recommendation to the City Council on a revised design for the project; and

WHEREAS, the City Council wishes to move forward with the project.

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

1. Staff is directed to provide for preparation of plans and specifications.

2. The bidding shall be completed in two phases:
   • Demolition of the existing structure, footings, foundations and possibly superstructure
   • Construction of a new pavilion based on the recommended Option #2 Wood framed 8,056 square foot project.

3. Staff is further directed to initiate the hearing process for issuance of General Obligation Tax Abatement bonds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 24th day of September, 2018.

Charles Zieman
Mayor

ATTEST:

______________________________
Todd Prafke
City Administrator
2018 Taskforce Plan Concept

2018 - Final Concept - Building Plan

Covered Seating – 8,072 sf (268 seats)
- Seating for tables and chairs
- Large & Small group gathering areas
- Back Stage option for larger events

Serving Area
- Serving Area used for warming catered food for group events
- Concessions
- Role-Down Shutter for Sink
- Side lockable shared storage

Stage Area (725 sf)
- Covered Stage Area for both small and large events
- Moveable platform area for small to large performers accessible by ramp
- Band shell with clearance for stage lighting

Mechanical & Storage (Combined 305 sf)
- Electrical panel and water service
- Miscellaneous storage
Pavilion Core Design Drivers

1 – Seating for 250 plus under one roof
2 – Area for stage 720 sf – Interior and Exterior performance options
3 – Area for storage and mechanical/electrical service
4 – Area for serving (counter space)
5 – Added a sink for serving area (not in original concept)
6 – Create a perimeter walk to incorporate park master-plan walk connections

Pavilion Design Differences (2012 to 2018)

1 – Removed upper tiered windows, still keep upper tiered roof
2 – Removed 2 barrel vaults & replaced with flat bottom truss and gable signage
3 – Removed standing seam metal roof and replaced with asphalt shingles
   (standing seam on upper roof only)
4 – Removed fixed stage & replaced with moveable temporary stage
5 – Combined mechanical/electrical and storage in one location
6 – Removed “4” interior columns
7 – Removed interior Artstone wrapped columns – Artstone wrap on outside only
Memorandum

TO: Honorable Mayor Zieman  
   Members of the City Council

FROM: Todd Prafke  
   City Administrator

RE: Election Impact on City Council

ACTION/RECOMMENDATION

None needed. For Council review and discussion only.

BACKGROUND

Two members of the City Council may be elected to other positions following the November general election. If one or both were to be elected, that would leave a vacancy on the City Council. It’s important to consider the impact those vacancies would have on the Council and how they would be filled should the vacancies occur.

Attached please find a copy of Minnesota Statutes 412.02, Subdivision 2a which addresses vacancies in office. While you may think that a special election would take place should either Councilmember Brand or Mayor Zieman resign their current offices, that is not the case. Under State law, unless a vacancy occurs because of inability or refusal to serve, vacancies “shall be filled by Council appointment until an election is held as provided in this subdivision. In the case of a tie vote in the Council, the Mayor shall make the appointment.” There are more details as you will see on the actual statute, but should this event occur with either or both members of the Council, the vacancies would be filled by appointment by the Council.

Although it has been many years since we have had a vacancy on the Council, past practice has included three different ways of filling a vacancy including:

- Accepting applications for appointment
- Mayor making recommendations for Council consideration – similar to the process followed for Committee and Board appointments
- Councilmembers nominating individuals for consideration by the Mayor for recommendation to the Council

Other than holding a special election, the process to be followed is open to discussion. Whatever process is followed for determining candidates for appointment to a vacancy, please remember it is important to have the plan in place before the need arises. In addition I think you may find value in setting some of the criteria should you move forward in an appointment process.
A couple ideas just to get you thinking:

- Do you want to appoint someone who is likely or not likely to run in the next election?
- Will you work to focus on folks that have run before, maybe served on a commission or committee, maybe someone who was previously on the Council and while not wanting to run may be interested in a one year “tour of duty”?

My goal is to have you discuss these and other actions so that we leave the meeting with a plan before the "political" season gets into full swing. I believe that setting out clear goals and criteria now will help in the long run. It can help avoid the impression of these issues being political and help you focus on your goals for the Council over the year prior to the next City Council election in 2019.

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

TP/bal
### 412.02 CITY ELECTIONS; OFFICERS, TERMS, VACANCIES, CITY EMPLOYEES.

**Subdivision 1. Officers elected.** The following officers shall be elected for the terms and in the years shown and in the cities described in the table.

<table>
<thead>
<tr>
<th>Officer</th>
<th>Number of Years in Term</th>
<th>Year Elected</th>
<th>City Elected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor</td>
<td>Two or four</td>
<td>Every two years except where four years is otherwise provided pursuant to statute</td>
<td>Every statutory city</td>
</tr>
<tr>
<td>Clerk</td>
<td>Four</td>
<td>Every four years in year when treasurer is not elected</td>
<td>Every statutory standard plan city in which there is no clerk-treasurer</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Four</td>
<td>Every four years in year in which clerk is not elected</td>
<td>Every statutory standard plan city in which there is no clerk-treasurer</td>
</tr>
<tr>
<td>Clerk-Treasurer</td>
<td>Four</td>
<td>Every four years in year in which one council member is elected</td>
<td>Every statutory standard plan city where such office exists pursuant to subdivision 3</td>
</tr>
<tr>
<td>Three Council members</td>
<td>Four</td>
<td>Two every four years and one in alternative election</td>
<td>Every statutory standard plan city with a council of five</td>
</tr>
<tr>
<td>Four Council members</td>
<td>Four</td>
<td>Two each election</td>
<td>Every statutory optional plan city with a council of five</td>
</tr>
<tr>
<td>Five Council members</td>
<td>Four</td>
<td>Three every four years and two in alternative election</td>
<td>Every statutory standard plan city with a council of seven</td>
</tr>
<tr>
<td>Six Council members</td>
<td>Four</td>
<td>Three each election</td>
<td>Every statutory optional plan city with a council of seven</td>
</tr>
</tbody>
</table>

**Subd. 1a. City council; city employees.** Neither the mayor nor any city council member may be employed by the city. For purposes of this subdivision, "employed" refers to full-time permanent employment as defined by the city’s employment policy.

**Subd. 2. Term.** Terms of elective officers shall commence on the first Monday in January following the election at which the officer is chosen. All officers chosen and qualified as such shall hold office until their successors qualify.

**Subd. 2a. Vacancy.** Except as otherwise provided in subdivision 2b, a vacancy in an office shall be filled by council appointment until an election is held as provided in this subdivision. In case of a tie vote in the council, the mayor shall make the appointment. If the vacancy occurs before the first day to file...
affidavits of candidacy for the next regular city election and more than two years remain in the unexpired term, a special election shall be held at or before the next regular city election and the appointed person shall serve until the qualification of a successor elected at a special election to fill the unexpired portion of the term. If the vacancy occurs on or after the first day to file affidavits of candidacy for the regular city election or when less than two years remain in the unexpired term, there need not be a special election to fill the vacancy and the appointed person shall serve until the qualification of a successor. The council must specify by ordinance under what circumstances it will hold a special election to fill a vacancy other than a special election held at the same time as the regular city election.

Subd. 2b. **Inability or refusal to serve.** A vacancy in the office of mayor or council member may be declared by the council when the officeholder is unable to serve in the office or attend council meetings for a 90-day period because of illness, or because of absence from or refusal to attend council meetings for a 90-day period. If any of the preceding conditions occurs, the council may, after it has by resolution declared a vacancy to exist, fill the vacancy at a regular or special council meeting for the remainder of the unexpired term, or until the person is again able to resume duties and attend council meetings, whichever is earlier. When the person is again able to resume duties and attend council meetings, the council shall by resolution remove the temporary officeholder and restore the original officeholder.

Subd. 3. **Clerk, treasurer combined; audit standards.** (a) In cities operating under the standard plan of government the council may by ordinance adopted at least 60 days before the next regular city election combine the offices of clerk and treasurer in the office of clerk-treasurer, but such an ordinance shall not be effective until the expiration of the term of the incumbent treasurer or when an earlier vacancy occurs. After the effective date of the ordinance, the duties of the treasurer and deputy treasurer as prescribed by this chapter shall be performed by the clerk-treasurer or a duly appointed deputy. The offices of clerk and treasurer may be reestablished by ordinance.

(b) If the offices of clerk and treasurer are combined as provided by this section and the city's annual revenue for all governmental and enterprise funds combined is more than the amount in paragraph (c), the council shall provide for an annual audit of the city's financial affairs by the state auditor or a public accountant in accordance with minimum auditing procedures prescribed by the state auditor. If the offices of clerk and treasurer are combined and the city's annual revenue for all governmental and enterprise funds combined is the amount in paragraph (c), or less, the council shall provide for an audit of the city's financial affairs by the state auditor or a public accountant in accordance with minimum audit procedures prescribed by the state auditor at least once every five years, which audit shall be for a one-year period to be determined at random by the person conducting the audit.

(c) For the purposes of paragraph (b), the amount in 2004 is $150,000, and in 2005 and after, $150,000 adjusted for inflation using the annual implicit price deflator for state and local expenditures as published by the United States Department of Commerce.

Subd. 4. [Repealed, 1973 c 34 s 7]

Subd. 5. [Repealed, 1983 c 359 s 151]

Subd. 6. **Council increased or reduced.** The council may by ordinance adopted at least 60 days before the next regular city election submit to the voters of the city the question of whether the city council should be increased or reduced to seven or five members. The ordinance shall include a schedule of elections and
2017 Minnesota Statutes

204B.135 REDISTRICTING OF ELECTION DISTRICTS.

Subdivision 1. Cities with wards. Except as provided in this subdivision, a city that elects its council members by wards may not redistrict those wards before the legislature has been redistricted. The wards must be redistricted within 60 days after the legislature has been redistricted or at least 19 weeks before the state primary election in the year ending in two, whichever is first.

In a city of the first class electing council members by wards in a year ending in one, the ward boundaries may be reestablished no later than 14 days before the first day to file affidavits of candidacy for city council members. The ward boundaries may be modified after the legislature has been redistricted for the purpose of establishing precinct boundaries as provided in section 204B.14, subdivision 3.

Subd. 2. Other election districts. For purposes of this subdivision, "local government election district" means a county district, park and recreation district, school district, or soil and water conservation district. Local government election districts, other than city wards covered by subdivision 1, may not be redistricted until precinct boundaries are reestablished under section 204B.14, subdivision 3, paragraph (c). Election districts covered by this subdivision must be redistricted within 80 days of the time when the legislature has been redistricted or at least 15 weeks before the state primary election in the year ending in two, whichever comes first.

Subd. 3. Voters rights. (a) An eligible voter may apply to the district court for either a writ of mandamus requiring the redistricting of wards or local government election districts or to revise any plan adopted by the governing body responsible for redistricting of wards or local government election districts.

(b) If a city adopts a ward redistricting plan at least 19 weeks before the primary in a year ending in two, an application for revision of the plan that seeks to affect elections held in the year ending in two must be filed with the district court within three weeks but no later than 18 weeks before the state primary election in the year ending in two, notwithstanding any charter provision. If a city adopts a ward redistricting plan less than 19 weeks before either the municipal primary in a year ending in one or before the state primary in a year ending in two, an application for revision of the plan that seeks to affect elections held in that year must be filed with the district court no later than one week after the plan has been adopted, notwithstanding any charter provision.

(c) If a plan for redistricting of a local government election district is adopted at least 15 weeks before the state primary election in a year ending in two, an application for revision of the plan that seeks to affect elections held in the year ending in two must be filed with the district court within three weeks but no later than 14 weeks before the state primary election in the year ending in two. If a plan for redistricting of a local government election district is adopted less than 15 weeks before the state primary election in a year ending in two, an application for revision of the plan that seeks to affect elections held in the year ending in two must be filed with the district court no later than one week after the plan has been adopted.

Subd. 4. Special elections; limitations. No municipality or school district may conduct a special election during the 19 weeks before the state primary election in the year ending in two. A school district special election required by any other law may be deferred until the date of the next school district general election, the state primary election, or the state general election.

Subd. 5. Redistricting expenses. The county board may levy a tax not to exceed $1 per capita in the year ending in "0" to pay costs incurred in the year ending in "1" or "2" that are reasonably related to the redistricting of election districts, establishment of precinct boundaries, designation of polling places, and the updating of voter records in the statewide registration system. The county auditor shall distribute to each municipality in the county on a per capita basis 25 percent of the amount levied as provided in this subdivision, based on the population of the municipality in the most recent census. This levy is not subject to statutory levy limits.
Sec. 2-3. - Ward and precinct boundaries.

Subd. 1. First Ward. The First Ward shall be in the northern part of the City and consist of all the area lying northerly of the centerline of Broadway Avenue from the western City limits to the intersection of Sunrise Drive; thence southerly along the centerline of Sunrise Drive to the intersection of West Grace Street; thence easterly along the centerline of West Grace Street to the intersection of South Washington Avenue; thence northerly along the centerline of South Washington Avenue to the intersection of Nassau Street; thence easterly along the centerline of Nassau Street to the intersection of Front Street; thence northerly along the centerline of Front Street to the intersection of West Park Row Street; thence easterly along the centerline of West Park Row Street to the easterly City limits.

(a) Precinct Number One. Precinct Number One of the First Ward shall consist of the area described as: "Beginning at the intersection of South Washington Avenue and Nassau Street, thence northerly along the centerline of South Washington Avenue (becoming North Washington Avenue) to the intersection of Skaro Street; thence easterly along the centerline of Skaro Street to the intersection of Fifth Street; thence northerly along the centerline of Fifth Street to the intersection of Dodd Avenue; thence westerly along the centerline of Dodd Avenue to the intersection of North Sunrise Drive; thence northerly along the centerline of North Sunrise Drive extended to the northerly City limits, then easterly along the north City limits to the easterly City limits; then southerly along the easterly City limits to the intersection with West Park Row Street; thence westerly along the centerline of West Park Row Street to the intersection of Front Street; thence southerly along the centerline of Front Street to the intersection of Nassau Street; thence westerly along the centerline of Nassau Street to the beginning."

(b) Precinct Number Two. Precinct Number Two of the First Ward shall consist of the area described as: "Beginning at the intersection of South Washington Avenue and Nassau Street, thence northerly along the centerline of South Washington Avenue (becoming North Washington Avenue) to the intersection of Skaro Street; thence easterly along the centerline of Skaro Street to the intersection of Fifth Street; thence northerly along the centerline of Fifth Street to the intersection of Dodd Avenue; thence westerly along the centerline of Dodd Avenue to the intersection of North Sunrise Drive; thence northerly along the centerline of North Sunrise Drive extended to the northerly City limits, then easterly along the north City limits to the easterly City limits; then southerly along the easterly City limits to the intersection with West Park Row Street; thence westerly along the centerline of West Park Row Street to the intersection of Front Street; thence southerly along the centerline of Front Street to the intersection of Nassau Street; thence westerly along the centerline of Nassau Street to the beginning."
westerly along the centerline of Dodd Avenue to the intersection of North Sunrise Drive; thence northerly along the centerline of North Sunrise Drive extended to the north City limits then westerly along the north City limits to the intersection with the westerly City limits; then southerly along the west City limits to the intersection with West Broadway Avenue; then easterly along the centerline of West Broadway Avenue to the intersection of Sunrise Drive; thence southerly along the centerline of Sunrise Drive to the intersection of West Grace Street; thence easterly along the centerline of West Grace Street to the intersection of South Washington Avenue, then northerly along the centerline of South Washington Avenue to the point of beginning."

Subd. 2. Second Ward. The Second Ward shall be in the southerly part of the City and consist of all areas lying south of the centerline of Broadway Avenue from the western City limits to the intersection of Sunrise Drive; thence southerly along the centerline of Sunrise Drive to the intersection of West Grace Street; thence easterly along the centerline of West Grace Street to the intersection of South Washington Avenue; thence northerly along the centerline of South Washington Avenue to the intersection Nassau Street; thence easterly along the centerline of Nassau Street to the intersection of Front Street; thence northerly along the centerline of Front Street to the intersection of West Park Row Street; thence easterly along the centerline of West Park Row Street to the easterly City limits.

(a) Precinct Number One. Precinct Number One of the Second Ward shall consist of the area described as: "Beginning at the centerline of Broadway Avenue from the western City limits traveling easterly on said centerline to the intersection of Sunrise Drive; thence southerly along the centerline of Sunrise Drive to the intersection of West Grace Street; thence easterly along the centerline of West Grace Street to the intersection of South Washington Avenue; thence northerly along the centerline of South Washington Avenue to the intersection of Nassau Street; thence easterly along the centerline of Nassau Street to the intersection of Front Street; thence northerly along the centerline of Front Street to the intersection of West Park Row Street; thence easterly along the centerline of West Park Row Street to the easterly City limits; thence southerly along the easterly City limits to the intersection of College Avenue extended; thence westerly along the centerline of College Avenue extended to the intersection with
South Seventh Street; thence southerly along the centerline of South Seventh Street to the intersection of West Jefferson Avenue; thence westerly along the centerline of West Jefferson Avenue to the westerly City limits; thence northerly along the west City limits to the point of beginning."

(b) *Precinct Number Two.* Precinct Number Two of the Second Ward shall consist of the area described as: "At the westerly City limits on West Jefferson Avenue, traveling easterly along the centerline of West Jefferson Avenue to the intersection of South Seventh Street; thence northerly along the centerline of South Seventh Street to the intersection of College Avenue; thence easterly along the centerline of College Avenue extended to the east City limits; thence southerly along the east City limits, to the South City limits; thence westerly along the South City limits to the intersection with the westerly City limits; thence north to the point of beginning."

(Code 1989, § 2.60; Ord. No. 338(2nd Ser.), § 1, 4-22-2002; Ord. No. 6(3rd Ser.), § 1, 3-12-2012)

State Law reference— Redistricting, cities with wards, M.S. § 205.84; election precincts, M.S. § 204B.14.
2017 Minnesota Statutes

204B.14 ELECTION PRECINCTS.

Subd. 1. Boundaries. The governing body of each municipality shall establish the boundaries of the election precincts in the municipality. The governing body of a county shall establish the boundaries of precincts in unorganized territory in the county. Except as provided in subdivision 3, a governing body may change the boundaries of any election precinct which it has established.

Subd 1a. Legislative policy. It is the intention of the legislature to complete congressional and legislative redistricting activities in time to permit counties and municipalities to begin the process of reestablishing precinct boundaries as soon as possible after the adoption of the congressional and legislative redistricting plans but in no case later than 25 weeks before the state primary election in the year ending in two.

Subd. 2. Separate precincts; combined polling place. (a) The following shall constitute at least one election precinct:

1. each city ward; and

2. each town and each statutory city.

(b) A single, accessible, combined polling place may be established no later than November 1 if a presidential nomination primary is scheduled to occur in the following year or May 1 of any other year:

1. for any city of the third or fourth class, any town, or any city having territory in more than one county, in which all the voters of the city or town shall cast their ballots;

2. for contiguous precincts in the same municipality;

3. for up to four contiguous municipalities located entirely outside the metropolitan area, as defined by section 200.02, subdivision 24, that are contained in the same county; or

4. for noncontiguous precincts located in one or more counties.

Subject to the requirements of paragraph (c), a single, accessible, combined polling place may be established after May 1 of any year in the event of an emergency.

A copy of the ordinance or resolution establishing a combined polling place must be filed with the county auditor within 30 days after approval by the governing body. A polling place combined under clause (3) must be approved by the governing body of each participating municipality. A polling place combined under clause (4) must be approved by the governing body of each participating municipality and the secretary of state and may be located outside any of the noncontiguous precincts. A municipality withdrawing from participation in a combined polling place must do so by filing a resolution of withdrawal with the county auditor no later than October 1 if a presidential nomination primary is scheduled to occur in the following year or April 1 of any other year.

The secretary of state shall provide a separate polling place roster for each precinct served by the combined polling place, except that in a precinct that uses electronic rosters the secretary of state shall provide separate data files for each precinct. A single set of election judges may be appointed to serve at a combined polling place. The number of election judges required must be based on the total number of persons voting at the last similar election in all precincts to be voting at the combined polling place. Separate ballot boxes must be provided for the ballots from each precinct. The results of the election must be reported separately for each precinct served by the combined polling place, except in a polling place established under clause (2) where one of the precincts has fewer than ten registered voters, in which case the results of that precinct must be reported in the manner specified by the secretary of state.

(c) If a local elections official determines that an emergency situation preventing the safe, secure, and full operation of a polling place on election day has occurred or is imminent, the local elections official may combine two or more polling places for that election pursuant to this subdivision. To the extent possible, the polling places must be
combined and the election conducted according to the requirements of paragraph (b), except that:

(1) polling places may be combined after May 1 and until the polls close on election day;

(2) any city or town, regardless of size or location, may establish a combined polling place under this paragraph;

(3) the governing body is not required to adopt an ordinance or resolution to establish the combined polling place;

(4) a polling place combined under paragraph (b), clause (3) or (4), must be approved by the local election official of each participating municipality;

(5) the local elections official must immediately notify the county auditor and the secretary of state of the combination, including the reason for the emergency combination and the location of the combined polling place. As soon as possible, the local elections official must also post a notice stating the reason for the combination and the location of the combined polling place. The notice must also be posted on the governing board's website, if one exists. The local elections official must also notify the election judges and request that local media outlets publicly announce the reason for the combination and the location of the combined polling place; and

(6) on election day, the local elections official must post a notice in large print in a conspicuous place at the polling place where the emergency occurred, if practical, stating the location of the combined polling place. The local election official must also post the notice, if practical, in a location visible by voters who vote from their motor vehicles as provided in section 204C.15, subdivision 2. If polling place hours are extended pursuant to section 204C.05, subdivision 2, in paragraph (b), the posted notices required by this paragraph must include a statement that the polling place hours at the combined polling place will be extended until the specified time.

Subd. 3. Boundary changes; prohibitions; exception. Notwithstanding other law or charter provisions to the contrary, during the period from January 1 in any year ending in zero to the time when the legislature has been redistricted in a year ending in one or two, no changes may be made in the boundaries of any election precinct except as provided in this subdivision.

(a) If a city annexes an unincorporated area located in the same county as the city and adjacent to the corporate boundary, the annexed area may be included in an election precinct immediately adjacent to it.

(b) A municipality or county may establish new election precincts lying entirely within the boundaries of any existing precinct and shall assign names to the new precincts which include the name of the former precinct.

(c) Precinct boundaries in a city of the first class electing council members by wards may be reestablished within four weeks of the adoption of ward boundaries in a year ending in one, as provided in section 204B.135, subdivision 1.

(d) Precinct boundaries must be reestablished within 60 days of the time when the legislature has been redistricted, or at least 19 weeks before the state primary election in a year ending in two, whichever comes first. The adoption of reestablished precinct boundaries becomes effective on the date of the state primary election in the year ending in two.

Precincts must be arranged so that no precinct lies in more than one legislative or congressional district.

Subd. 4. Boundary change procedure. Any change in the boundary of an election precinct must be adopted at least ten weeks before the date of the next election and, for the state primary and general election or presidential nomination primary, no later than December 1 in the year prior to the year of the state general election. The precinct boundary change shall not take effect until notice of the change has been posted in the office of the municipal clerk or county auditor for at least 56 days.

The county auditor must publish a notice illustrating or describing the congressional, legislative, and county commissioner district boundaries in the county in one or more
qualified newspapers in the county at least 14 days before the first day to file affidavits of candidacy for the state general election in the year ending in two.

Alternate dates for adopting changes in precinct boundaries, posting notices of boundary changes, and notifying voters affected by boundary changes pursuant to this subdivision, and procedures for coordinating precinct boundary changes with reestablishing local government election district boundaries may be established in the manner provided in the rules of the secretary of state.

Subd. 4a. Municipal boundary adjustment procedure. A change in the boundary of an election precinct that has occurred as a result of a municipal boundary adjustment made under chapter 414 that is effective more than 21 days before a regularly scheduled election takes effect at the scheduled election.

A change in the boundary of an election precinct that has occurred as a result of a municipal boundary adjustment made under chapter 414 that is effective less than 21 days before a regularly scheduled election takes effect the day after the scheduled election.

Subd. 5. Precinct boundaries; description; maps. If a precinct boundary has been changed or an annexation has occurred affecting a precinct boundary, the municipal clerk shall immediately notify the county auditor and secretary of state. The municipal clerk shall file a corrected base map with the secretary of state and county auditor within 30 days after the boundary change was made or, in the case of an annexation, the later of: (1) 30 days after the approval of the annexation order; or (2) the effective date of the annexation order. Upon request, the county auditor shall provide a base map and precinct finder to the municipal clerk. The municipal clerk shall prepare a corrected precinct map and provide the corrected map to the county auditor, who shall correct the precinct finder in the statewide voter registration system and make the corrected map and precinct finder available for public inspection, and to the secretary of state, who shall update the precinct boundary database. The county auditor shall prepare and file precinct boundary maps for precincts in unorganized territories in the same manner as provided for precincts in municipalities. For every election held in the municipality the election judges shall be furnished precinct maps as provided in section 201.061, subdivision 6. If a municipality changes the boundary of an election precinct, or if an annexation affecting a precinct boundary occurs, the county auditor shall notify each school district with territory affected by the boundary change at least 30 days before the effective date of the change.

Subd. 6. [Repealed, 2015 c 70 art 1 s 63]

Subd. 7. Application to municipalities. Notwithstanding the provisions of section 410.21, or any other law, ordinance or charter to the contrary, the provisions of subdivisions 1 and 3 apply to all municipalities.

Subd. 8. [Repealed, 1994 c 607 s 7]

History: 1981 c 29 art 1 s 14; 1Sp1981 c 4 art 4 s 43; 2Sp1981 c 2 s 2; 1983 c 289 s 111 subd 1; 1985 c 248 s 36; 1986 c 444; 1987 c 186 s 15; 1987 c 212 s 1-4; 1987 c 297 s 2; 1990 c 453 s 4; 1991 c 349 s 31-34; 1993 c 208 s 1,2; 1993 c 273 s 9; 1994 c 607 s 1-4; 1999 c 237 s 1; 2000 c 467 s 13-15; 2005 c 156 art 6 s 3d; 2005 c 162 s 2; 2006 c 270 art 1 s 1; 2010 c 184 s 13,14; 2010 c 201 s 24; 2010 c 313 s 3,4; 2011 c 18 s 2,3; 2014 c 288 art 2 s 4; 2016 c 161 art 1 s 5; art 3 s 1; 2016 c 162 s 4.5

Copyright © 2017 by the Revisor of Statutes, State of Minnesota. All rights reserved.
2017 Minnesota Statutes

205.84 REDISTRICTING; CITIES WITH WARDS.

Subdivision 1. General provisions. (a) In a city electing council members by wards, wards shall be as equal in population as practicable and each ward shall be composed of compact, contiguous territory. Each council member shall be a resident of the ward for which elected, but, except as otherwise provided by paragraph (b), a change in ward boundaries does not disqualify a council member from serving for the remainder of a term.

(b) Notwithstanding any home rule charter provision to the contrary, in a city of the first class where council members are elected by ward to serve for four years to terms that are not staggered, if the population of any ward changes by five percent or more, all council members must be elected to new terms at the first municipal general election after ward boundaries are redefined under subdivision 2; provided, however, that if no municipal general election would otherwise occur in the year ending in "2" or the year ending in "3," a municipal general election must be held in one of those years.

Subd. 2. Effective date. After the official certification of the federal decennial or special census, the governing body of the city shall either confirm the existing ward boundaries as conforming to the standards of subdivision 1 or redefine ward boundaries to conform to those standards as provided in section 204B.135, subdivision 1. If the governing body of the city fails to take either action within the time required, no further compensation shall be paid to the mayor or council member until the wards of the city are either reconfirmed or redefined as required by this section. An ordinance establishing new ward boundaries pursuant to section 204B.135, subdivision 1, becomes effective on the date of the state primary election in the year ending in two, except that new ward boundaries established by a municipality in a year ending in one are effective on the date of the municipal primary election in the year ending in one.

Subd. 3. Transition schedule. The governing body of a city electing more than one council member in each ward may adopt an orderly transition schedule to biennial November elections in which only one council member in each ward is elected in any municipal general election.

History: 1974 c 337 s 17; 1981 c 29 art 7 s 38; 1983 c 62 s 11; 1986 c 444; 1991 c 349 s 38; 1995 c 8 s 6; 1999 c 237 s 3; 2010 c 313 s 5,6
<table>
<thead>
<tr>
<th>Board/Commission</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building/Zoning Appeals Board</td>
<td>As needed</td>
</tr>
<tr>
<td>City Council</td>
<td>Second and Fourth Mondays of month</td>
</tr>
<tr>
<td></td>
<td>7:00 p.m. - Governor's Room Community Center</td>
</tr>
<tr>
<td>Civil Service Commission</td>
<td>As needed - City Hall Conference room</td>
</tr>
<tr>
<td>Economic Development Authority</td>
<td>Fourth Thursday of month</td>
</tr>
<tr>
<td></td>
<td>12:00 noon - Governor's Room Community Center</td>
</tr>
<tr>
<td>Heritage Preservation Commission</td>
<td>Last Tuesday of month</td>
</tr>
<tr>
<td></td>
<td>5:30 p.m. - Governor's Room Community Center</td>
</tr>
<tr>
<td>Housing and Redevelopment Authority</td>
<td>First Monday of month</td>
</tr>
<tr>
<td></td>
<td>3:30 p.m. - Park View Manor</td>
</tr>
<tr>
<td>Hospital and Nursing Home Commission</td>
<td>Fourth Wednesday of month</td>
</tr>
<tr>
<td></td>
<td>12:00 noon - Community Hospital</td>
</tr>
<tr>
<td>Human Rights Commission</td>
<td>Second Monday of month</td>
</tr>
<tr>
<td></td>
<td>5:00 p.m. - Traverse des Sioux Room - Community Center</td>
</tr>
<tr>
<td>Library Board</td>
<td>Second Tuesday of every other month – starting February</td>
</tr>
<tr>
<td></td>
<td>5:30 p.m. - Public Library</td>
</tr>
<tr>
<td>Parks and Recreation Advisory Board/Tree Board</td>
<td>Third Monday of month</td>
</tr>
<tr>
<td></td>
<td>7:00 p.m. - Public Works Conference Room</td>
</tr>
<tr>
<td>Planning and Zoning Commission</td>
<td>First Thursday of month</td>
</tr>
<tr>
<td></td>
<td>5:30 p.m. - Governor’s Room Community Center</td>
</tr>
<tr>
<td>Tourism and Visitors Bureau Board</td>
<td>Fourth Friday of month</td>
</tr>
<tr>
<td></td>
<td>8:00 a.m. – Whiskey River</td>
</tr>
</tbody>
</table>

*Regular meeting dates are subject to change due to holidays, special circumstances, and/or elections. If unsure about a meeting date or time, please contact the City Administrator’s Office.

Municipal Building - 227 South Front Street
River’s Edge Hospital - 1900 North Sunrise Drive
Community Center - 600 South Fifth Street
Public Works Building - 405 West Saint Julien Street
Park View Manor - 1010 South Fourth Street
Public Library - 601 South Washington Avenue
FINANCE COMMITTEE

The function of this committee is to review and make recommendations regarding revenues and expenditures for the City's general fund and auxiliary fund budgets and other related activities, to include, but not be limited to, the following:

1. General Fund and Enterprise Fund budgets
2. Public improvement assessments
3. Capital expenditures
4. Certificates of indebtedness
5. Audit review
6. Bonding programs
7. Building and property rents
8. Licensing
9. Insurance policies and programs
10. Review bills before each Council meeting
11. Charges for services
12. Non-budgeted capital expenditures
13. Tax levy certification
14. Intergovernmental revenue (grants)
15. Debt services
16. PIR fund
17. Assessment policies
18. Financial participation with other agencies
19. Need for new personnel

COMMITTEE MEMBERS
1. John Kvamme
2. Susan Carlin

PERSONNEL AND CODE REVIEW COMMITTEE

The function of this committee involves reviewing and making recommendations to the City Council regarding the following:

1. Employee relations
2. Labor relations
3. Hiring and dismissals
4. Recodification
5. Personnel policies
6. Ordinance amendments (except land use)
7. Employment interviews (Administrator and Department Directors)
8. Salary negotiations and employee benefits
9. Review employee appointment recommendations

COMMITTEE MEMBERS
1. Jeff Brand
2. Stephan Grams

PUBLIC WORKS AND UTILITIES COMMITTEE

The primary function of this committee is to review and make recommendations regarding activities of the Streets Division, Parks Division, and Public Works Administration, to include, but may not be limited to, the following:

1. Street construction and maintenance
2. Alleys
3. Sidewalks
4. Curb and gutters
5. Refuse service
6. Street signs
7. Public Works building additions and maintenance
8. Utility rates and policies
9. Equipment report and replacement
10. Streets Division budget
11. Parks Division budget
12. Public Works Administration budget
13. Need for new personnel
14. SMMPA
15. Drainage facilities
16. Utilities budget
17. Street lighting
18. Capital improvements
19. Facility improvements

COMMITTEE MEMBERS
1. Ed Johnson
2. Jerry Pfeifer*
CABLE TELEVISION ADVISORY COMMITTEE

The Cable Television Advisory Committee shall hear complaints and grievances originating as a result of the current franchise. The City Council shall sit as the committee. It is their duty and obligation to hear all complaints and grievances and resolve them, either by themselves or by referring them, with their recommendations, to the Council, for disposition.

COMMITTEE MEMBERS
(Eight members; Councilmember terms coincide with terms on City Council)

1. Charles Zieman
2. John Kvamme
3. Jeff Brand
4. Jerry Pfeifer
5. Ed Johnson
6. Susan Carlin
7. Stephen Grams
8. Mediacom Representative

CIVIL SERVICE COMMISSION

The Police Civil Service Commission is created pursuant to Minnesota State Statutes Chapter 419. The purpose of said 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.

COMMISSION MEMBERS
(Three members, 3 year terms)

1. Ken Eichmann 1-1-17 to 12-31-19
2. Megan Ruble 1-1-18 to 12-31-20
3. Colleen Spike 1-1-16 to 12-31-18
   Chief of Police Ex-officio
   City Administrator Ex-officio
   City Attorney Ex-officio

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.

AUTHORITY MEMBERS
(Seven members, six year terms)

1. Bradley DeVos 1-1-18 to 12-31-23
2. James Dunn 1-1-17 to 12-31-22
3. Cory Abels 1-1-16 to 12-31-20
4. Mike Favre 1-1-18 to 12-31-23
5. Jay Hansen 1-1-14 to 12-31-19
6. John Kvamme City Council Liaison
7. Ed Johnson City Council Liaison
   City Administrator Executive Director
   Community Development Director EDA Staff
HERITAGE PRESERVATION COMMISSION

The Heritage Preservation Commission was created as an advisory Commission consisting of seven (7) members appointed by the Council to develop guidelines or standards to carry out City Code regulations which created the heritage preservation standards. 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.

COMMISSION MEMBERS
(Seven voting members, 3 year terms)

1. Judy Douglas 1-1-16 to 12-31-18
2. Ed Johnson 1-1-16 to 12-31-18
3. Loren Sundboom 1-1-16 to 12-31-18
4. Terry Bergemann 1-1-18 to 12-31-20
5. Joe Metzen 1-1-18 to 12-31-20
6. Larry Potts 1-1-18 to 12-31-20
7. Director of Community Development Ex-officio

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.

COMMISSION MEMBERS
(9 members, 5 year terms)

1. John Lammert 1-1-18 to 12-31-22
2. Margie Nelsen 1-1-15 to 12-31-19
3. Laura Hulsebus 1-1-14 to 12-31-18
4. MaryAnn Harty 1-1-16 to 12-31-20
5. Gary Swedberg 1-1-17 to 12-31-21
6. Blake Combellick 1-1-18 to 12-31-22
7. Stephen Grams Council Representative Voting Privileges
8. Dr. Schelli McCabe Medical Staff President Voting Privileges
10. Hospital Administrator Ex-officio
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.

AUTHORITY MEMBERS
(Five members, 5 year terms)

1. Dennis Swenson 1-1-18 to 12-31-22
2. Jan Glimsdal 1-1-14 to 12-31-18
3. Mary Ann Scharf 1-1-15 to 12-31-19
4. Judy Pedersen 1-1-16 to 12-31-20
5. Stephan Grams City Council Liaison
Community Development Director Ex-Officio

PUBLIC LIBRARY BOARD

The duties of the Public Library Board, as described in 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.

BOARD MEMBERS
(Seven members, three year terms)

1. Roger Parras 1-1-18 to 12-31-20
2. Michelle Twait 1-1-16 to 12-31-18
3. Meredith McLaughlin 1-1-17 to 12-31-19
4. James Nickras 1-1-17 to 12-31-19
5. Sally Geary 1-1-18 to 12-31-20
7. Susie Carlin City Council Liaison
Lead Librarian Ex-Officio
Recreation Director Ex-Officio

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: 1.) Review and make recommendations to the City Council on park and recreation policies; 2.) Review the need for additional park land; 3.) Prepare a park land acquisition and development plan; 4.) Prepare a capital equipment and improvement program for the park system; 5.) Make annual budget recommendations; 6.) Study and recommend park and recreational programs and activities; 7.) Study and meet with other governmental organizations and bodies on the use of parks; and 8.) Serve as the City's Tree Advisory Board.

BOARD MEMBERS
(Eleven members, 3 year terms)

1. David Eli Hoehn 1-1-16 to 12-31-18
2. Mike Meffert 1-1-16 to 12-31-18
3. L. Lee Alger 1-1-16 to 12-31-18
4. Al Christensen 1-1-17 to 12-31-19
5. Bernard Bidelman 1-1-17 to 12-31-19
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. Such plan may be prepared in sections, each of which shall relate to a major subject of the plan. 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 shall review all proposals for land development that are affected by zoning, conditional use permits, annexation, and subdivision regulations. Also, every proposed plat of land within the City or within two miles of the City limits and not within a town which itself requires the approval of plats shall be submitted to the Planning and Zoning Commission and the Council.

COMMISSION MEMBERS
(Seven voting members, 3 year terms)

1. Joseph Urban 1-1-16 to 12-31-18
2. Ken Rossow 1-1-16 to 12-31-18
3. Scott Fichtner 1-1-17 to 12-31-19
4. Kelly Henry 1-1-17 to 12-31-19
5. Andy Davis 1-1-18 to 12-31-20
6. John Kvamme City Council Liaison
7. Jeff Brand City Council Liaison
City Administrator Ex-Officio
Community Development Director Ex-Officio
City Attorney Ex-Officio

TOURISM AND VISITORS BUREAU

The Tourism and Visitors Bureau is established in the City Code. Ninety-five percent (95%) of the proceeds obtained from the collection of lodging taxes must be used to fund a local convention or tourism bureau for the purpose of marketing and promoting the City as a tourist or convention center. This authority is provided to the City in accordance with Minn. Stats. Chap. 469.

COMMISSION MEMBERS
(Nine voting members, 3 year terms)

1. Jon Smithers 1-1-17 to 12-31-19
2. Jill Niebuhr 1-1-18 to 12-31-20
3. Bob Sandeen 1-1-16 to 12-31-18
4. Jerry Pfeifer City Council Liaison
5. Charles Zieman City Council Liaison
6. Jerry Harty 1-1-17 to 12-31-19
7. Ario Lehtinen 1-1-16 to 12-31-19
8. Keith Keogh 1-1-18 to 12-31-20
The Board of Appeals and Adjustments is established in 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 this Chapter; 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 this Chapter and as provided for in 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.

**BOARD MEMBERS**
(Five voting members, three year terms)

1. Chairperson of P&Z
2. Chairperson of HPC
3. Jeff Brand
   - City Council Liaison
4. Stephen Grams
   - City Council Liaison
5. John Kvamme
   - City Council Liaison
   - Community Development Director Ex-Officio
   - City Administrator Ex-Officio
   - City Attorney Ex-Officio
Council Liaisons
Economic Development Authority
Heritage Preservation Commission
Hospital and Nursing Home Commission
Housing and Redevelopment Authority
Library Board
Parks and Recreation Advisory Board
Planning and Zoning Commission
Region Nine Development Commission
SPRTC Security Committee
Tourism and Visitors Bureau
Fire Pension Board
SPRTC Commission
SPRTC Liaison Committee
School District #508 Cooperation Committee
County Cooperation Committee
Gustavus Cooperation Committee
Appeals and Adjustments
Greater Mankato Growth
Sister City Committee
Highway 169 Coalition
Minnesota River Valley Transit Board

Kvamme, Johnson
Johnson
Pfeifer, Grams
Grams
Carlin
Brand
Kvamme, Brand
Zieman
Zieman, Peters
Zieman, Pfeifer
Zieman, Finance Director
Zieman, Mayor pro tem
Zieman, Mayor's Representative
Kvamme, Brand
Kvamme, Grams
Zieman, Carlin
Kvamme, Grams, Brand
Kvamme
Zieman, Carlin
Zieman, Grams (as alternate)
Carlin, Grams, Zieman (as alternate)
### 2018 Sidewalk Master Plan Priorities

<table>
<thead>
<tr>
<th>Zone</th>
<th>Cost</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>$148,050.50</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>$21,540.17</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>$-</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>$194,215.42</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>$105,646.00</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>$45,854.00</td>
<td>1</td>
</tr>
<tr>
<td>8*</td>
<td>$155,467.72</td>
<td>2</td>
</tr>
<tr>
<td>9</td>
<td>$59,907.50</td>
<td>2</td>
</tr>
<tr>
<td>10</td>
<td>$24,847.00</td>
<td>6</td>
</tr>
<tr>
<td>11</td>
<td>$33,080.00</td>
<td>6</td>
</tr>
<tr>
<td>12</td>
<td>$33,080.00</td>
<td>6</td>
</tr>
<tr>
<td>13</td>
<td>$34,603.33</td>
<td>6</td>
</tr>
<tr>
<td>14</td>
<td>$-</td>
<td>6</td>
</tr>
<tr>
<td>15</td>
<td>$-</td>
<td>6</td>
</tr>
<tr>
<td>16</td>
<td>$65,813.67</td>
<td>3</td>
</tr>
<tr>
<td>17</td>
<td>$31,618.67</td>
<td>7</td>
</tr>
</tbody>
</table>

**Cumulative Total of Priorities**

\[
P_1 + P_2 = \$261,112.72
\]

\[
P_1 + P_2 + P_3 = \$326,926.39
\]

\[
P_1 + P_2 + P_3 + P_4 = \$348,466.56
\]

\[
P_1 + P_2 + P_3 + P_4 + P_5 = \$542,681.98
\]

\[
P_1 + P_2 + P_3 + P_4 + P_5 + P_6 = \$567,528.98
\]

\[
P_1 + P_2 + P_3 + P_4 + P_5 + P_6 + P_7 = \$599,147.85
\]

**All** $953,722.98

8* $85,790.89  
2018

$46,678.50  
2019
LEGEND

- EXISTING SIDEWALK
- PROPOSED SIDEWALK
- PROPOSED UPATED SIDEWALK
- PROPOSED TRAIL
- EXISTING TRAIL
- GREENWAY
- STORMWATER BASIN
- 500' RADIUS SURROUNDING SCHOOLS/PARKS

1. Gault Park
2. Ramsey Park
3. Wyed School
4. Warren Park
5. Middil Park
6. North Intermediate School
7. Hallets Pond Park
8. Veterans Memorial Park
9. Johnson Park
10. Goeman Park
11. Levee Park
12. Riverside Park
13. MEM Square Park
14. Jefferson West Park
15. Jefferson Park
16. South Early Learning Center
17. Stones Park

TRAIL & SIDEWALK MAP

1. Gault Park
2. Ramsey Park
3. Wyed School
4. Warren Park
5. Middil Park
6. North Intermediate School
7. Hallets Pond Park
8. Veterans Memorial Park
9. Johnson Park
10. Goeman Park
11. Levee Park
12. Riverside Park
13. MEM Square Park
14. Jefferson West Park
15. Jefferson Park
16. South Early Learning Center
17. Stones Park
ZONE 8 - 2 BLOCKS
SIDEWALK CORRECTIONS
CITY OF ST PETER

CONTRACTOR:
ADDRESS:

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>ITEM</th>
<th>PLATE NUMBER</th>
<th>ESTIMATED QUANTITY</th>
<th>Unit</th>
<th>UNIT PRICE</th>
<th>Total AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobilization</td>
<td></td>
<td>1</td>
<td>LS</td>
<td>$5,000.00</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>2</td>
<td>Excavation Permit</td>
<td></td>
<td>3</td>
<td>EA</td>
<td>$200.00</td>
<td>$ 600.00</td>
</tr>
<tr>
<td>3</td>
<td>Traffic Control</td>
<td></td>
<td>1</td>
<td>LS</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>4</td>
<td>Remove B618 Curb and Gutter</td>
<td>#7017</td>
<td>80</td>
<td>LF</td>
<td>$ 5.00</td>
<td>-</td>
</tr>
<tr>
<td>5</td>
<td>Remove 4&quot; Concrete Walk/ Driveways</td>
<td>#1003</td>
<td>4398</td>
<td>SF</td>
<td>$ 2.00</td>
<td>-</td>
</tr>
<tr>
<td>6</td>
<td>Remove Bituminous</td>
<td></td>
<td>0</td>
<td>SF</td>
<td>$ 2.00</td>
<td>-</td>
</tr>
<tr>
<td>7</td>
<td>Install B618 Curb and Gutter</td>
<td>#7017</td>
<td>80</td>
<td>LF</td>
<td>$ 25.00</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>8</td>
<td>Install 4&quot; Concrete Walk</td>
<td>#1002</td>
<td>91</td>
<td>SY</td>
<td>$ 60.00</td>
<td>$ 5,440.00</td>
</tr>
<tr>
<td>9</td>
<td>Install 5.5&quot; Concrete Drive</td>
<td>#1002</td>
<td>0</td>
<td>SF</td>
<td>$ 4.00</td>
<td>-</td>
</tr>
<tr>
<td>10</td>
<td>Install Bituminous</td>
<td></td>
<td>0</td>
<td>SF</td>
<td>$ 2.00</td>
<td>-</td>
</tr>
<tr>
<td>11</td>
<td>Furnish and Install 2 X 2 Truncated Domes</td>
<td>#1002</td>
<td>72</td>
<td>SF</td>
<td>$ 60.00</td>
<td>$ 4,320.00</td>
</tr>
<tr>
<td>12</td>
<td>Common Excavation</td>
<td></td>
<td>195</td>
<td>CY</td>
<td>$15.00</td>
<td>$ 2,930.00</td>
</tr>
</tbody>
</table>

Install to City Specifications

TOTAL CONSTRUCTION COST $ 46,578.50

*Grading and restoration numbers not included in estimate.
Linear Feet (LF) sidewalk $63.00

Rough restoration to be completed by street crew
Final stabilization to be completed by stormwater crew (hydro seed)
City to perform all removals of existing asphalt, curb and gutter, and sidewalk
City to install all asphalt
Will need to provide tree removal
<table>
<thead>
<tr>
<th>Install Sidewalk</th>
<th>Install Sidewalk</th>
<th>5.5&quot; Driveways</th>
</tr>
</thead>
<tbody>
<tr>
<td>4&quot; Sidewalk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash. Chestnut to Chatham</td>
<td>350</td>
<td>311 No. Wash.</td>
</tr>
<tr>
<td>Wash. Chatham to Madison</td>
<td>348</td>
<td>319 No. Wash.</td>
</tr>
<tr>
<td>Wash. Madison to Skaro</td>
<td>360</td>
<td>411 No. Wash.</td>
</tr>
<tr>
<td>Wash. Skaro to Evenson</td>
<td>363</td>
<td>419 No Wash</td>
</tr>
<tr>
<td>1968</td>
<td>Skaro. Wash. to 5th</td>
<td>328</td>
</tr>
<tr>
<td>Madison. DE to 4th</td>
<td>370</td>
<td>522 Skaro</td>
</tr>
<tr>
<td>2430</td>
<td>No. 5th. Brdwy to Chestnut</td>
<td>405</td>
</tr>
<tr>
<td>No. 5th. Skaro to Union</td>
<td>410</td>
<td>144 424 N 5th</td>
</tr>
<tr>
<td>5th Street Pie Section</td>
<td>45</td>
<td>144 446 Chestnut</td>
</tr>
<tr>
<td></td>
<td>192 429 Broadway</td>
<td>144 430 Chestnut</td>
</tr>
<tr>
<td></td>
<td>525 No. 5th</td>
<td>144 497 Skaro</td>
</tr>
<tr>
<td></td>
<td>419 Madison</td>
<td>144 425 Madison</td>
</tr>
<tr>
<td>Curb and Gutter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash./Chestnut NE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash./Chatham NE/SE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash./Madison NE/SE</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wash./Skaro SE</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wash/Skaro NE - ?compliant</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>5th/Skaro SW</td>
<td></td>
</tr>
<tr>
<td>Wash./Evenson SE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>5th /Broadway NE</td>
<td></td>
</tr>
<tr>
<td>4th/Madison</td>
<td>12</td>
<td>Wash./Skaro SE</td>
</tr>
<tr>
<td>20</td>
<td>5th/Chestnut SE</td>
<td></td>
</tr>
<tr>
<td>5th &amp; Skaro NE</td>
<td>12</td>
<td>Wash./Evenson SE</td>
</tr>
<tr>
<td>5th Street Pie Section</td>
<td>12</td>
<td>5th/Skaro SW</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>5th/Chestnut</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>5th &amp; Skaro NE</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>5th &amp; Broadway</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>4th/Madison</td>
</tr>
<tr>
<td></td>
<td>72</td>
<td>5th street Pie section</td>
</tr>
</tbody>
</table>
2018 Sidewalk Installation Costs

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Installation of 4&quot; sidewalk</td>
<td>300</td>
<td>$34.75</td>
<td>$10,425</td>
</tr>
<tr>
<td>2</td>
<td>Installation of 5.5&quot; alley sidewalk</td>
<td>20</td>
<td>$44.16</td>
<td>$883</td>
</tr>
<tr>
<td>3</td>
<td>Installation of 5.5&quot; alley entrance</td>
<td>15</td>
<td>$44.16</td>
<td>$662</td>
</tr>
<tr>
<td>4</td>
<td>Installation of alley curb/gutter</td>
<td>15</td>
<td>$25.00</td>
<td>$375</td>
</tr>
<tr>
<td>5</td>
<td>Installation of truncated domes</td>
<td>6</td>
<td>$30.00</td>
<td>$180</td>
</tr>
<tr>
<td>6</td>
<td>Installation of ADA ramp</td>
<td>2</td>
<td>$141.00</td>
<td>$282</td>
</tr>
</tbody>
</table>

Sub-total $12,808

10% contingency $1,281

Project total $14,088

Cost per Foot

Total Distance (1-block) = 330' $14,088

City to complete restoration $43

1) $14,088 = 330'
2) $50,000 = 1,163'
3) 1,163' / 330' per block = 3.5 blocks
POSITION TITLE: DIRECTOR OF BUILDING

DEPARTMENT: BUILDING

SUPERVISOR: CITY ADMINISTRATOR

OVERVIEW OF POSITION:

The Director of Building is an administrative position responsible for directing the departmental affairs of the Building Department. Under general supervision, the Director of Building plans, organizes, and coordinates all activities of the department and supervises all departmental personnel.

ESSENTIAL JOB FUNCTIONS:

- Oversees all building inspection activities; oversees all plumbing and heating inspection activities; oversees enforcement of the rental housing ordinance; oversees issuance of building permits.

- Conducts building inspection activities; reviews and approves blueprints and site plans to ensure compliance with the Minnesota State Building Code, current Uniform Building Code, current Minnesota Plumbing Code, current Uniform Housing Code, related provisions of the Minnesota Uniform Fire Code, the City's zoning ordinance, and other laws regulating building construction; calculates construction valuation and permit fees as stated in the Uniform Building Code; issues building permits; inspects buildings during construction, alteration, or repair to ensure conformance with all adopted building related regulations, and approved plans and specifications; ensures compliance with the City's zoning ordinance and other laws regulating building construction; inspects plumbing and heating installations for proper construction, workmanship, and conformance to code requirements; inspects rental property for compliance with life safety and the City's rental code.

- Oversees establishment and maintenance of departmental records; oversees preparation of departmental reports; prepares the annual budget recommendation of the department.

- Assigns and directs the work of departmental employees.

- Performs related duties as assigned or apparent.

REQUIRED INTERPERSONAL SKILLS:

Ability to manage departmental operations and coordinate work of all personnel; ability to delegate responsibility; ability to communicate effectively, orally and in writing; ability to understand and carry out directions; ability to accept responsibility; ability to secure the confidence of departmental personnel, other City staff, and the public; ability to cooperate and negotiate with a wide range of individuals; tact; ability to maintain confidentiality; ability to deal with the public.

ESSENTIAL PHYSICAL REQUIREMENTS:

The Director of Building is required to be capable of performing the following physical functions or
a combination thereof for any given work day.

Actions:
- Speak and understand English, read and write English.
- Hearing normal or corrected to normal.
- Eyesight 20/40 or corrected to 20/40 with normal color vision and normal stereo vision.
- In an 8 hour day, sit for 8 hours and/or stand for 8 hours and/or walk for 8 hours.
- Frequently bend/stoop, squat, crouch, kneel, balance.
- Occasionally crawl, climb height of one hundred forty feet (140'), reach above shoulder level, push/pull.
- Use both feet for repetitive movements as in operating foot controls.
- Use hands for simple grasping and fine manipulating.
- Strength: Occasionally carry up to thirty-four (34) pounds and lift up to thirty-four (34) pounds.
- Stamina: Endure exposure to changes in temperature from less than seventeen degrees centigrade (17°C) to in excess of thirty-seven degrees centigrade (37°C). Endure exposure to dust, fumes, and gases.
- Safety: Wear safety equipment including hard hat, steel-toed shoes, safety goggles.
- Vaccinations: Receive vaccinations for tetanus.

MINIMUM QUALIFICATIONS:
- Bachelor's degree from an accredited college or university.
- Possession of a State of Minnesota Class II Building Official Certification.
- Ability to perform plan review for residential, commercial, and industrial building construction and alterations.
- Possession of a valid State of Minnesota Class C Drivers License.
- Five (5) years experience as a Building Inspector
- Knowledge of building codes inspection and enforcement principles; plumbing/mechanical inspection and enforcement principles; knowledge of principles and procedures of rental code enforcement.
- Knowledge of OSHA regulations.

DESIRED QUALIFICATIONS:
- Two (2) years of experience in any of the skilled construction trades.
- Knowledge of Minnesota State Building Code, current Uniform Building Code, current Minnesota Plumbing Code, current Uniform Housing Code, and the Minnesota Uniform Fire Code, and other laws regulating building construction; knowledge of building construction methods and materials; knowledge of the principles and practices of plumbing and heating code enforcement; knowledge of the principles and procedures of rental code enforcement; ability to read and interpret building and plumbing plans and specifications.
- Demonstrated ability to perform building codes inspection work.

Adopted: 1-11-99
The Director of Community Development is an administrative position responsible for directing the departmental affairs of the Community Development Department. Under the general supervision of the City Administrator, the Director of Community Development plans, organizes, and coordinates the City's economic development program. The Director of Community Development undertakes activities to aid and promote the economic, commercial and industrial development of the community.

ESSENTIAL JOB FUNCTIONS:

- Establishes and maintains a central source of information relevant to economic development; provides information and assistance to businesses, both commercial and industrial, interested in locating or expanding in the City of Saint Peter; provides assistance in businesses in arranging financing for new facilities or expansion of existing facilities; works with engineers in site plan development and utility extensions; assists in the development of municipal and private industrial areas.

- Directs all planning activities; serves as the Zoning Administrator for the City; serves as staff to the Economic Development Authority, Heritage Preservation Commission, Board of Building Appeals, Planning and Zoning Commission, and the Board of Zoning Adjustments including attending all meetings and preparation of information packets; directs preparation and updating of maps; directs the preparation of miscellaneous illustrative materials.

- Ensures compliance with the City's zoning ordinance and other laws regulating land use codes.

- Makes oral, written and audio-visual presentations to prospective and existing businesses; develops materials for use in presentations; works with various organizations including the Development Corporation, the Chamber of Commerce and the City Council, in activities designed to attract new businesses to the community; develops sources of prospective programs and projects; prepares grant applications and administers grants.

- Assigns and directs work of departmental employees assigned to the Community Development Department.

- Performs related duties as assigned or apparent.

REQUIRED INTERPERSONAL SKILLS:

Ability to manage operations and coordinate work of assigned personnel; delegate responsibility; communicate effectively, both orally and in writing; secure confidence of assigned personnel and the general public; cooperate with a wide variety of individuals; maintain confidentiality; deal with the public in a consistent, fair and respectful manner; be tactful.

ESSENTIAL PHYSICAL REQUIREMENTS:
CITY OF SAINT PETER, MINNESOTA

POSITION DESCRIPTION

The Director of Community Development is required to be capable of performing the following physical functions or a combination thereof for any given work day.

- Speak and understand English, read and write English.
- Hearing normal or corrected to normal.
- Eyesight 20/40 or corrected to 20/40.
- In an 8 hour day, sit for 8 hours and/or stand for 8 hours.
- Occasionally bend, stoop, squat, crouch, kneel, balance.
- Occasionally lift and carry up to thirty (30) pounds.
- Use hands for simple grasping and fine manipulating.
- Ability to drive a vehicle and to operate office equipment.

MINIMUM QUALIFICATIONS:

- A Bachelor’s degree in economics, business, public administration, urban studies or a related field from an accredited college or university.

- Knowledge of economic development principles and procedures; knowledge of sources available and procedures required to finance new facilities or expansion of existing facilities; knowledge of methods, procedures, and materials used to develop a promotional program for attracting new businesses to the community; knowledge of, and ability to integrate, various public and private grant, loan and development programs and mechanisms.

- Ability to establish and maintain a central sources of economic development information for the community.

- Knowledge of the principles and procedures of municipal planning; knowledge of local and state legislation governing municipal planning activities; knowledge of the principles of public administration relative to municipal planning and zoning administration.

DESIRED QUALIFICATIONS:

- Knowledge of municipal economic development funding sources.

- Knowledge of planning and zoning laws and procedures.

- Two years of experience in municipal government, business, industrial development, zoning administration or a related field.

- Knowledge of OSHA regulations.

- Proven ability to supervise assigned staff.

- Thorough knowledge of tax increment financing procedures.

- Proven ability to coordinate between groups and produce applied plans from various forms of information.

Adopted: 01/22/01
TO: Honorable Mayor Zieman  
Members of the City Council  
FROM: Todd Prafke  
City Administrator  
RE: Census 2020 Complete Count Committee  

ACTION/RECOMMENDATION  
None needed. For Council review and discussion only.

BACKGROUND  
In April, 2020, the Census Bureau will undertake the decennial census which is mandated as part of federal law. Some of the preliminary work for this has already been completed by the City to ensure that the Census Bureau records include every residential housing unit in the City.

Full participation in the Census is vitally important to our community. The census count will:

- Determine how Congressional and state legislative districts are drawn. As many may remember from the 2010 Census, Minnesota is once again at risk of losing a congressional seat based on declining population numbers.
- Guide the distribution of federal and state money to Saint Peter. According to the Census Bureau, for each person missed during the Census count, just over $15,000 is lost for each year until the next Census.
- Provide important data that is used by the City for making decisions.

Before the census questionnaires are actually sent out to each household, the Census Bureau and the State Demographer’s office suggest that each unit of government create a “Complete Count Committee”. This volunteer committee focuses on raising awareness about the 2020 Census and motivating residents in each community to fill in and return their census forms. My office has met with Census officials and we have attended several training sessions regarding completion of a Complete Count Committee. Although we have previously advised against creating a Committee, I recommend that later this year, a Committee be organized with representatives from various community entities, organizations and groups that will help us motivate some of the lesser responding populations to ensure that Saint Peter’s count is as accurate as possible.

Time has been included on the Goal Session agenda for discussion on this important activity. Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal
Organizing Your Minnesota Complete Count Committee: An Introduction

The CCC is open and inclusive, speaks the languages of all the communities within it, and builds trust by encouraging neighbor-to-neighbor awareness of the importance of an accurate census count.

It only takes one person to initiate a local effort to maximize 2020 census participation - one committed individual at the local government level who understands how important a complete and accurate count is to their community, region and state.

That person may be you.

This doesn’t mean one person should take on the whole job of census turnout themselves, the idea is to give you the tools to convince others to join you in the effort. A successful complete count committee involves a number of people, organizations and businesses from every part of the community.

The focus of this guide is for local governments to begin the process of getting CCCs up and running in their communities. The details of grassroots organizing - while vital to your ultimate success - are outside the scope of this guide, but will be revisited at a time when the people you recruit to join your efforts can take advantage of them.

The 2020 Census cycle marks the first time that Minnesota will form a state complete count committee. We’ll help your community organize, as well as gather and share the work that is being done in other parts of the state.

While CCCs are a new for some Minnesota communities, for many this will seem familiar territory. Any successful campaign for any purpose - whether it’s a business venture, a charitable drive or even a political campaign - involves the basic techniques of community engagement that we’ll present here. They all share the characteristic of a broad spectrum of involvement and a well-designed and executed plan of action.

Your CCC outreach plan is not a static document. It summarizes a process that a community can return to as needed in moving towards the goal. It’s often necessary to review and make adjustments as needed.

Finally, this guide is not a recipe book - Think of it more like a menu. Choose what works for you and your county, city or neighborhood, and add new ideas that will help in your efforts.
QUICK-START CAPACITY AND ENERGY PURCHASE AGREEMENT
DATED AS OF MAY 28, 2002

BY AND BETWEEN

THE CITY OF ST. PETER, MINNESOTA ("Member")

AND

SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY ("SMMPA")
# TABLE OF CONTENTS

**ARTICLE I DEFINITIONS** ........................................................................................................ 1  
- Section 1.01 Parties ........................................................................................................... 1  
- Section 1.02 Other Definitions ......................................................................................... 1  
- Section 1.03 Interpretation .............................................................................................. 7  

**ARTICLE II ROLES, PLANT REQUIREMENTS** ........................................................................... 7  
- Section 2.01 Roles ............................................................................................................ 7  
- Section 2.02 Plant Requirements ...................................................................................... 8  

**ARTICLE III TERM AND TERMINATION** ................................................................................. 8  
- Section 3.01 Effectiveness ................................................................................................ 8  
- Section 3.02 Extension ...................................................................................................... 8  
- Section 3.03 Termination Option - Permits ...................................................................... 9  
- Section 3.04 Termination Option - Delay ......................................................................... 9  
- Section 3.05 Termination Option - Following Event of Default ...................................... 9  
- Section 3.06 Termination Option - Following Expiration of Power Sales Contract .......... 9  
- Section 3.07 SMMPA's Right to Perform Member Obligation ....................................... 9  

**ARTICLE IV OPERATION OF THE PLANT** ............................................................................... 9  
- Section 4.01 Scheduling for Delivery ............................................................................... 9  
- Section 4.02 Plant Work ................................................................................................. 10  
- Section 4.03 Scheduled Maintenance ............................................................................. 11  
- Section 4.04 Delivery of Fuel ......................................................................................... 12  
- Section 4.05 Test Fuel and Delivered Energy ................................................................ 12  
- Section 4.06 Station Power ............................................................................................. 12  
- Section 4.07 Delivery of Energy ..................................................................................... 12  
- Section 4.08 Outage Notices ........................................................................................... 13  
- Section 4.09 Insurance .................................................................................................... 13  
- Section 4.10 Retesting .................................................................................................... 13  

**ARTICLE V AVAILABILITY** ....................................................................................................... 14  
- Section 5.01 Availability Adjustments ........................................................................... 14  

**ARTICLE VI PAYMENTS** ......................................................................................................... 14  
- Section 6.01 Capacity Charge ......................................................................................... 14  
- Section 6.02 Imbalance Charges ..................................................................................... 14  
- Section 6.03 Reliability Payment ..................................................................................... 14  
- Section 6.04 Taxes .......................................................................................................... 14
Section 6.05 Plant Work Costs ............................................ 15
Section 6.06 Fuel .............................................................. 15

ARTICLE VII METERING ..................................................... 15
Section 7.01 Metering Equipment ........................................ 15
Section 7.02 Operation, Maintenance .................................... 15

ARTICLE VIII RECORDS .................................................... 15
Section 8.01 Records .......................................................... 15

ARTICLE IX ASSIGNMENT ................................................ 16
Section 9.01 Assignment ...................................................... 16

ARTICLE X INDEMNITIES .................................................... 16
Section 10.01 Indemnification ................................................ 16

ARTICLE XI DEFAULT ........................................................ 17
Section 11.01 Events of Default ............................................ 17

ARTICLE XII FORCE MAJEURE ........................................ 17
Section 12.01 Force Majeure ................................................ 17

ARTICLE XIII COOPERATION .............................................. 18
Section 13.01 Cooperation .................................................... 18
Section 13.02 Bond Financing ............................................... 18
Section 13.03 Right of Entry ................................................ 19
Section 13.04 Other Member Contracts ................................. 19

ARTICLE XIV MISCELLANEOUS ......................................... 19
Section 14.01 Limitation on Punitive and Consequential Damages ........................................ 19
Section 14.02 Notices .......................................................... 20
Section 14.03 No Rights of Third Parties ................................. 20
Section 14.04 Subject to Applicable Laws ............................... 20
Section 14.05 No Partnership ................................................. 21
Section 14.06 Amendment .................................................... 21
Section 14.07 No Waiver ....................................................... 21
Section 14.08 Captions ........................................................ 21
Section 14.09 Complete Agreement ....................................... 21
Section 14.10 Currency of Account ........................................ 21
Section 14.11 Choice of Laws ................................................. 21
Section 14.12 Severability ..................................................... 21
QUICK-START CAPACITY AND ENERGY PURCHASE AGREEMENT

THIS QUICK-START CAPACITY AND ENERGY PURCHASE AGREEMENT (this "Agreement") dated as of May __, 2002 ("Contract Date"), is entered into by and between SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY, a municipal corporation and political subdivision of the state of Minnesota (hereinafter called "SMMPA") and THE CITY OF ST. PETER, MINNESOTA, a municipal corporation and political subdivision of the State of Minnesota and a member of SMMPA ("Member").

In consideration of the promises herein made, and intending to be legally bound, Member agrees to construct and install the Plant and to deliver and sell to SMMPA all of the Capacity and Energy of the Plant, subject to the terms and conditions contained herein, as follows:

ARTICLE I
DEFINITIONS

Section 1.01 Parties. As used herein, the term "Party" or "Parties" shall mean Member, SMMPA and their respective permitted successors and assigns.

Section 1.02 Other Definitions. The following capitalized terms shall have the meanings set forth below:

"Accreditable" shall mean that the Plant satisfies the requirements imposed by Article 3 of the MAPP Regional Reliability Handbook, as may be in effect from time to time, for accreditation of generating facilities, other than any requirements therein that are contingent upon the availability of transmission capacity outside of the Member's system.

"Affiliate" shall mean, when used with reference to a specified Person, any other Person that directly, or indirectly through one or more intermediaries, controls, is controlled by or is under common control with such specified Person. For purposes of the foregoing, "control", "controlled" and "under common control" with respect to any Person shall mean the possession, directly or indirectly, or the power to direct or cause the direction of the management and policies of such Person, whether through the ownership of voting securities or partnership interests, by contract or otherwise.

"Annual Energy Budget" for any Contract Year shall mean the product, expressed in kWh of the average Contract Capacity effective during such Contract Year times 1,000 hours.

"Applicable Laws" shall mean all laws, ordinances, rules, regulations, orders, interpretations, licenses, permits (including any air permits which may restrict the number of hours the Plant may be operated), judgments, decrees, injunctions, writs and orders of any court, arbitrator, or governmental agency, body, instrumentality or authority that are applicable to either or both of the Parties, the Plant or the terms of this Agreement.

"Capacity Charge" shall mean the payments made by SMMPA to Member pursuant to Section 6.01.
“Clean-Up” shall mean removal and/or remediation of, or other response to, Contamination in accordance with Environmental Laws and Prudent Utility Practice.

“Commercial Operation” shall mean that date when the Plant (including all Interconnection Facilities) is ready and capable of commercial operation and (a) SMMPA accepts the results of the Start-Up Tests (b) Member demonstrates to SMMPA’s satisfaction that it has obtained all permits including, but not limited to, air quality permits, required to operate the Plant in accordance with Applicable Laws.

“Commercial Operation Date” shall mean the date the Plant reaches Commercial Operation.

“Contamination” shall mean the presence of, disposal, discharge or release on, from or to the Member Plant Site of Hazardous Substances.

“Contract Capacity” shall mean the lesser of the Nameplate Capacity and the Accreditable capacity of the Plant in MW as reflected by updates to Attachment I to this Agreement promulgated by SMMPA from time to time. The Accreditable capacity shall be equal to the summer rating of the generating unit or units included in the Plant, and shall be established (a) according to the URGE Test of the Plant performed in accordance with the procedures set forth in Article IV and (b) by MAPP accreditation, if possible.

“Contract Date” has the meaning set forth in the preface to this Agreement.

“Contract Energy” shall mean, for any period of time, all energy (less Plant auxiliary energy and losses) generated by the Plant, as requested by SMMPA.

“Contract Year” shall mean, as applicable, the period beginning on the Commercial Operation Date and ending on the next December 31 and each one-year period from January 1 to December 31.

“Day” shall mean a calendar day.

“Delay Termination Date” shall mean April 30, 2003, as such date may be extended up to six months by Force Majeure.

“Delivery Deficiency” shall mean the amount in kWh of Contract Energy requested or dispatched by SMMPA but not delivered by Member, provided that failure to provide Contract Energy in excess of the Contract Capacity shall not be deemed a Delivery Deficiency.

“Delivery Deficiency Incremental Cost” shall mean an amount equal to the positive difference, if any, between (i) the Delivery Deficiency Replacement Cost and (ii) SMMPA’s good faith estimate of what SMMPA’s cost of Fuel would have been to generate the Delivery Deficiency at the Plant. In no event shall the Delivery Deficiency Incremental Cost be less than 0.

“Delivery Deficiency Replacement Cost” shall mean SMMPA’s good faith estimate of the cost (including any increased transmission costs) to SMMPA of generating, purchasing or
otherwise acquiring energy in the amount of the Delivery Deficiency and at the time of the Delivery Deficiency. In computing such costs, the highest price energy used by SMMPA at the time of the Delivery Deficiency shall be used and there shall be added to such costs the costs of any increased transmission charges or other expenses in obtaining such energy.

"Delivery Excuse" shall mean: (a) an event of Force Majeure; (b) delay or failure of SMMPA to provide sufficient Fuel for operation of the Plant, or (c) a Scheduled Outage, all to the extent the same actually interrupts or prevents delivery of Contract Energy.

"Delivery Failure" shall mean the failure of the Plant to provide or to have the capacity to provide Contract Energy in an amount of up to the total Contract Capacity whenever SMMPA requests the Plant to run, unless such failure is excused by a Delivery Excuse. A Delivery Failure expressly includes, without limitation, the failure of the Plant to provide such Contract Energy within the 10 minute required startup period, but failure to provide Contract Energy in excess of the Contract Capacity shall not be deemed a Delivery Failure. Multiple failures during any 24 hours period shall be deemed a single Delivery Failure for purposes of this Agreement.

"Enforcement Proceedings" shall mean any claim, action, demand, investigation or proceeding in connection with or pursuant to any Environmental Law, brought or instigated by any governmental authority which relates to the existence or claimed existence of a Hazardous substance with respect to which Member has agreed to indemnify SMMPA hereunder.

"Environmental Laws" shall mean any and all federal, state or other applicable laws, ordinances or regulations, whether now in force or as amended or enacted in the future, pertaining to health or the environment, including without limitation, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, the Resource Conservation and Recovery Act of 1976, the Superfund Amendment and Reauthorization Act of 1986, the Minnesota Environmental Response and Liability Act, Minn. Stat. Chapter 11513, the Minnesota Petroleum Tank Release Cleanup Act, Minn. Stat. Chapter 115C, the Minnesota Pesticide Control Act, Minn. Stat. Chapter 18B and the Clean Air Act 42 U.S.C. Section 7401 et. seq.

"Force Majeure" shall mean flood, earthquake, storm, fire, explosion, lightning, epidemic, war, acts of the public enemy, riot, sabotage, civil disturbance or disobedience. Late delivery of plant, machinery, equipment, materials, spare parts and consumables for the Plant or a delay in the performance of any of the affected Parties' contractors or suppliers shall not constitute Force Majeure unless the existence of such circumstance is the result of Force Majeure as described above.

"Forced Outage" shall mean any circumstance, including a Force Majeure event, which causes the amount of energy capable of being delivered to the Point of Energy Delivery during an hour to be less than Contract Energy for reasons other than a Scheduled Outage.

"Fuel" shall mean Fuel Oil.

"Hazardous Substances" shall mean asbestos, urea formaldehyde, polychlorinated biphenyls, chemical wastes, explosives, known carcinogens, petroleum products, hazardous ash or other dangerous, toxic, or hazardous pollutant, contaminant, chemical, material or substance
defined as hazardous or as a pollutant or contaminant in, or the release or disposal of which is regulated by any Environmental Law.

"Imbalance Charges" shall mean any scheduling penalties, imbalance penalties, capacity charges, energy charges, oversupply imbalance charges, undersupply imbalance charges, fees or charges assessed by MAPP for failure to satisfy balancing, nomination, and/or scheduling requirements, including situations in which the Plant’s actual generation does not match the amount of capacity and energy scheduled for sale by SMMPA to a third party.

"Immediately Following Contract Year" shall mean with respect to any Day the Contract Year commencing on January 1 next following such Day.

"Interconnection Agreement" shall mean any agreement, tariff or other arrangement now or hereafter existing between SMMPA and the transmission service provider serving the connection between the Member’s generation and distribution system and the transmission network serving SMMPA and its other member cities.

"Interconnection Facilities" shall mean all facilities sufficient and adequate to deliver energy at the Point of Energy Delivery and all other facilities sufficient and adequate to connect the Plant and the Point of Energy Delivery to the Member’s distribution system and to the other Points of Delivery in such a manner as to permit the export of power and energy from the Plant throughout the Term. No transmission or distribution charges or losses shall be allocated to SMMPA by Member for the delivery of the power and energy to the Point of Energy Delivery or to any or all Points of Delivery.

"kW" shall mean kilowatt.

"kWh" shall mean Kilowatt-hour.

"kW/m Rate" shall mean $3.00 per month for each kilowatt of Contract Capacity, subject to adjustment as provided in this Agreement.

"MAPP" shall mean the Mid-Continent Area Power Pool or any successor thereto, including any “Regional Transmission Organization” as contemplated by Federal Energy Regulatory Commission Order No. 2000 issued December 20, 1999 or any similar entity created pursuant to any similar order, rule or law which assumes the functions of MAPP as a transmission service provider, system operator or reliability agency.

"Metering Equipment" shall mean the meters and measuring equipment at the Point of Energy Delivery to measure energy interchanged between Member and SMMPA.

"Month" shall mean a calendar month during the Term.

"MW" shall mean megawatt.

"MWh" shall mean megawatt-hour.
"Nameplate Capacity" shall mean the aggregate manufacturer’s nameplate capacity of the generation included in the Plant, reduced by the estimated Plant auxiliary power and losses to the Point of Energy Delivery. The Nameplate Capacity is estimated on Attachment I attached hereto.

"Non-Peak Hours" shall mean before 8 a.m. and after 8 p.m. on Monday through Friday and all day on Saturday and Sunday.

"Outage Notice" shall have the meaning set forth in Article IV.

"Parties" shall have the meaning set forth in Section 1.01.

"Persons" shall mean an individual, a partnership, a corporation, a company, a limited liability company, an association, a joint stock company, a trust, a joint venture, an unincorporated organization or a governmental entity or any department, agency or political subdivision thereof.

"Plant" shall mean the diesel engine(s) and electric generator(s) associated therewith, the Interconnection Facilities and the Protective Apparatus and any other facilities described in Part I of Exhibit A hereto.

"Plant Work" shall mean all of the services to or with respect to the Plant which Member is required to perform under this Agreement, and includes, without limitation, all aspects typically considered operation, maintenance, monitoring, repair, replacement and renewals of all or any part or property of the Plant necessary or appropriate to enable the Plant to reliably provide the Contract Capacity and Contract Energy.

"Plant Work Costs" shall mean all costs of the Plant Work.

"Plant Site" shall mean the land and improvements housing the Plant as described in Part II of Exhibit A hereto, together with any other lands, easements, rights and authorities which may from time to time be necessary or appropriate for the reasonable use and operation of the Plant and the delivery of capacity and energy therefrom.

"Point(s) of Delivery" shall mean the Point(s) of Delivery as defined in the Power Sales Contract.

"Point of Energy Delivery" shall mean the point, identified on Exhibit B hereto, at which the Plant synchronously interconnects, through the Interconnection Facilities, at the point where the metering facilities are installed as set forth in the Power Sales Contract.

"Power Sales Contract" shall mean the Power Sales Contract between SMMPA and Member dated as of April 1, 1981, as heretofore and hereafter amended from time to time.

"Protective Apparatus" shall mean such equipment and apparatus, including protective relays, circuit breakers and the like, necessary or appropriate to isolate the Plant from the electrical system to which it is interconnected, consistent with Prudent Utility Practice.
“Prudent Utility Practice” shall mean those methods and that equipment, as amended or changed from time to time, within the spectrum of possible methods and equipment, that are commonly used and accepted in electric utility engineering and operations to operate and maintain electric equipment lawfully and with safety, dependability, and efficiency, including the requirements or guidance of (a) the National Electric Safety Code, (b) the National Electrical Code, (c) IEEE Standards, (d) MAPP standards and procedures, (e) NERC standards and procedures, (f) Applicable Laws, (g) governmental agencies of competent jurisdiction, (h) insurers, (i) Financial Institutions, (j) manufacturers' warranties and other contractual obligations and (k) this Agreement. Prudent Utility Practice, as implemented by the Parties, shall mean such Prudent Utility Practices as are applied by the Parties such that in the exercise of reasonable judgment and in light of the information or facts known would have been likely to accomplish the desired result at a reasonable cost consistent with regulatory consideration, reliability, safety and expediency.

“Reliability Rate” shall mean $0.036 per kWh.

“Scheduled Outages” shall mean planned outages or reductions in availability or output in order to perform maintenance in accordance with manufacturers' recommendations and Prudent Utility Practices scheduled pursuant to Section 4.03.

“Scope” shall mean, in regards to a Scheduled Outage, (i) the expected timing and duration of such Scheduled Outage and (ii) a description of the major maintenance or overhaul activities to be performed during such Scheduled Outage.

“Start-Up Tests” shall mean (a) to test, calibrate and certify the accuracy of the Metering Equipment, (b) the URGE Tests, and (c) to continue to operate the Plant at such Contract Capacity level for up to six additional hours as scheduled by SMMPA (the “Performance Test”).

“Summer Months” shall mean May, June, July, August, September and October.

“Taxes” shall mean any or all federal, state and/or local, municipal, ad valorem, property, occupation, severance, generation, fuel use, emissions, fuel conversion, Btu or power, transmission, utility, gross receipts, privilege, sales, use, consumption, excise, lease, transaction, and other taxes, governmental charges, license fees, permit fees, assessments, or increases in or interest on or penalties relating to any of the foregoing, other than taxes based on net income or net worth.

“Term” shall mean the period commencing on the Commercial Operation Date and ending on the last Day of the Contract Year that includes the twentieth anniversary of the Commercial Operation Date, unless earlier terminated or extended as provided in this Agreement.

“Terminating Party” shall have the meaning set forth in Article III.

“Third Party Claims” shall mean claims (other than Enforcement Proceedings) based on any claim of Contamination, whether such claim is made based upon alleged negligence, trespass, strict liability, nuisance, toxic tort, workers compensation law, employee liability claims, violation of Environmental Laws or detriment to human health or welfare.
“URGE” shall mean the “Uniform Rating of Generating Equipment” as currently determined by the criteria approved by MAPP for the rating of generating facilities in MAPP and any successor criteria.

“URGE Tests” shall mean using the URGE criteria and procedures necessary to establish the amount of dedicated capacity and to receive MAPP accreditation.

Section 1.03 Interpretation. Unless the context otherwise requires:

(a) Words singular and plural in number will be deemed to include the other.

(b) Any reference in this Agreement to any Person, including a Party, includes, its permitted successors and assigns and, in the case of any government agency, any Person succeeding to its functions and capacities.

(c) Any reference in this Agreement to any Article, Section, Exhibit or Attachment means and refers to an Article or Section contained herein or an Exhibit attached to this Agreement or an Attachment to this Agreement as such Attachment may be updated from time to time by notice from SMMPA to Member, and in the case of an Article shall include all Sections thereof and in the case of a Section shall include all subsections or subparagraphs thereof.

(d) Other grammatical forms of defined words or phrases shall have corresponding meanings.

(e) A reference to a document or Agreement, including this Agreement, includes a reference to that document or Agreement as amended, modified, supplemented or restated from time to time.

(f) Any item or list of items set forth following the word “including”, “include” or “includes” is set forth only for the purpose of indicating that, regardless of whatever other items are in the category in which such item or items are “included”, such item or items are in such category, and shall not be construed as indicating that the items in the category in which such items are “included” are limited to such items or to items similar to such items.

ARTICLE II

ROLES, PLANT REQUIREMENTS

Section 2.01 Roles. Pursuant to the terms of this Agreement, Member shall, at its sole cost and expense, design, engineer, finance, construct and own or otherwise contractually control use of the Plant.

(a) Member shall submit appropriate applications for, seek authorizations to, and shall construct, operate, and maintain the Plant and shall sell power and energy to SMMPA in accordance with this Agreement. Each of Member and SMMPA will endeavor in good faith to acquire all other necessary permits or approvals in order to meet its obligations hereunder, and shall advise each other of the status of all authorizations, permits and approvals promptly upon request of the other Party.
(b) Member shall be responsible to make the Plant Accreditable on the Commercial Operations Date and conducting the Start-Up Tests. Upon the successful completion of the Start-Up Tests, SMMPA shall then accept the Contract Capacity by written notice to Member, which notice shall become an update to Attachment I to this Agreement.

(c) SMMPA shall be responsible for obtaining the Plant’s MAPP accreditation.

(d) SMMPA shall be solely responsible for (i) arranging and paying for any transmission of the Contract Energy outside of the Members’ transmission and distribution system, (ii) paying any Imbalance Charges and (iii) compensating transmission providers for the cost of such transmission service including the scope and cost of any upgrades to such transmission provider’s system which the transmission provider determines to be necessary to provide transmission service from such Points of Delivery. Member shall be responsible for transmission and distribution within its system and all losses related thereto.

(e) SMMPA shall be the exclusive recipient of all capacity and energy available from the Plant during the Term.

(f) SMMPA shall provide all Fuel to be used to generate electricity in the Plant during the Term, in the manner and to the extent set forth in the Agreement.

Section 2.02 Plant Requirements.

(a) The Plant shall be capable of starting without being connected to a transmission system (it shall have “Black Start Capability”).

(b) The Plant shall be capable of unattended operation and remote start from locations determined by SMMPA.

(c) SMMPA shall have direct control of the Contract Capacity by, at SMMPA’s option, either operating the Plant by remote control, which could include unattended operation, or by requesting the Member to operate the Plant.

(d) The Plant shall be capable of being at full Contract Capacity within ten minutes of SMMPA’s dispatch, which includes the time for notification and ramp-up (it shall have “Quick-Start Capacity”).

ARTICLE III
TERM AND TERMINATION

Section 3.01 Effectiveness. This Agreement shall become effective upon execution and delivery hereof by both Parties and shall continue for the Term, as it may be extended or earlier terminated as provided in this Agreement.

Section 3.02 Extension. SMMPA shall have the right and option, from time to time, to extend the Term hereof for successive periods of 5 years (or less at SMMPA’s option) each, by giving Member written notice of such election not less than 6 months before the expiration of the
Section 3.03 Termination Option - Permits. In the event that Member is unable, after reasonable efforts, to obtain any necessary permits, authorizations or other required permissions to construct and operate the Plant, either Party may terminate this Agreement by providing fifteen (15) Days prior written notice of such termination to the other Party given not more than 18 months after the Contract Date.

Section 3.04 Termination Option - Delay. If the Commercial Operation Date does not occur by the Delay Termination Date, SMMPA may terminate this Agreement by providing fifteen (15) Days prior written notice of such termination to Member.

Section 3.05 Termination Option - Following Event of Default. Should any event of default described in Article XI not be cured by the defaulting Party within the period, if any, set forth therein, or if any Party should wrongfully repudiate this Agreement and fail to withdraw such repudiation within five (5) Days of receipt of notice from the other Party requesting such withdrawal, then, the other Party (the "Terminating Party") may, at its sole option, terminate this Agreement without further notice. Nothing herein shall be construed to restrict the right of a Party to elect to assert its claims and rights at law or in equity under this Agreement and under Applicable Law in lieu of or in addition to termination of this Agreement.

Section 3.06 Termination Option - Following Expiration of Power Sales Contract. In the event that the Power Sales Contract is no longer in effect, this Agreement may be terminated by either Party, effective thirty days after written notice of termination is given to the other Party.

Section 3.07 SMMPA's Right to Perform Member Obligation. If Member fails to perform any Plant Work required under this Agreement, SMMPA may demand that Member make or perform the same forthwith, and if Member refuses or neglects to commence such Plant Work and complete the same with reasonable dispatch after such demand, SMMPA may enter the Plant and the Plant Site and may make or cause such Plant Work to be performed and shall not be responsible to Member for any loss or damage that may accrue to property by reason thereof. Member hereby grants SMMPA an easement in the Plant and Plant Site for such purposes. If SMMPA makes, performs or causes such Plant Work to be made or performed, Member shall forthwith, on demand, pay to SMMPA the costs thereof.

ARTICLE IV
OPERATION OF THE PLANT

Section 4.01 Scheduling for Delivery. SMMPA shall have the sole authority for the scheduling and dispatching of the Plant in accordance with SMMPA's operating practice and Prudent Utility Practice. Such scheduling and dispatching may be provided verbally, by telephone or electronically via facsimile or other reasonable method, or by an electronic instruction sent to the Plant for remote starting of the Plant. Member shall generate electricity from the Plant pursuant to such dispatch instructions, including schedules for testing or exercising the generating units. SMMPA will use good faith efforts to advise Member at least one hour in advance if it elects to run the Plant during Non-Peak Hours, but SMMPA shall not be
required to use alternate sources of power or energy to assure that Member receives such advise one hour in advance and no failure to so advise Member one hour in advance shall be deemed a Delivery Excuse.

Section 4.02 Plant Work. Member shall perform and be responsible for all operation, maintenance, monitoring, repair replacement and renewals of and to the Plant, including, without limitation, the following, all of which shall be deemed Plant Work:

(a) Member shall maintain and operate the Plant with its own personnel and shall maintain a staff or personnel capable of operating the Plant at all times. Member shall be responsible for ensuring that all of its operating personnel have been given, and continue to receive, the training required to operate and maintain the Plant using Prudent Utility Practice consistent with MAPP standards.

(b) Member shall maintain the Plant in readily operable condition so it can be placed into service, synchronized in parallel with the MAPP interconnected electrical system, and be loaded to full Contract Capacity within ten minutes following notice by SMMP A.

(c) Member shall operate the Plant in accordance with operating procedures from time to time reasonably promulgated by SMMP A.

(d) Member shall maintain one telephone line, which shall be continuously staffed or monitored. Member shall have personnel available to operate the Plant when called upon by SMMP A to do so.

(e) In the event of an operating emergency on its electric distribution or transmission system, Member shall take such action as it, in its sole discretion, may deem prudent or necessary to terminate such operating emergency so as to preserve and maintain the safety, integrity, and operability of the Plant; protect the health and safety of the public and its own personnel; and minimize any adverse environmental effects of the emergency.

(f) Member shall operate the Plant only for SMMP A’s use and only when dispatched by SMMP A.

(g) Monitor Plant facilities and operation, including, without limitation, compression pressures, injection nozzles, firing pressures and deflection readings.

(h) Comply with all Applicable Laws, including, without limitations, all Environmental Laws and all applicable provisions of any workers’ compensation laws, and the terms and conditions of any contract, permit or license relating to the Plant.

(i) Purchase and procure services, equipment, apparatus, machinery, tools, materials, and supplies necessary or appropriate for the Plant Work in the exercise of Prudent Utility Practice.

(j) Prepare and submit to SMMP A monthly reports concerning the Plant as may be reasonably requested and on forms provided by SMMP A.
(k) Install or cause to be installed the Protective Apparatus.

(l) Notify SMMPA as soon as is feasible under the circumstances whenever anything is discovered which might affect the availability or capacity of the Plant or any of its generating units.

(m) Notify SMMPA of all authorized personnel and designated representatives empowered to carry out the provisions of this Agreement on behalf of Member.

(n) At least once a month, or more often as reasonably necessary, Member shall do at least the following to ensure the Plant’s readiness:

(1) record Watt and Watt-hour meter(s);
(2) check fuel levels, recording usage or meter readings, and notify SMMPA of amount used and remaining;
(3) check and maintain lube oil levels;
(4) check and maintain coolant levels;
(5) generally clean unit(s);
(6) check the physical security of the Plant;
(7) maintain the unit(s) using Prudent Utility Practices; and
(8) perform safety checks according to Prudent Utility Practices.

(9) change and /or clean filters, as needed
(10) make any needed valve adjustments.

Member shall perform all Plant Work at its sole expense.

Section 4.03 Scheduled Maintenance.

(a) On or before the sixtieth Day before the last Day of each Contract Year, Member shall provide SMMPA with a schedule for Scheduled Outages for the Immediately Following Contract Year. Such schedule shall, for each proposed Scheduled Outage in such Contract Year, specify the Scope of each such Scheduled Outage. Within thirty Days following receipt by SMMPA of Member’s proposed Scheduled Outage schedule, SMMPA shall notify Member whether SMMPA approves the number and Scope of the Scheduled Outages in Member’s proposed Scheduled Outage schedule. The number and scope of the Scheduled Outages in Member’s schedule of Scheduled Outages shall be deemed approved by SMMPA if SMMPA does not notify Member of its disapproval within the time limit set forth above in this Section. If SMMPA objects to the number or Scope of the Scheduled Outages in the proposed Scheduled Outage schedule, SMMPA shall provide Member with proposed changes to the Scheduled Outage schedule. If the Parties do not agree on the number and scope of Scheduled
Outages in a Scheduled Outage schedule within thirty Days after Member receives SMMPA’s proposed changes, the matter shall be resolved by mediation in the manner set forth in this Agreement, having regard for the operating history of the Plant, the manufacturer’s recommendations and Prudent Utility Practice.

(b) Except as otherwise approved in writing by SMMPA or required by MAPP, following the Commercial Operations Date, Member shall undertake or shall cause to be undertaken all Scheduled Outages at times other than peak hours (as defined by MAPP) on Monday through Friday during Summer Months.

Section 4.04 Delivery of Fuel. Except to the extent some or all of such responsibility is delegated to the Member by SMMPA, in accordance with Prudent Utility Practice and after conferring with Member concerning fuel quality, fuel testing and compliance with Environmental Laws, SMMPA shall have sole authority to procure all Fuel for the Plant and shall take all steps that it deems necessary or appropriate for that purpose. Without limiting the generality of the preceding sentence, SMMPA shall have the right to enter into any agreements on behalf of Member and SMMPA for the purchase and delivery of such Fuel which SMMPA in its sole discretion shall deem desirable. SMMPA shall be responsible for the cost of the Fuel and the cost of delivering the fuel to the Plant including any third party charges for the unloading of the Fuel at the Plant. In accordance with Prudent Utility Practice, Member shall have sole authority to manage all Fuel upon its arrival at the Plant according to its discretion and judgment including, without limitation, unloading, handling and storage. Costs incurred by Member for Fuel handling at the Member Plant will be the responsibility of Member without reimbursement by SMMPA.

Section 4.05 Test Fuel and Delivered Energy.

(a) SMMPA shall (i) provide and pay for the Fuel needed to conduct Start-Up Tests and (ii) accept the energy generated by the Plant in such Start-Up Tests; provided that Member shall reimburse SMMPA for the cost of any Fuel needed to conduct any such tests and activities which do not result in the production of energy from the Plant. Member or its designee shall provide SMMPA a good faith estimate of the quantity of Fuel required in connection with any such tests and activities that will result in the production of energy from the Plant pursuant to a written notice no later than 24 hours before such delivery.

(b) For all tests and preventive maintenance activities approved or ordered by SMMPA that take place after the Commercial Operation Date, SMMPA shall provide Fuel and accept energy at the Point of Energy Delivery. Member shall give SMMPA notice of any such test and activities (including estimated amounts of Fuel to be used and energy to be produced) at least 24 hours before Member commences any test or preventive maintenance activities under this Section.

Section 4.06 Station Power. To the extent the Plant does not otherwise provide such energy, Member shall arrange for all energy required for the day-to-day operations of the Plant.

Section 4.07 Delivery of Energy.
(a) Subject to the provisions of this Section, Member shall sell all of the capacity and deliver all energy generated by the Plant during the Term, net of that required for operation of the Plant and losses, to SMMPA at the Point of Energy Delivery and SMMPA shall purchase Contract Capacity and accept Contract Energy from Member.

(b) Member shall not be required to generate power in violation of Applicable Law in contravention of Prudent Utility Practice or at a level in excess of that which SMMPA can prudently receive as a result of any prohibition or limitation of SMMPA's ability to receive such power, whether as a result of Force Majeure or otherwise.

(c) For each request for energy from SMMPA, Member shall endeavor in good faith to supply the exact amount of Contract Energy requested by SMMPA.

Section 4.08 Outage Notices. As soon as practical after a Forced Outage, Member shall provide SMMPA with notice (the "Outage Notice") of such Forced Outage providing its best estimate of the length of such Forced Outage.

Section 4.09 Insurance. Member shall obtain and maintain in force casualty, general liability and excess liability insurance, without reimbursement from SMMPA. All such insurance shall be carried with such insurers, and upon such terms and with such limits and deductibles, as SMMPA shall from time to time specify in its sole discretion. Both SMMPA and Member shall be named insureds on such policies. Losses on casualty policies shall be payable to SMMPA and Member as their respective interests in the damaged property may appear. Member shall provide SMMPA with Certificate of Insurance, or upon request, duplicate insurance policies, on each insurance policy so carried. Such policies shall require notice to both Member and SMMPA prior to any cancellation, material change or non-renewal.

In the event of damage to any of the property included in the Plant covered by insurance carried by Member pursuant to this Agreement, Member shall repair or replace such damaged property promptly. Proceeds of such insurance shall be applied to fund such repairs or replacements. If the proceeds of such insurance are less than required to correct the damage, Member shall provide the shortfall.

Section 4.10 Retesting. Member shall, from time to time, upon request by SMMPA, conduct URGE Tests. Such requests will be made at least two weeks in advance and, to the extent possible, for a time reasonably convenient to the Member. If a change in accredited capacity results from any of these tests, SMMPA shall give notice to Member thereof and such notice shall be deemed to amend Attachment I to change the Contract Capacity in accordance with the revised accredited capacity, effective the first day of the month following the month during which the test is conducted. In connection with such tests, Member shall furnish the personnel and equipment necessary to operate the generating facilities of the Plant, measure and record the results of any URGE Tests, and report operating results to SMMPA. SMMPA reserves the right to be present at all tests. If the URGE standards are modified or MAPP ceases to exist, or should SMMPA for whatever reason become associated with another organization to establish, maintain and coordinate reliability in the region, the new criteria applicable to testing or accreditation of generation resulting from such changes shall replace those of URGE for purposes of this Agreement.
ARTICLE V
AVAILABILITY

Section 5.01 Availability Adjustments. In the event after the Commercial Operation Date, one or more Delivery Failures shall occur, the following adjustments will be made to the Capacity Charge for the Month in which such Delivery Failure(s) occur (and, if necessary, the following months):

(a) On the second and on each subsequent Delivery Failure in any Month, the kW/m Rate used for computation of the Capacity Charge for such Month shall be reduced by the sum of $1.00, but not below $0.

(b) In addition to any reduction under (a) above, SMMPA shall be entitled to a credit against the Capacity Charge for such Month and subsequent Months in an amount (the Non-Delivery Credit”) equal to the sum of (i) the Delivery Deficiency Incremental Cost for the Month in which the Delivery Failure(s) occur plus (ii) the product of the Reliability Rate times the Delivery Deficiency for such Month. To the extent the Non-Delivery Credit exceeds the Capacity Charge for any Month such excess shall be credited against the Capacity Charge for subsequent Months.

Notwithstanding the foregoing, in no event shall adjustments under this Section 5.01 resulting from Delivery Failures in any particular calendar year result in reduction or abatement of the Capacity Charges for more than the amount of six times the full unabated monthly Capacity Charge (although the timing of such adjustments and credits may result in Capacity Charges paid during a calendar year being less than six times the monthly Capacity Charge).

ARTICLE VI
PAYMENTS

Section 6.01 Capacity Charge. SMMPA shall, during the Term, pay to Member a monthly Capacity Charge in the amount of the kW/m Rate multiplied by the then-effective Contract Capacity, not later than 10 days following the end of such Month. Such Capacity Charge is subject to adjustment pursuant to Section 5.01 above. The Member shall charge no transmission or distribution charges or loss compensation to SMMPA for the delivery of the power and energy to SMMPA.

Section 6.02 Imbalance Charges. SMMPA shall pay all Imbalance Charges incurred directly or indirectly by the Plant. Without limiting the foregoing, SMMPA shall reimburse Member for any Imbalance Charges paid by Member.

Section 6.03 Reliability Payment. In the event that SMMPA shall schedule and the Plant shall have delivered Contract Energy in excess of Annual Energy Budget for any Contract Year, SMMPA shall pay Member within 30 days after the end of such Contract Year an additional Reliability Payment equal to the product of the amount of Contract Energy actually delivered to SMMPA in excess of the Annual Energy Budget times $0.036.

Section 6.04 Taxes. Subject to the succeeding provisions of this Section, SMMPA shall pay, or reimburse Member for, all Taxes applicable to the Fuel delivered to and received by
Member, including sales taxes, if any. Member shall be responsible for and pay all ad valorem, property, and similar taxes and assessments assessed by any taxing authority based upon the ownership of the Plant and the Plant Site. Each Party shall indemnify, defend, and hold harmless the other Party for any claims for Taxes for which such Party is responsible hereunder. Each Party agrees to cooperate with the other in obtaining available tax exemptions and minimizing Taxes payable with respect to all transactions contemplated herein. The Party responsible for paying the Taxes shall remit the Tax to the appropriate taxing authority and file the required returns unless otherwise provided by Applicable Law or upon Agreement of the Parties. In such case, the Party otherwise responsible for payment of the Tax shall provide to the Party responsible for remitting the Tax all information necessary to make proper and timely payments and to file the required returns.

Section 6.05  Plant Work Costs. Member shall pay all Plant Work Costs.

Section 6.06  Fuel. Except as expressly otherwise provided in this Agreement, SMMPA shall pay for all Fuel it provides under this Agreement. In the event that SMMPA shall delegate responsibility to obtain Fuel to Member, SMMPA shall reimburse Member for the cost (without markup) of Fuel allocable to the Plant within 30 days after monthly billing by Member.

ARTICLE VII
METERING

Section 7.01  Metering Equipment.

(a)  Contract Energy shall be metered at the Point of Energy Delivery on a continuous real-time basis using the Metering Equipment, which shall be provided and installed by SMMPA in the manner contemplated for metering of energy deliveries to the Member under the Power Sales Contract.

Section 7.02  Operation, Maintenance. The Metering Equipment shall be operated, maintained, calibrated and tested in the manner contemplated for the meters measuring energy deliveries to the Member under the Power Sales Contract. Member shall be responsible for the maintenance and testing of the electrical facilities and Protective Apparatus, including any transmission equipment and related facilities, necessary to interconnect the Plant to the Points of Delivery.

ARTICLE VIII
RECORDS

Section 8.01  Records. Member shall maintain records needed to reflect billings and payments under this Agreement. All such records will be maintained in accordance with industry accepted procedures consistently applied and will be, for a period of two (2) calendar years after the respective records are created, subject to inspection and audit by SMMPA during normal business hours upon reasonable advance written notice.
ARTICLE IX
ASSIGNMENT

Section 9.01 Assignment.

(a) This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their successors and assigns; provided, however, that this Agreement shall not be assigned by either Party hereto without the consent in writing of the other Party hereto, which consent may be withheld at its sole discretion, and any attempted assignment without such consent shall be void, except that such consent shall not be required for any assignment made in connection with the sale, lease or other disposition of all or substantially all of Member's electric system pursuant to Section 7(c) of the Power Sales Contract so long as the assignee assumes the obligations of Member hereunder. No assignment or transfer of this Agreement shall relieve the Parties of any obligation hereunder.

(b) Nothing contained in this Section shall be construed to prevent the Parties from making a collateral assignment of the revenues due under the terms of this Agreement. Except as provided above, no assignment, merger or consolidation shall relieve any Party of any obligation under this Agreement. Subject to the foregoing restrictions in this Section, this Agreement shall be binding upon, inure to the benefit of and be enforceable by the Parties and their respective successors and assigns.

ARTICLE X
INDEMNITIES

Section 10.01 Indemnification.

(a) Each Party will each protect and indemnify the other Party (including Affiliates, owners, subsidiaries, directors, officers, stockholders, employees and agents of such other Party and its Affiliates) from and against any liability or loss (including reasonable expenses and attorneys' fees) because of bodily injury or property damage arising out of or in connection with SMMPA's or Member's, respective performance hereunder; except that neither shall be obligated to indemnify the other for injury or damage caused by the negligence or willful misconduct of the other Party. This provision is for the sole benefit of the Parties hereto and other Persons named herein and is not intended and shall not be construed to confer any rights or benefits on any third party.

(b) In addition, Member shall indemnify SMMPA and hold SMMPA harmless against and reimburse SMMPA for all costs, expenses and/or liabilities incurred by SMMPA as a result of any Contamination and/or Clean-Up, imposition of liens, and/or Third Party Claims arising out of the existence or claimed existence of Hazardous Substances in the Plant or the Plant Site, or arising out of any Hazardous Substances placed in the Plant or the Plant Site whether or not released as the result of negligence of Member and shall include, without limitation, all costs of Clean-Up and all costs of defense of and compliance with any remediation or other requirements imposed under Enforcement Proceedings related thereto.
ARTICLE XI

DEFAULT

Section 11.01 Events of Default. Events that shall be considered defaults under this Section are as follows:

(i) Abandonment by Member of the construction or any future repair of the Plant for any period in excess of thirty (30) consecutive Days and does not resume construction within twenty (20) Days after notice thereof by SMMPA.

(ii) Abandonment by Member of the operation of the Plant for any period in excess of ten (10) consecutive Days and does not resume operation within five (5) Days after notice thereof by SMMPA.

(iii) Any other material breach by Member or SMMPA of any material provision under this Agreement if such breach is not cured within sixty (60) Days following notice of such breach by the other Party. If, however, such default cannot be cured within sixty (60) Days of receipt of such notice with the exercise of reasonable diligence, the defaulting Party shall have the right to provide the non-defaulting Party with a plan within such sixty (60) Day period for the appropriate actions to cure the breach or default, which plan shall be subject to the approval of the non-defaulting Party, said approval not to be unreasonably withheld. Immediately following the submission of the plan to the non-defaulting Party, the defaulting Party must diligently commence pursuit of the appropriate action under the plan to cure and so long as it does so, it shall be granted the additional time to cure in accordance with the plan.

ARTICLE XII

FORCE MAJEURE

Section 12.01 Force Majeure.

(a) In the event either Party to this Agreement is rendered unable, wholly or in part, by Force Majeure or a breach of this Agreement by the other Party to perform any of its obligations under this Agreement (other than obligations to make payments), such Party shall provide notice and the full particulars of such Force Majeure or such breach in writing or by telephone to the other Party as soon as practical after the occurrence of the event of Force Majeure or such breach. Telephone notices, allowable under the provisions of this Section, shall be confirmed in writing as soon as reasonably possible and shall specifically state full particulars of the Force Majeure or such breach, the time and date when the Force Majeure or such breach occurred. The obligations of the Party giving such notice with respect to matters for which Force Majeure constitutes an excuse for non-performance under other terms hereof, so far as they are affected by such Force Majeure or such breach shall be suspended from the inception and throughout the period of continuance of any inability of performance so caused, but for no longer period and any scheduled dates for performance shall be adjusted to the extent necessary to enable the affected Party to meet such a date after resuming performance.

(b) Any Party rendered unable to fulfill any of its obligations under this Agreement by reason of Force Majeure shall exercise due diligence to remove such inability with
all reasonable dispatch. SMMPA’s obligation to pay Capacity Charges and the Parties’ obligations to pay other amounts due under this Agreement shall not be excused by Force Majeure.

ARTICLE XIII
COOPERATION

Section 13.01 Cooperation. The Parties shall cooperate in good faith in all reasonable respects in matters involving the construction, financing, dispatch and operation of the Plant. Each Party shall act, in all reasonable respects, in good faith toward the other Party and when dealing with governmental regulatory bodies and other third parties regarding matters arising under or in connection with this Agreement. The Parties shall cooperate in good faith in all reasonable respects in matters involving environmental or regulatory permits and each Party shall act in good faith to assist the other Party with the maintenance of all environmental or regulatory permits during the Term.

Section 13.02 Bond Financing. SMMPA acknowledges that Member expects to issue bonds in 2002 with a final maturity of not more than 20 years from the issuance date and with a first call date not later than 9 years from the issuance date, in the estimated amount of $4,800,000 to pay the cost of the acquisition and construction of the Plant and the cost of issuance of the Bonds (the “Bonds”) and to pay interest on the Bonds during acquisition and construction and to fund the debt service reserve fund, and that the interest on said Bonds is intended to be excludable from gross income for purposes of federal income taxation under Section 103 of the Internal Revenue Code of 1986, as amended, and applicable rulings and regulations thereunder (collectively, together with any successor Internal Revenue Code, the “Code”) on the grounds that the Bonds would not be “private activity bonds” under Section 141 of the Code. As used in this Section, the term “Bonds” also includes any tax-exempt bonds issued to refund any Bonds, provided that (1) the refunding bonds have a final maturity date not later than the Bonds being refunded, (2) the refunding bonds result in a net debt service savings to the Member, and (3) the issuance of the refunding bonds does not impose additional, more stringent limitations on SMMPA’s use and enjoyment of its rights under this Agreement in order to maintain the tax exemption of the interest on the refunding bonds, versus those limitations applicable with respect to the Bonds being refunded thereby.

(a) SMMPA represents that no circumstances caused by SMMPA currently exist and SMMPA has taken no action and will not take any action (including, without limitation SMMPA’s use transfer, sale or other disposition of the Contract Capacity) the effect of which, individually, or in the aggregate, would be to cause the interest on the Bonds to become generally includable in gross income of the recipients for federal income tax purposes, under circumstances where, but for such circumstances or actions, such interest would be tax exempt.

(b) While neither the Member nor SMMPA reasonably expects to take any deliberate action, as provided in United States Treasury Regulation 1.141-12 (the “Remedial Action Regulation”), which would cause the Bonds (1) to meet the private business tests or the private loan financing test, as defined in United States Treasury Regulation 1.141-2, -3, -4, and -5 and (2), absent compliance with the Remedial Action Regulation or other applicable law or regulation, would cause interest on the Bonds to become includable in gross income for federal
income taxation, if in the future SMMP A may consider it desirable to take such action, it shall promptly give written notice to the Member and Member shall, with the assistance of SMMP A, comply (if possible) with all requirements of the Remedial Action Regulations, or such similar regulations as may be applicable. If such remedial action includes the prepayment or defeasance of the Bonds or a portion thereof, then SMMP A shall pay to Member such amounts as may be necessary to prepay the principal of, premium (if any) and interest on the Bonds or such portion thereof, if the Bonds may forthwith be prepaid, or provide Member with sufficient funds to appropriately fund an escrow to pay or prepay said Bonds or portion thereof at the earliest or otherwise appropriate opportunity, and SMMP A shall also reimburse Member for all other reasonable costs of such compliance, prepayment or defeasance (including escrow agent fees), if applicable. Following such prepayment or defeasance of all Bonds, SMMP A shall be entitled to offset against the Capacity Payments the amount that would have been payable as principal and interest under such Bonds if such Bonds had not been prepaid or defeased.

Section 13.03 Right of Entry. Member shall permit SMMP A or its agents to enter the Plant and Plant Site during reasonable business hours for the purpose of inspection thereof and for performance of any acts required or permitted under this Agreement.

Section 13.04 Other Member Contracts. This Agreement is one of a series of contracts proposed to be executed between SMMP A and its members for quick-start generation facilities. Since other contracts remain to be negotiated, the parties desire to provide for adjustment to the terms of this Agreement should certain other contracts be entered into on terms substantially more favorable to the other members. The parties agree that in the event SMMP A and another member of SMMP A execute a Qualifying Contract, as hereinafter defined, that provides for a greater compensation to the member than is provided in this Agreement, SMMP A shall so notify Member (the "Notification"), which Notification shall also specify which other provisions of the Qualifying Contract (the "Changes") [which Changes may, at SMMP A's election, include all substantive terms of the Qualifying Contract] SMMP A deems related to the differences in the Capacity Charge. If such notice be given, Member shall be entitled to elect to require SMMP A to amend this Agreement to provide for the same Capacity Charge as is provided in the Qualifying Contract, and to incorporate the Changes by giving SMMP A written notice of such election not later than 30 days after the Notification is given to Member. If such election is made, SMMP A and Member shall forthwith prepare and execute an amendment hereto embodying the Changes and the revised Capacity Charge. The term "Qualifying Contract" shall mean a capacity and energy purchase contract which meets the following standards: (a) it is between SMMP A and a member of SMMP A; (b) it covers the total output of one or more diesel generators, each with quick-start capability (10 minute run time); (c) it has a term of 15 years or more and (d) it is executed by SMMP A and the member between May 1, 2001 and April 30, 2003.

ARTICLE XIV
MISCELLANEOUS

Section 14.01 Limitation on Punitive and Consequential Damages.

(a) Neither Party shall be liable to the other for indirect, consequential, or punitive damages. For the purpose of this Section, remedies specified in this Agreement shall
not be deemed as a compensation for punitive, indirect or consequential damage. The limitation in this Section shall not apply in the case of bad faith, gross negligence or willful misconduct.

(b) Notwithstanding any provision of this Agreement to the contrary, Member shall not be liable for, and shall be held harmless against, any claims damages or liabilities of any kind resulting from a Forced Outage or other failure to make Contract Capacity or Contract Energy available to SMMPA other than as expressly provided in Article V. Notwithstanding any provision of this Agreement to the contrary, SMMPA’s remedy for Member’s breach of any provision of Article V shall be limited to the remedies provided in such Article V.

Section 14.02 Notices. Any notices, elections, demands or requests required or authorized by this Agreement, or any other instrument or document or information required to be tendered or delivered by either Party, shall be in writing and personally delivered or sent by certified mail, return receipt requested, postage prepaid, or by facsimile (confirmed by regular mail) to:

(a) If to SMMPA at
500 First Avenue SW
Rochester, Minnesota 55902-3303
Attention of the Executive Director & CEO
Facsimile number: (507) 292-6413, and

(b) If to Member at
227 South Front Street
St. Peter, Minnesota 56082-2538
Attention of City Administrator
Facsimile number: (507) 931-4840

or such other address as either Party shall provide by similar notice. Any notice given hereunder shall be deemed to be given upon the earlier of (a) actual receipt or (b) three Days after deposit in a properly addressed envelope in the U.S. mail, postage prepaid, certified mail, return receipt requested. Routine operational notices and communications and notices during an Emergency or other unforeseen event may be made in person or by telephone. Scheduling and dispatching communications from SMMPA are not subject to this Section 14.02 and shall be effective if given in accordance with the procedures from time to time promulgated by SMMPA for such purposes.

Section 14.03 No Rights of Third Parties. This Agreement is intended for the benefit of the Parties. Except for the express indemnification provisions of this Agreement, nothing in this Agreement shall be construed to create any duty to, any standard of care with reference to, or any liability to, any Person not a party to this Agreement.

Section 14.04 Subject to Applicable Laws. This Agreement is subject to Applicable Laws including applicable federal, state and local laws, ordinances, rules and regulations.
Nothing herein contained shall be construed as a waiver of any right to question or contest any such law, ordinance, rule or regulation or asserted regulatory jurisdiction.

Section 14.05 No Partnership. This Agreement shall not be interpreted or construed to create an association, joint venture, or partnership between the Parties or to impose any partnership obligation or liability upon either Party. Neither Party shall have any right, power or authority to enter in any Agreement or undertaking for, or act on behalf of, or to act as or be an agent or representative of, or to otherwise bind, the other Party.

Section 14.06 Amendment. This Agreement may be amended only upon written agreement of the Parties.

Section 14.07 No Waiver. Failure of a Party to insist, on any occasion, upon strict performance of this Agreement shall not be a waiver of the right to insist upon strict performance of any provision on any other occasion.

Section 14.08 Captions. The captions of the various articles and sections of this Agreement are for convenience and reference only and shall not limit or define any of the terms and provisions hereof.

Section 14.09 Complete Agreement. This Agreement embodies the complete Agreement between the Parties hereto and supersedes all other oral or written understandings and Agreements. Each Party acknowledges that no representations, inducements, promises, or Agreements, oral or otherwise, have been relied upon or made by any Party, or anyone on behalf of a Party, which are not embodied herein, and that no other Agreement, statement, or promise not contained in this Agreement shall be valid or binding.

Section 14.10 Currency of Account. All payments hereunder shall be made in United States Dollars.

Section 14.11 Choice of Laws. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

Section 14.12 Severability. If any term or provision of this Agreement, or the application thereof to any Person or circumstance, shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to Persons or circumstances other than those as to which it is held invited or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

Section 14.13 Continued Performance. The Parties shall continue to perform their respective obligations under this Agreement during the pendency of any dispute, including a dispute regarding the effectiveness of this Agreement or the purported termination of this Agreement.

Section 14.14 Power Sales Contract. The Power Sales Contract is a separate and distinct agreement between the parties hereto, but the parties agree to amend Schedule A of the Power Sales Contract to make the Point of Energy Delivery a Point of Delivery. In all other respects
the parties do not intend this Agreement to amend or modify the Power Sales Contract. In the event that this Agreement is terminated or is not in effect for any reason, or if Member for any reason is not entitled to payment for services rendered hereunder, the Power Sales Contract shall remain in full force and effect.

The schedules and exhibits attached to this Agreement are incorporated herein by reference and made a part of this Agreement as if fully set forth herein.

EXECUTED this 20th day of May, 2001.

SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY

By
Raymond A. Hayward
Its Executive Director and CEO

CITY OF ST. PETER, MINNESOTA

By
Jerry K. Hawbaker, its Mayor

And
Todd Praake, its City Administrator

Attest
Todd Praake, its City Clerk

And
Paula O'Connell, its Finance Director
Exhibit A

Part I

The project consists of the furnishing of six (6) 2,000 kW, 13.8 kV, 3-phase 60 Hz diesel engine generator sets with controls and accessories; one lineup of 15 kV metalclad switchgear including seven (7) vacuum circuit breakers, with related controls and accessories; one supervisory system for control and monitoring of the provided generator sets and switchgear; miscellaneous related equipment; and testing, commissioning, and start-up services.

Part II

Parcel 1: That part of the Northeast Quarter of the Southeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota described as follows: Commencing at the East Quarter of said Section 17; thence South 00 degrees 13 minutes 13 seconds West, (assumed bearing) on the East line of the Southeast Quarter of said Section 17, a distance of 1316.56 feet to the Southeast Corner of Northeast Quarter of the Southeast Quarter of said Section 17; thence North 89 degrees 55 minutes 28 seconds West, on the South line of the Northeast Quarter of the Southeast Quarter of said Section 17, a distance of 866.60 feet to the point of beginning; thence continuing North 89 degrees 55 minutes 28 seconds West, on said South line, 120.00 feet; thence North 00 degrees 11 minutes 51 seconds East, 300.00 feet; thence South 89 degrees 55 minutes 28 seconds East, 120.00 feet; thence South 00 degrees 11 minutes 51 seconds West, 300.00 feet to the point of beginning. Said parcel contains 0.82 acres of land and is subject to and together with any and all easements of record.

Access Easement: A 25 foot wide access easement over, under, and across, that part of the Northeast Quarter of the Southeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, said easement lying to the right of the following described line: Commencing at the East Quarter of said Section 17; thence South 00 degrees 13 minutes 13 seconds West, (assumed bearing) on the East line of the Southeast Quarter of said Section 17, a distance of 1316.56 feet to the Southeast Corner of Northeast Quarter of the Southeast Quarter of said Section 17; thence North 89 degrees 55 minutes 28 seconds West, on the South line of the Northeast Quarter of the Southeast Quarter of said Section 17, a distance of 866.60 feet to the point of beginning of the line to be described; thence North 00 degrees 11 minutes 51 seconds East, 567.91 feet to a point on the Southerly right of way line of Broadway Avenue, and said line there terminating. The sidelines of said easement are prolonged or shortened to the Southerly right of way line of Broadway Avenue and the South line of the Northeast Quarter of the Southeast Quarter of said Section 17. Said easement contains 0.33 acres of land.
Attachment I

Nameplate Capacity

12 MW
Ask LMC: What Are the Requirements for Lifeguards?

Q: What requirements must cities comply with when employing lifeguards?

LMC: There are certain federal and state laws you must comply with. For pools and splash pads, lifeguards must be at least 15 years old, have an American Red Cross swimming instructor certification or similar certification, and must be continually supervised by an adult who is 18 years of age or older. “Pool” in this context means swimming pools and water amusement parks, including wave pools, lazy rivers, play areas with waterfalls or sprinkler areas, and baby pools. But 15-year-old lifeguards may not work at the top of power-driven water slides and cannot work in any mechanical room or chemical storage areas, including areas where the filtration and chlorinating systems are housed. A lifeguard must be at least 18 years old to work in those areas. However, federal law allows 15-year-olds to do work that includes “the use of hand tools to clean the pool and pool area; and the testing and recording of water quality for temperature and/or pH levels, using all of the tools of the testing process including adding chemicals to the test water sample.”

For beaches, the general rule is that lifeguards must be 16 years old or older. This is so even though the minimum age for a pool lifeguard is age 15. State law requires that if a city provides lifeguards at a public beach, each lifeguard must be certified in first aid, and adult, child, and infant CPR; have American Red Cross lifeguard certification or the equivalent; and provide supervision of people while on duty.

Cities are not required to have lifeguards, but if they do, they must meet the above requirements. If they choose not to have a lifeguard, they must post a sign in plain view with letters at least four inches high that reads: “Warning—No Lifeguard on Duty” and in letters at least one inch high: “Children must not use the pool without an adult in attendance.”
D. Public swimming beaches

In Minnesota, “going to the lake” is a long-standing tradition in the summertime. Many cities have developed public water access into a formal swimming beach. These areas are often a favorite spot for residents looking to take a swim. When a city owns and/or operates a swimming beach, risk management techniques need to be implemented to keep swimmers safe and minimize liability to the city.

1. Beach docks, rafts, and slides

Minn. R. 4717.3750.

Installing features such as docks, rafts, slides, etc. with or without lifeguards does increase the city’s potential liability. Cities need to ensure beach features are properly maintained. In addition, if water depth is not adequate for diving, “no diving” signs must be posted. Water depths for diving should be consistent with Minnesota Department of Health regulations for swimming pools. A minimum of 8 feet 6 inches of water depth is required for diving from the water level and a 10-foot water depth is required for a 1-meter diving board or elevated platform.

2. Beach lifeguards

The decision to employ lifeguards is up to the city. City liability is not automatically reduced if lifeguards are present, nor does the presence of lifeguards reduce the city’s liability insurance premium. However, if lifeguards are present and fail to enforce rules like no diving, the city’s liability may increase. City liability may also increase if docks, rafts, and other features are misused and no lifeguards are employed to take supervisory action. As a result, we recommend the number and complexity of features be limited or removed altogether if there are no lifeguards on site.

RELEVANT LINKS:
League of Minnesota Cities Information Memo: 8/25/2017

Parks and Recreation Loss Control Guide Page 39

If the city chooses not to employ lifeguards, a sign that reads “No Lifeguard on Duty” should be posted at the beach. When a lifeguard is on duty for certain hours, a sign indicating “Lifeguard on Duty” needs to be posted. Avoid posting set hours in a fixed sign that does not allow for flexibility in the event of changes in the lifeguard hours such as poor weather, illness, etc. It is preferable to have a sign indicating “No Lifeguard on Duty” that the lifeguard covers with a placard noting “Lifeguard on Duty” when he/she is actually on duty.

Minn. R. 5200.0910, K.

29 C.F.R. § 570.34 (!).  

If lifeguards are employed by the city at a beach, they must be 16 or older (in contrast, the minimum age for a pool lifeguard is 15). In addition, lifeguards who are younger than 18 must be continually supervised by an adult who is 18 years of age or older. Safety equipment available when a lifeguard is on duty should include the following:

• Sun umbrella.
• First aid kit.
• Communication (phone or radio).
• Ring buoys or rescue tubes.
• Rescue boat.

3. Beach attendants

Some cities choose to use a beach volunteer or hire a beach attendant to supervise the beach area and report problems. Cities using a “beach attendant” still should post a “No Lifeguard on Duty” sign.

4. Beach maintenance and inspection

Park personnel should inspect the beach area on a regular basis during the open season. Documenting such inspections can benefit the city by illustrating that reasonable care was exercised in maintaining the beach. Hidden hazards may naturally exist and vandals or weather conditions may create additional hazards that need to be addressed. Obstructions, drop-offs, and trip hazards can be marked with a warning sign and/or eliminated.

It is important to inspect these areas in the off-season to identify hazardous conditions that may become snow-covered and create a hidden hazard. Docks, lifeguard stands, and other temporary features need to be stored in the off-season safely away from snowmobile access trails, sledding hills, or other recreation activities.

RELEVANT LINKS:
League of Minnesota Cities Information Memo: 8/25/2017
Parks and Recreation Loss Control Guide Page 40

5. Beach signs

Post beach rules and information such as:
• Swim in designated areas only.
• Hours of operation.
• No alcohol.
• No pets.
• No glass.
• No smoking.
• No unsupervised children under _____ (insert age).
• The phone number to report a problem.

6. Beach designated swimming areas

Minn. R. 6110.1600.
Swimming areas in public waters maintained or designated by cities that offer public swimming facilities in any body of water where operation of motor-powered watercraft is not prohibited must be marked in the following manner:

a. Perimeters

The entire perimeter of the water area must be marked with white marking buoys no less than nine inches in diameter and extending no less than 36 inches above the surface of the water. Each marking buoy must contain two horizontal bands of orange, one such band at the top and the other just above the waterline. Each marking buoy must also contain two diamond shapes with crosses, which means, "Boats keep out." These diamond shapes must have a vertical diagonal of not less than 14 inches. The borders of the diamond and cross outline cannot be less than two inches in width. The color of these borders must be orange. The diamonds must be placed midway between the horizontal bands. The words "swim area" should also appear on each marker in no smaller than two-inch letters.

b. Buoys

Marking buoys must not be spaced more than 75 feet apart and in no case may fewer than three markers be used to establish a boundary line.

c. Other markers

Smaller markers may be used to add definition to the area boundaries. These smaller markers must be all white in color.

RELEVANT LINKS:

League of Minnesota Cities Information Memo: 8/25/2017

Parks and Recreation Loss Control Guide Page 41

7. Beach closure—water quality criteria

Minnesota Department of Health has information on monitoring programs and closure tools for local governments.

Although it is normal (in fact healthy) for beaches to have microbes in the water, sometimes the water contains pathogens that cause sickness. Local authorities, such as city officials, may face the prospect of closing beaches and bathing areas in order to protect public health.
RESOLUTION NO. 2018 - 12

STATE OF MINNESOTA
COUNTY OF LE SUEUR
CITY OF LE SUEUR

RESOLUTION APPROVING 2019 FARE SCHEDULE

WHEREAS, Minnesota River Valley Transit has adopted a schedule of fares for transit services; and

WHEREAS, the fares are reviewed on a regular basis to ensure all costs of providing the services are covered; and

WHEREAS, staff recommends modifications to the fare schedule to take effect January 1, 2019.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MINNESOTA RIVER VALLEY TRANSIT AUTHORITY, THAT:

1. The following fee schedule shall become effective January 1, 2019:

<table>
<thead>
<tr>
<th></th>
<th>LE SUEUR</th>
<th>SAINT PETER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0-4</td>
<td>5-55</td>
</tr>
<tr>
<td>Dial-a-ride</td>
<td>$1</td>
<td>$2.25</td>
</tr>
<tr>
<td>Route</td>
<td>$0.50</td>
<td>$1.75</td>
</tr>
<tr>
<td>Kasota</td>
<td>$4.50</td>
<td>$4.50</td>
</tr>
</tbody>
</table>

2. The following school and preschool rates are effective September 1, 2019:

<table>
<thead>
<tr>
<th></th>
<th>LE SUEUR</th>
<th>SAINT PETER</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRESCHOOL</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCHOOL</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Le Sueur</td>
<td>$3.00*</td>
<td>$1.50</td>
</tr>
<tr>
<td>Saint Peter</td>
<td>$3.00*</td>
<td>$1.75</td>
</tr>
<tr>
<td>*Per Day</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. The following fares are hereby established for the Corridor Route effective January 1, 2019:

   Six years and under $2.00
   7 years or older $6.00

4. Unless otherwise noted, all fares are one-way.

Adopted by the Board of the Minnesota River Valley Transit Authority this 12th day of September, 2018.

Susan Carlin
Chairperson

ATTEST:

Todd Prafke
Saint Peter City Administrator
ARTICLE III. - WEEDS AND GRASS

Sec. 54-49. - Private property.

It is unlawful for any owner, occupant or agent of any lot or parcel of land in the populated portion of the City to allow any weeds or grass, not a cultivated crop, growing upon such lot or parcel of land to attain a height greater than six inches, or to allow such weeds or grass to go to seed.

(Code 1989, § 10.88(subd. 1); Ord. No. 197(2nd Ser.), § 1, 2, 5-29-1990; Ord. No. 212(2nd Ser.), § 1, 5-28-1991)

Sec. 54-50. - Duty of property owners to cut grass and weeds.

It is unlawful for any property abutting on any street, boulevard, alley, or public easement (hereinafter City-owned right-of-way) to allow any weeds or grass from the line of such property nearest to such City-owned right-of-way to the center of such City-owned right-of-way to attain a height greater than six inches.

(Code 1989, § 10.88(subd. 1.A); Ord. No. 197(2nd Ser.), § 1, 2, 5-29-1990)

Sec. 54-51. - Failure to comply with height limitation.

If any owner, occupant or agent fails to comply with this height limitation and after notice given by the Mayor, has not within seven days of such notice complied, the City shall cause such weeds or grass to be cut and the expenses thus incurred shall be a lien upon such real estate. The City Clerk-Administrator shall certify to the County Auditor, a statement of the amount of the cost incurred by the City. Such amount together with interest shall be entered as a special assessment against such lot or parcel of land and be collected in the same manner as real estate taxes.

(Code 1989, § 10.88(subd. 2); Ord. No. 212(2nd Ser.), § 1, 5-28-1991)

Sec. 54-52. - Natural Nature Areas exempted from article provisions.

Public property designated as a "Natural Nature Area" by resolution of the Council shall be exempt from the requirements of this article.

(Code 1989, § 10.88(subd. 3); Ord. No. 212(2nd Ser.), § 1, 5-28-1991)
Secs. 54-53—54-77. - Reserved.
Emerald Ash Borer (EAB) Management Plan
City of Saint Peter 2018

Purpose:
The City of Saint Peter will take a proactive approach to mitigate the spread of Emerald Ash Borer and spread the physical and fiscal costs associated with the outbreak of Emerald Ash Borer over an extended timeframe. The loss of ash trees in the City of Saint Peter will have a devastating effect on home values, quality of life and the environment. The goal of the City is to buffer that impact by implementing current best management practices.

Applicability:
This management plan is applicable to all public and private properties within the City of Saint Peter.

Emerald Ash Borer Coordinator:
The Department of Public Works and the City Forester shall be responsible for implementing and overseeing this program.

Introduction:
Emerald Ash Borer (EAB), Agrilus planipennis Fairmaire, is an exotic beetle that was discovered in southeastern Michigan near Detroit in the summer of 2002. The adult beetles feed on ash foliage but cause little damage. The larvae (the immature stage) feed on the inner bark of ash trees, disrupting the tree's ability to transport water and nutrients. EAB probably arrived in the United States on solid wood packing material carried in cargo ships or airplanes originating in its native Asia.

EAB attacks all species of ash trees (Fraxinus spp.) found in Minnesota, which include green ash (Fraxinus pennsylvanica), black ash (Fraxinus nigra) and white ash (Fraxinus americana). Mountain ash (Sorbus aucuparia) are not of the Fraxinus genus and are unaffected by EAB. Because EAB is hard to detect, it can be present for years before an infestation is confirmed. There are limited control measures for EAB which means if left untreated EAB has the potential of killing all ash trees throughout the United States and Canada.

EAB was first discovered in Minnesota on May 13, 2009 (est. infestation of 2005) in the city of Saint Paul and has since spread throughout Minnesota. Quarantines are currently in place in 15 counties. The City of Saint Peter has over 1,000 public boulevard Ash trees (approx. 22% of all boulevard trees) and many more which compose the urban tree canopy within the park system and other public property. There is also a large amount of ash trees found on private property. It is possible that despite state and federal quarantines of infested regions, EAB may already be established in the City of Saint Peter.

Economic Impact:
Removing and replanting ash trees will be a tremendous physical and financial challenge for the City of Saint Peter and private property owners. Utilizing a simple formula for removals, stump grinding and replanting, a cost estimate can be determined. For example, consider an average removal cost of $225 (disposal, stump removal, and restoration) and an average replanting cost of $125. At these rates, the economic impact of losing just the 1000 boulevard trees would be approximately $350,000.

Detection and monitoring:
The Public Works Department will continue to inspect public and private properties, both on request and during routine inspections. Suspect trees will be carefully analyzed. Sampling mechanisms to be used will be consistent with Minnesota Department of Agriculture (MDA) guidelines and will include visually looking at all parts of the tree, branch removal and bark shaving with a drawknife.
Tree Management:
The City will adopt a proactive “Structured Removal Plan” of ash trees, removing those in decline and those requested to be removed in anticipation of the larger loss of the entire ash population. The intent is to slow the spread of EAB by reducing host trees, thus, spreading out management costs over several years by avoiding a “spike” in diseased and dangerous trees.

The City of Saint Peter must prepare and manage for the arrival of EAB on three fronts:

A. Boulevard trees within the right-of-way
B. Public property trees (i.e. parks, disk golf course, etc.)
C. Private property trees

A. Boulevard Trees:
1. The City has begun a policy of excluding any new ash tree plantings within the public right-of-way (ROW) —with the recommendation that citizens and businesses discontinue the use of ash in new plantings.
2. The City will remove any boulevard ash tree, at citizen request, that is in a state of decline.
3. The City will permit residents to chemically treat an ash tree in the public ROW under the conditions of hiring a licensed tree service that is bonded and insured, and that is a State of Minnesota Licensed Commercial Pesticide Applicator using state approved trunk injection pesticides only. By using trunk injections this reduces pesticide exposure to others and the environment overall. (Note: Chemical treatment would not preclude future removal of said ash tree if deemed necessary by Public Works)

B. Public Property Trees:
1. The City will not plant any new ash trees on public property which can carry the EAB infection.
2. The City shall begin to remove any poor quality trees or trees in fair condition with major defects.
3. The City will continue to cooperate with the Minnesota Department of Agriculture and Minnesota Department of Natural Resources to establish EAB detection trees as needed on City property.
4. Ash trees in natural wooded areas will be left alone – unless it is determined that their removal is necessary. If it is an early EAB infestation we will be removing infested trees as needed to slow the spread to the community.
5. In public parks ash trees will be replaced.

C. Private Property Trees:
1. There are thousands of ash trees, large and small, on private property in the City of Saint Peter. No inventory exists, and ash densities vary by neighborhood.
2. Property owners are urged to monitor for the EAB.
3. City of Saint Peter, City Ordinance, Chapter 54-Vegetation, Article II, will be updated to reflect the Emerald Ash Borer threat.
4. When residents call the City with questions regarding EAB, questions will be answered and they will be encouraged to consult with a Certified Arborist that is insured and bonded.
5. The City will also encourage residents to replace trees lost with species appropriate for the site, or to plant new trees in advance of EAB infestation and ash removal as a way of lessening the large economic and environmental impact of the EAB.
6. The City will not chemically treat or dispose of any trees found on private property without just compensation.
Ordinances and Policies:
The City's Ordinances and policies must outline what actions the City can take to manage diseased trees. Ordinance revisions will be recommended to the City Council as appropriate to address the infestation of EAB.

Inventory:
A complete boulevard tree survey was conducted between 1998-2000 by Kunde Co., Inc. The inventory included location, species, size and condition of each tree. In 2015, the process of updating the inventory started, with specific goals of determining the current ash tree population. At present the tree inventory details a total of 4,824 trees of which 1068 are ash trees (22%). The Public Works staff will continue to update the tree inventory on boulevards and then public land in the City (i.e. parks, etc.).

Wood Disposal:
The prompt removal of EAB infested trees is the first priority in the City's management plan. The probable loss of thousands of ash trees creates several challenges for the City regarding public trees as well as residents and commercial tree services dealing with private property trees. All ash wood will need to be disposed of following state guidelines and quarantines. Therefore, the City will explore emergency marshalling yard(s) for suitable tree disposal and utilization. These yard(s) would be used to process all wood in the area, including public, and private from property owners and commercial tree services. The yard(s) will also be used when EAB confirmed trees that need to be removed in response to an emergency, such as clean-up of a wind storm during the months when beetles are active.

Pesticide Use:
The City of Saint Peter shall consider pesticide use for EAB on public trees to reduce beetle populations in known infested areas. The City would select trees for treatment that meet certain criteria, depending on the goal of the particular treatment. In most cases, the trees selected would be of better quality condition and candidates that would be kept in the landscape for the long-term.

Treatments must be repeated at regular intervals (every 2-3 years) for the lifetime of the tree. One advantage of the treatment program is that in treating select ash trees, the City will continue to derive the many environmental and social benefits (ecosystem services) of large canopy shade trees while reforestation efforts take hold. In addition, inoculating some trees will delay the large “spike” of dead trees allowing the City to determine and manage dead timber over a longer period of time. Although concerns exist over use of pesticides, arguably, an equal environmental impact exists for the potential benefits lost that are provided by large canopy shade trees.

If a treatment program is chosen, the Department of Public Works recommends use of the insecticide, TREE-age®/active ingredient emamectin benzoate, administered through trunk injection (versus soil drenches or other methods). Injecting the chemical directly into the tree will reduce exposure of pesticide to other non-targets and research has shown this to be the most effective treatment. Further, the chemical emamectin benzoate is not a neonicotinoid-based chemical which has come under increased scrutiny for the possible decline in bees (pollinators). All treated trees would have an aluminum tag attached to them with the most recent year of treatment, e.g., "EAB 2018".

Reforestation:
Replanting as ash trees are removed is arguably the most important part of the EAB Management Plan. Reforestation with a diversity of young trees is the primary objective in retaining the City urban forest and reducing the chance of future wide-spread, devastating tree
loss events caused by biological factors. The City should strive for a tree diversity of no more than 5% of any given species or cultivar, no more than 10% for a given genus and no more than 15% for any given family on public land and ROW. While it is impossible to avoid the onset of pests and diseases, avoiding monocultures through diversity and mixed planting schemes can help reduce the impact.

The tree inventory will be a valuable tool in reforestation efforts. The goal of the EAB Management Plan should be to replant a new tree for every ash tree lost. However, if EAB spreads rapidly and funding does not keep pace, the concern is replanting could fall far behind the number of trees removed. All the more important that both residents and officials understand the many benefits that trees provide and the financial as well as environmental impact that will occur if we do not maintain adequate reforestation as part of the program.

**Outreach:**
Resident education and communication are key components of managing the impact of the EAB, especially as more information becomes available. The City will continue to educate residents and elected officials concerning EAB. Public information is available to residents through the City’s website, newsletters, and available at City Hall.
<table>
<thead>
<tr>
<th>Purchase</th>
<th>Size of Tree (Pot Gallons)</th>
<th># of Trees</th>
<th>Cost for Per Unit</th>
<th>Cost to Plant Each Tree</th>
<th>Cost per Tree Planted</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Variety of Trees</td>
<td>10</td>
<td>200</td>
<td>$100</td>
<td>$25</td>
<td>$125</td>
<td>$25,000</td>
</tr>
<tr>
<td>Variety of Trees</td>
<td>5</td>
<td>200</td>
<td>$50</td>
<td>$5</td>
<td>$55</td>
<td>$11,000</td>
</tr>
<tr>
<td>Variety of Trees</td>
<td>2</td>
<td>300</td>
<td>$18</td>
<td>$3</td>
<td>$21</td>
<td>$6,300</td>
</tr>
<tr>
<td>Mulch, Stakes, Tree Wraps</td>
<td>200</td>
<td></td>
<td>$16</td>
<td></td>
<td></td>
<td>$3,200</td>
</tr>
<tr>
<td>Water Bags</td>
<td>225</td>
<td></td>
<td>$20</td>
<td></td>
<td></td>
<td>$4,500</td>
</tr>
</tbody>
</table>

$ 50,000
Succession Process Plan 10/2014

Director of PW
Job Description Summary portion
Accept Resignation
Review of Job Description
Modifications if needed
Review organizational structure
Review of Wage using various sources
Standard Ad placement Herald, MMUA, LMC, others
Council to participate in portions of interview process.
Recommendation from City Administrator to City Council for Hire

Director of Finance
Job Description Summary portion
Accept Resignation
Review of Job Description
Modifications if needed
Review organizational structure
Review of Wage using various sources
Standard Ad placement Herald, MMUA, LMC, others
Council to participate in portions of interview process.
Recommendation from City Administrator to City Council for Hire

Director of Community Development
Job Description Summary portion
Accept Resignation
Review of Job Description
Modifications if needed
Review organizational structure
Review of Wage using various sources
Standard Ad placement Herald, MMUA, LMC, others
Council to participate in portions of interview process.
Recommendation from City Administrator to City Council for Hire

Director of Building
Job Description Summary portion
Accept Resignation
Review of Job Description
Modifications if needed
Review organizational structure
Review of Wage using various sources
Standard Ad placement Herald, Department of Commerce, LMC, others
Council to participate in portions of interview process.
Recommendation from City Administrator to City Council for Hire

Director of Recreation and Leisure Services
Job Description Summary portion
Accept Resignation
Review of Job Description
Modifications if needed
Review organizational structure
Review of Wage using various sources
Standard Ad placement Herald, SMRPA, LMC, others
Council to participate in portions of interview process.
Recommendation from City Administrator to City Council for Hire

**Police Chief**
Job Description Summary portion
Accept Resignation
Convene joint City Council and Civil Service Commission Board
Review of Job Description
Modifications if needed
Review organizational structure
Review of Wage using various sources
Standard Ad placement Herald, POST, LMC, others
Council and Civil Service Commission to participate in portions of interview process.
Recommendation from City Administrator to Civil Service Commission and City Council for Hire

**City Attorney (Contract)**

**City Administrator**
Solicit proposals from Executive recruitment service providers
SOLARCHOICE
A Community Solar program

Brought to you by:

CITY OF
Saint Peter
WHERE HISTORY & PROGRESS MEET
WHAT IS SOLARCHOICE?

SOLARCHOICE is a City of St. Peter community solar program. Community solar is a way to benefit from solar without installing it on your rooftop or property. It's an easy way to join the solar movement at a level that is affordable to you. It also allows customers an opportunity to gain a level of price certainty by locking in the cost of a portion of your future energy usage. While only 25% of rooftops are suitable for solar installations, community solar provides an equitable way to allow those who want to go solar to get in without impacting those who do not.

HOW DOES THE SOLARCHOICE PROGRAM WORK?

Instead of putting panels on your roof, we build a large solar project called a community solar garden with thousands of panels. You subscribe to a portion of the energy produced by one or more panels in the community solar garden*, along with many other residents who share your commitment to renewable energy. Each month you receive a credit on your bill for the solar electricity generated by your subscribed panel(s).

HOW MUCH DOES SOLARCHOICE COST?

Pricing is set on a per panel basis. Each customer may purchase the output from enough panels to cover up to 50% of their average monthly usage over the most recent 12 month period. A minimum of 1/2 panel can be purchased for any of the plans.

Pick your plan:

<table>
<thead>
<tr>
<th>Plan</th>
<th>Cost per Panel</th>
</tr>
</thead>
<tbody>
<tr>
<td>5-year</td>
<td>$295</td>
</tr>
<tr>
<td>10-year</td>
<td>$560</td>
</tr>
<tr>
<td>20-year</td>
<td>$1,134</td>
</tr>
<tr>
<td>25-year</td>
<td>$1,400</td>
</tr>
</tbody>
</table>

Value Calculation = estimated production x current applicable rate.

To participate in the SOLARCHOICE Program, customer must be current with payment, at the time of subscribing.

WHAT IF I MOVE?

If you move to another address within Saint Peter your SOLARCHOICE subscription moves with you. If you move outside of the City of Saint Peter's service territory, you may transfer your subscription to another City of Saint Peter customer or sell it to an interested party on the City of Saint Peter system. No customer can collect credits great than their 50% average used. Transfer fee = $25 per change.

* One 335 watt panel is expected to produce 42.5 kWh per month for the first 5 years and average 42.16 kWh per month for the first 10 years.
SOLARCHOICE APPLICATION

STEP 1 ACCOUNT INFORMATION: (Please print clearly)

Account Name: ____________________________
Service Address: ___________________________
City: __________________ State: ________ Zip: _______
Primary Phone: __________________ Email Address: __________________
Account Number: ________________________

STEP 2 PICK YOUR PLAN: (Call us for help: 934-0664)

Maximum Number of Panels
Use your Average Monthly Usage to check the maximum number of panels you may subscribe to on the Panel Calculation Chart.

You can subscribe in increments of a 1/2 panel or below the maximum number of panels.

<table>
<thead>
<tr>
<th># of Panels</th>
<th>Pick a Plan</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>$295 (5 year plan)</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$580 (10 year plan)</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$1,134 (20 year plan)</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$1,400 (25 year plan)</td>
<td>$</td>
</tr>
</tbody>
</table>

Panel Calculation Chart

My Average Monthly Usage: _________ kWh
Times 50%: _________ kWh
Divided by 42.5: _________ Panels

Maximum panel subscription = _________
(rounded up to nearest 1/2 panel)

STEP 3 SUBMIT APPLICATION AND SIGN SUBSCRIPTION AGREEMENT:

Drop off or Mail to City of Saint Peter, Finance Department, 227 S Front St, Saint Peter, MN 56082

Sign Subscription Agreement:
You will need to sign a "SOLARCHOICE Subscription Agreement" once your application is approved. This agreement will be mailed to you and needs to be submitted to our office along with your payment.

Office use only:

Application: Received: ____________________________ (Date and initials) Usage Verified: ____________________________ (Date and initials)
Subscription Agreement: Sent to Customer: ____________________________ (Date and initials) Received from Customer: ____________________________ (Date and initials)
Amount Due: ____________________________ (Date and initials) Paid in Full: ____________________________ (Date and initials)

Applied to Account #: ____________________________ (Date and initials)

164
"Only metered electric service accounts in good standing with the City of Saint Peter will be permitted to apply for the Program. Enrollment is available on a first come, first served basis. Submittal of application does not guarantee participation in the Program. SOLARCHOICE customers are subscribing to the output of a solar array and have no ownership or access to the actual solar array. Production units are not guaranteed. Panel subscriptions are non-refundable once purchased and may not be returned, but may be transferred or assigned to another customer per program terms and conditions. Renewable Energy Credits (RECs) will be retained by the developer. Full Terms and Conditions are available in the SOLARCHOICE Subscriptions Agreement.

www.saintpetermn.gov
227 S Front Street · Saint Peter, MN 56082
507-934-0664

Saint Peter MN 56082
227 S Front St
Finance Office
City of Saint Peter
The City of Saint Peter is proud to present its first Community Solar Program!

The City of Saint Peter launched its first Community Solar Program. If you would like more information on participating in this program please click the brochure link below.

Solar Program Brochure & Registration

1. **Who Is The Community Solar Program Ideal For?** Any City of Saint Peter residential customer receiving electric service who does not want to install their own solar array, but still wants to support solar energy.

2. **What Does It Mean To Participate?** Residential customers can purchase one-half (1/2) of a panel, a full panel, or multiple panels of solar power up to 50% of their average monthly electric usage.

3. **Why Should I Join?** Community solar allows individuals to lock in a portion of their energy usage for an extended period of time. This also allows each participant to effectively save money and save the environment at the same time!

Fun Facts

- On average, one gallon of gasoline produces 18.07 pounds of carbon dioxide. If your car gets 20 miles-per-gallon and you drive 10,000 miles in a year, you'll produce 4.5 short tons of carbon dioxide, or 9,000 pounds.

- The generation of one kWh of electricity emits 1.588 pounds of CO2 based on a Minnesota average. If ones use 10,000 kWh/year, that's 15,888 pounds (7.944 short tons)

* Based on that, if a community member subscribed to enough panels to offset 100% of their annual usage, it would be the same as taking 1.77 cars off the road for a year. Since there is a 50% subscription limit, it's .88 cars. For every 1,000 kWh you switch to solar, you take the equivalent of .177 cars off the road for a year. Or, roughly 11 kWh is the same as one gallon of gas.

* That same 10k/kWh customer switch to solar would offset about the same CO2 (7.944 tons) as what is absorbed by 331 mature trees (assumes 48 lbs. per tree per year). There are a lot of ways to look at this (new trees vs older ones, one year vs sequestration over the life of a typical tree.) 331 mature trees would cover roughly an acre. One acre of mature trees offsets roughly the CO2 emissions of about 2 cars.
Saint Peter Dog Park Visionary Committee

mission statement:

To encourage the establishment of a dog park that will provide a safe and secure environment where owners may exercise and train their dogs off leash, thus providing effective socialization opportunities for people and their dogs as well as enhancing positive interaction between dog owners and the community.

Members:

Susan Munson, Betty Thompson, Sharon Johnson, Marcus raasch, Brad Reis,Susan Erickson, Stefan Rommkvist, sue busse, ann menk, paul grochow, barb lynch, Tim prachar,regis fritsch, bobbi waelpem, Anita Mascarenhas Sue Carlson, Darin Carlson.

desired goals:

1) move dog park to a location that does not flood 
(use old fence, gravel parking lot is fine, treed area desired)
2) more picnic tables and benches
3) PLAY EQUIPMENT FOR THE DOGS(RAMPS, BOXES)
4) SHELTER
5) Running water/fountain for dogs to drink
6) port-a-potty

FUNDRAISING IDEAS:

*REQUEST PUT IN TO AMBASSADORS CLUB (BRAD)
*REQUEST OF REDMAN'S CLUB TO HELP WITH FUNDRAISER
(CORKY BIEHN)
*REQUEST TO LOCAL VETANARIANS FOR DONATIONS
*REQUEST TO CAMBRIA FOR DONATION (BRAD)
(POSSIBLY NAMING PARK AFTER THE COMPANY))
*HOT BEEF SANDWICH/MANKATO BEER DINNER OR LUNCH
FUNDRAISER (BRAD AND DARIN)
*S sell BANNERS WITH COMPANY NAMES ON THEM
*TEE SHIRTS FOR SALE (FIND LOCAL COMPANY TO MAKE AT
REDUCED PRICE)
*sponsors to buy benches( will put name plates on)

POSSIBLE SITE LOCATIONS:

BEHIND POLICE DEPARTMENT (CAMPGROUNDS)
(AN ADVANTAGE FOR CAMPERS W/ DOGS)

NICOLLET AVE NEAR HOUSING DEVELOPMENT/APARTMENTS(welco west)
(THese APARTMENTS ALLOW DOGS, THIS IS AN ADVANTAGE TO THE RESIDENTS IN THE HOMES AS WELL AS THE APARTMENTS)

NEAR WASTE WATER TREATMENT FACILITY

Washington avenue and 3rd (by the bungalows)

hallett's pond area
things to discuss at meeting w/ city on September 24, 2018

1) possibly increase price of dog tags to $10 and use extra $ towards dog park

2) apply for a grant. would our group need to be a 501c3 in order to do this or could we go through city?

3) There is a request for taller fences for the big dog park as some dogs are able to jump over the 4 foot fences.

4) It has been suggested to not use pesticides or herbicides on the park. an alternative solution of vinegar, Dawn dish soap, and Epsom salts has been recommended as a safer solution.

5) use sewer pipes (big ones) for the dogs to jump on, run through, people to sit on.

6) until the move of the park, please fix the gap at the gate between large and small dog sides. small dogs are able to fit through as it is now and this is dangerous to the small dog if a larger dog should be aggressive.

additional notes from meeting

* I have spoken w/ the parks dept. with the city of Le Seuer and the gentleman over there (TJ) said they are actually looking into creating a second park in their city! He is willing to give us advice in our endeavor. His # is 507-593-8378. He was involved with another dog park prior to taking on the job in Le seuer.