

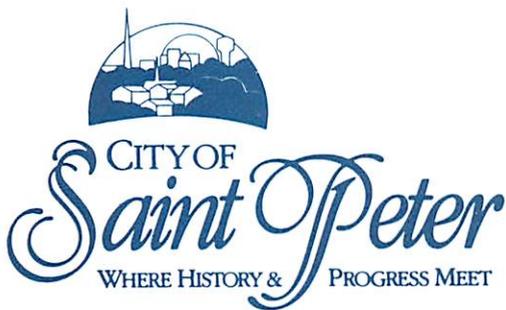
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

Regular Workshop Session of Monday, April 29, 2013  
Library Meeting Room – 5:30 p.m.

- I. **CALL TO ORDER**
  
- II. **DISCUSSION**
  - A. Police In-Squad Camera
  - B. Goal Session Schedule
  - C. League of Minnesota Cities Conference
  - D. Others
  
- III. **ADJOURNMENT**

Office of the City Administrator  
Todd Prafke

TP/bal



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 04/23/13

**FROM:** Matt Peters  
Chief of Police

**RE:** In-car Video Purchase

### **ACTION/RECOMMENDATION**

None needed. For your information and discussion only.

### **BACKGROUND**

Few systems or programs within the daily operations of the Police Department demand such significant attention and generate such enormous benefits as in-car video. It is the second most important piece of equipment an officer uses, after their sidearm.

In-car video has a positive impact in five critical areas: police officer safety, traffic safety, community perceptions of police, agency liability, and police professionalism.

Most citizen complaints concerning officer conduct is related to traffic enforcement and motor vehicle stops. Video cameras provide documentation that have proven such complaints to be inaccurate at the least and oftentimes frivolous. Video cameras are also a deterrent to those frivolous citizen complaints.

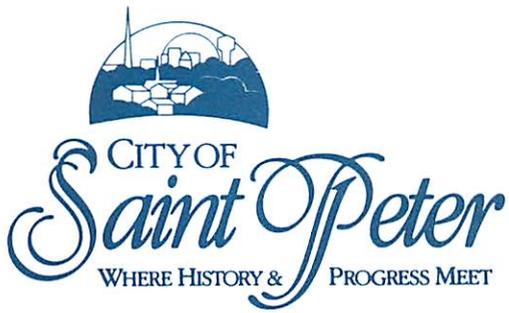
Documentation of our operations with video has a positive impact on community perceptions of our work. It helps to foster an understanding that what we do is in no way secret and we are willing to provide detailed information concerning our actions. As an example, every traffic stop conducted can be scrutinized. It goes without saying that video is also a valuable tool when a case goes under the microscope of the courtroom.

In-car video allows for leadership to better assess quality assurance because police officer movements and actions are often within close proximity of the police car video. This is an important tool in the evaluation of officer performance as it relates to day-to-day operations and the officers own safety.

Our current in-car video system was purchased in 2005 with grant funding. Since that time the vendor of our current system has gone out of business. Our system has been in gross disrepair; often we take parts from one vehicle to get another vehicle into operation.

We propose the purchase of a new system manufactured by Watch Guard Video. The Watch Guard digital in-car camera system cost is estimated at \$27,858.11 with an estimated installation cost of \$1,600 and upgrade of our computer server software estimated at \$3,000 for a total estimated project cost: \$32,458.11.

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



## Memorandum

**TO:** Honorable Mayor Strand  
Members of the City Council

**DATE:** 4/23/13

**FROM:** Todd Prafke  
City Administrator

**RE:** Goal Session Schedule

### **ACTION/RECOMMENDATION**

None needed. For your discussion only.

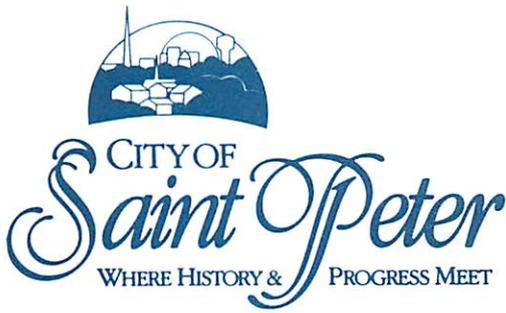
### **BACKGROUND**

Time has been set aside on your workshop agenda for Monday evening to discuss schedules for our next goal session. Based on our current schedule, that goal session would be scheduled in June.

Please be sure to bring your calendars with on Monday evening so we might find a date that works for everyone.

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

TP/bal



## Memorandum

**TO:** Honorable Mayor Strand  
Members of the City Council

**DATE:** 4/23/13

**FROM:** Todd Prafke  
City Administrator

**RE:** League of Minnesota Cities (LMC) Conference

### **ACTION/RECOMMENDATION**

None needed. For your discussion only.

### **BACKGROUND**

Each of you has received information from the League of Minnesota Cities regarding their annual conference to be held this June 19-21, 2013 in St. Paul.

Time has been included on the workshop agenda for discussion about the conference and to determine if any members wish to attend. The early registration deadline of May 1<sup>st</sup> will qualify attendees for reduced conference rates.

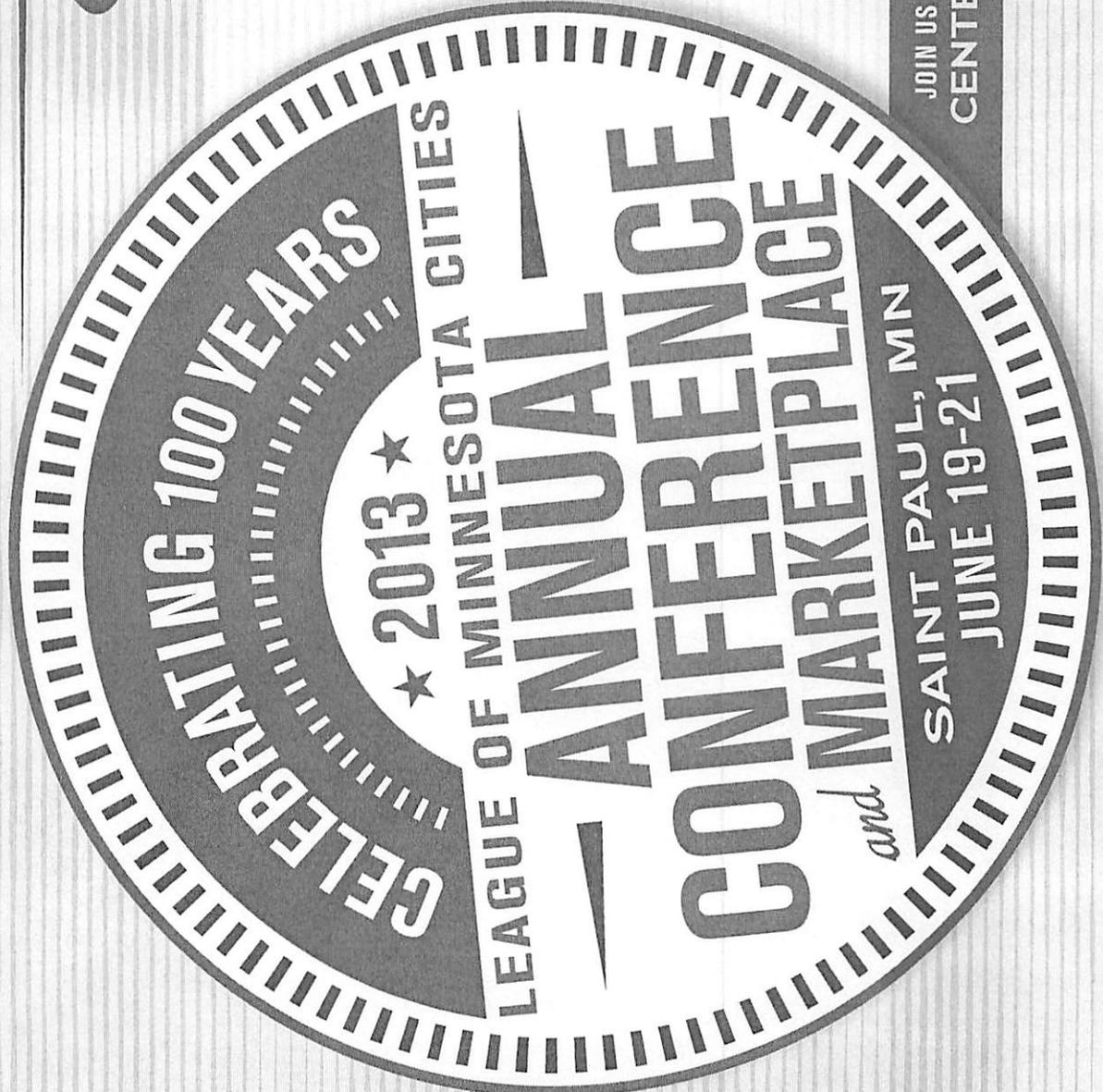
Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal

LEAGUE OF MINNESOTA CITIES 2013 ANNUAL CONFERENCE AND MARKETPLACE  
JUNE 19-21 | ST. PAUL, MN | SAINT PAUL RIVERCENTRE

INVENTING THE FUTURE

*Together!*



Join your colleagues at this year's Annual Conference and Marketplace to celebrate 100 years of rich history—and to focus on new ideas that will help your cities succeed well into the future!

REGISTER NOW: [WWW.LMC.ORG/AC13](http://WWW.LMC.ORG/AC13)



JOIN US FOR A SPECIAL  
CENTENNIAL CELEBRATION WEDNESDAY EVENING!



## THE LEAGUE OF MINNESOTA CITIES IS TURNING 100 YEARS OLD—AND WE COULDN'T HAVE DONE IT WITHOUT YOU!

So join us in St. Paul to celebrate. This year's annual conference both recognizes the significant contributions of our members over the last 100 years and focuses on fresh ideas to help cities navigate the issues that will challenge them in years to come.

Learn the latest about community planning and development, innovation and collaboration, interpersonal relations, human resources, municipal finance, and much more—all while engaging with presenters and participants in interactive sessions.

You'll also have the chance to network with your colleagues from around the state, experience first-hand the exciting revitalization of St. Paul (including the historic Union Depot), be part of a centennial photo on the same site as the original delegates in 1913, and—most importantly—position your community to thrive into the future.

## DON'T MISS THIS ONCE-IN-A-CENTURY CELEBRATION!

### CONFERENCE OVERVIEW

#### WEDNESDAY, JUNE 19

- 8 a.m. – 2 p.m.  
Registration Open  
*(RiverCentre)*
- 9 a.m. – 12 p.m.  
BLC Pre-Conference Workshop  
*(RiverCentre)*
- 9 a.m. – 2:15 p.m.  
ICMA Pre-Conference Workshop  
*(RiverCentre)*
- 2 – 3 p.m.  
Registration and Pre-Conference Networking  
*(Union Depot)*
- 3 – 3:30 p.m.  
Conference Welcome and Opening Ceremony  
*(Union Depot)*
- 3:30 – 4:45 p.m.  
2013 Legislative Update and Policy Preview  
*(Union Depot)*
- 5 – 9 p.m.  
Centennial Celebration  
*(Union Depot)*

#### THURSDAY, JUNE 20

- 7 a.m. – 7 p.m.  
Registration Open
- 8 – 9 a.m.  
Networking
- 9 – 10:15 a.m.  
Keynote Speaker  
Wes Moore
- 10:30 – 11:30 a.m.  
Concurrent Sessions #1
- 11:45 a.m. – 1:15 p.m.  
Awards Luncheon and LMC Annual Meeting
- 1:15 – 2:30 p.m.  
Centennial Photograph and Ice Cream Social\*  
*(Rice Park)*
- 2:30 – 3:30 p.m.  
Concurrent Sessions #2
- 3:45 – 4:30 p.m.  
Concurrent Sessions #3
- 4 – 8 p.m.  
Marketplace Event
- 7:30 p.m. – ?  
Music in Mears and Reception\* *(Mears Park)*

#### FRIDAY, JUNE 21

- 7 a.m. – 12 p.m.  
Registration Open
- 8 – 9:30 a.m.  
Breakfast and LMC Ignite Session
- 9:30 – 11 a.m.  
Ignite Roundtables with League Staff
- 9:45 – 11 a.m.  
Concurrent Sessions #4
- 11:15 a.m. – 1 p.m.  
Luncheon and Closing Session

\* All Thursday and Friday events are at Saint Paul RiverCentre, unless otherwise noted.

## PRE-CONFERENCE WORKSHOPS

WEDNESDAY, JUNE 19

*There is an additional fee for these workshops.*

9 a.m. – 12 p.m.

RiverCentre

### BUSINESS LEADERSHIP COUNCIL (BLC) WORKSHOP

#### Municipal Infrastructure Basics

Decisions relating to infrastructure projects are significant, as they affect a city for many years to come and often involve substantial capital expenditures. Understanding the fundamentals of municipal engineering is helpful when discussing, prioritizing, and approving these important infrastructure projects. At this workshop, WSB & Associates engineers will explore many aspects of how a city's transportation, water, and wastewater systems function, as well as how these enterprises are typically funded. Kennedy and Graven attorneys will also address some of the relevant laws that apply in this area, such as assessment policy.

9 a.m. – 2:15 p.m.

RiverCentre

### ICMA WORKSHOP

#### Interpersonal Leadership and the New Order of Things

One thing is for certain—everything's changing! In our cities, that change is accelerating and is often difficult, awkward, and laden with conflict. David Limardi, Midwest Regional Director for the International City/County Management Association (ICMA), will help both elected officials and managers learn the leadership skills that will enable them to not just survive, but thrive in this new world order—dealing with poison darts, judgment, conflict resolution, understanding emotions, use of authority, maintaining a reasonable work/life balance, overcoming resistance to change, building teams, and self-awareness.

#### LEARNING FORMAT

- CC** Café Conversations
- CS** Case Study Sessions
- CP** City Practices
- DD** Deep Dive Sessions
- I** Ignite Presentations & Roundtables
- T** Traditional Sessions

#### SESSION TRACKS

-  Community Planning & Development
-  Governing & Managing
-  GreenStep Practices
-  Business Leadership Council

**REGISTER BEFORE MAY 1<sup>ST</sup>**  
[WWW.LMC.ORG/AC13](http://WWW.LMC.ORG/AC13)  
*and Save!*

## CONCURRENT SESSIONS #1

THURSDAY, JUNE 20  
10:30-11:30 a.m.

### **CC Minnesota's Changing Demographics: Challenges and Opportunities**

The face of Minnesota is changing. How is your city responding? Exchange ideas about how to tackle the critical issues of population shifts, aging, immigration, and engaging the next generation. Learn about resources, such as the League's demographics toolkit, that can help your city support a dialogue among community members.

### **CS Strategic Planning: Positioning Your City for the Future**

Some days it can seem like your city is getting pulled in 20 different directions with almost nothing accomplished. A well-thought-out strategic plan may be just what you need to get elected officials, staff, and even the community all working together on a common vision that excites everyone!

### **T Health Care Reform: A Prescription for Successful Implementation**

How will federal health care reform impact your city's group health benefits? What are the implications for small cities? How does it impact cities with unions and part-time or seasonal employees? Find out the answers to these questions and what your city needs to know to meet reporting obligations and avoid penalties. Get guidance about how to proactively plan and budget for these requirements and communicate changes with your employees.

### **T Supporting Local Business Growth as an Economic Development Strategy**

A strong, vibrant community depends greatly on the well-being of existing businesses, which usually generate a large share of any new jobs. Hear about a proven business retention and expansion program used by over 60 Minnesota communities, and learn how to grow your local economy by supporting your existing businesses and helping them find and reach new markets.

### **T Street Safety First, Last, and In-Between**

With more than 85,000 miles of roads in Minnesota, what can your city do to make your streets safer for all modes of transportation? SEH Traffic Engineers will discuss the latest innovations in traffic, pedestrian, and bicycle safety; and review tried-and-true traffic solutions that provide safe modes of transportation for your city's traveling public.

## CONCURRENT SESSIONS #2

THURSDAY, JUNE 20  
2:30-3:30 p.m.

### **CP Practical Ways for Creating More Sustainable Communities**

Sustainability has been on the local government radar for many years. But what does it mean? How does it relate to your community? And more importantly, what can really be done without using a lot of resources? Hear about the long-term benefits of creating more sustainable communities, as well as practices and projects in Minnesota cities that are getting great results. Learn practical and cost-effective ways to achieve a more sustainable community and identify next steps for your city's sustainability effort.

### **CP Recruiting the Next Generation of Employees**

Local governments in Minnesota have the oldest workforce of any sector in the economy. As these older workers begin to retire, who will take their place? How can your city be an employer of choice for the next generation of workers? Learn practical strategies for creating a positive and productive culture that's attractive to the next generation of employees, and get equipped with the tools and resources you'll need to help your city plan for workforce changes.

### **T Integrating LEAN Thinking in Government**

Despite what you may think, LEAN isn't about slashing budgets and laying off employees. It's about maximizing value for citizens while minimizing waste. Elected officials and staff can share the excitement of mastering a program that will let the city get more out of everything it does, from managing council meetings to filling potholes.

### **DD Managing Conflict in the Public Arena – part 1**

Conflict going on in your city? Oh gosh, you must be dealing with human beings! But when constructive conflict deteriorates into downright incivility, it's time to do something, even if it's just survive. This intensive two-part session will help you learn what's driving incivility and, more importantly, the attitudes and behaviors you can adopt to sustain both yourself and your city.

### **T Capital Improvements Planning and the Art of Consensus Building**

In this day of deteriorating infrastructure and limited capital resources it is often hard to find a proper balance between needs and funding. Join experts from Bolton & Menk to find out how to properly program the infrastructure rehabilitation and replacement necessary for a healthy community and build consensus among project stakeholders—especially citizens—to support these improvements. Learn about asset management, GIS technologies, and other tools and resources to help cities implement well-conceived capital improvement plans while maintaining the community support required for ultimate success.

## CONCURRENT SESSIONS #3

THURSDAY, JUNE 20  
3:45-4:30 p.m.

### CP How to Finance Your Energy Project at Little to No Cost

Save the planet? That's admirable! Save your city some money? That's smart!! Get it done for next to nothing? Brilliant!!! Hear from cities that have implemented projects to reduce energy consumption and costs. Learn practical ways to make public buildings and systems more energy efficient and find out how to finance these projects on a limited budget.

### T Effective Emergency Response

Recent national crises and Minnesota's own natural disasters highlight the need for strong emergency planning at all levels of government. Find out how to establish a chain of command, identify functional roles and responsibilities to deal with an emergency, and implement steps you can take to prepare your community for an emergency.

### CP In a Twitter Over Social Media?

Facebook, Twitter, and other social media applications are not just for tech-savvy youngsters any longer. Learn about these new media tools, why they're spreading like wildfire, and how local governments are using social media applications as key communication and engagement tools. Finally, find out how to get started and what to watch out for as your city enters the social media revolution!

### DD Managing Conflict in the Public Arena - part 2

*(Continued from Concurrent Session #2)*

### T The Infrastructure Financing Puzzle

Now that you've got a plan for upgrading your city's infrastructure, how do you pay for it? Cities often need help identifying, securing, and managing funds to pay for critical infrastructure projects. Staff from Widseth Smith Nolting will offer insights for navigating funding programs like Small Cities, USDA Rural Development, Public Facilities Authority, and others. Find out how your city can take advantage of these programs to put together the funding pieces to get your priority projects off the ground.

## CONCURRENT SESSIONS #4

FRIDAY, JUNE 21  
9:45-11 a.m.

### CS The Next Generation of Stormwater Management

*Treat the raindrop where it falls.* This new approach to stormwater management uses low impact development (LID) practices to reduce the volume of stormwater runoff and improve water quality. Learn about the statewide performance standards recently developed by the Minnesota Pollution Control Agency and others to help developers and communities implement LID practices for stormwater management, and meet water quality goals and requirements in a cost-effective way.

### I City Stories: Collaborating and Partnering to Improve Service Delivery

How are cities working together and with others to deliver city services? Hear from cities about their projects, partnerships and practices, including what worked—and what didn't! Get practical ideas and explore how to replicate them in your own city through conversations with your city colleagues.

*If you are interested in sharing a success story as part of this session, visit [www.lmc.org/citysuccess](http://www.lmc.org/citysuccess) for more information about how to submit a proposal. Proposals are due by Friday, March 29, 2013. Questions? Please contact Lena Gould at [lgould@lmc.org](mailto:lgould@lmc.org) or (651) 281-1245.*

### CP "New to You" Revenues for Funding City Services

With the recession, state budget cuts, and other factors putting significant pressure on the property tax system over the last several years, cities are looking for other ways to raise revenue. Find out what's legally allowed and how different kinds of funds can be used. Hear about alternative revenue sources that Minnesota cities are actually pursuing, including the practical and political considerations that make some a whole lot easier to implement!

### I Roundtables: I Didn't Know the League Did That!

Do you have questions about the League and what we can do for you and your city? Join League staff at roundtable discussions to find out more about the many products and services available to you as a member of the League, and get your questions answered!

### T How to Negotiate with a Business or Developer

Developers know that many cities are eager to see development in their communities, and they often lean on cities to help move their projects forward. The key for cities is to know how to participate in projects with the least amount of financial risk. At this session, financial advisors from Ehlers will provide practical advice on how to negotiate with developers and businesses for a win-win outcome.

★ ★ ★ ★ ★ ★ ★ ★ ★ ★ REGISTER TODAY! [WWW.LMC.ORG/AC13](http://WWW.LMC.ORG/AC13) ★ ★ ★

## GENERAL SESSIONS

WEDNESDAY, JUNE 19

3-3:30 p.m.

Union Depot

### Conference Welcome and Opening Ceremony

All aboard! Join us at the beautifully restored Union Depot as we kick off the celebration of 100 years of achievement for the League and our members, and preview what's ahead for the League and city officials as we invent the future together.

3:30-4:45 p.m.

Union Depot

### 2013 Legislative Recap and Policy Preview

Get the latest from the State Capitol as the League's Intergovernmental Relations (IGR) staff offer a fun and informative look at the 2013 Legislative Session. Learn about key outcomes, which city priorities stayed on track and which ones derailed, and what's ahead for cities in 2014 and beyond!

THURSDAY, JUNE 20

9-10:15 a.m.

RiverCentre

### KEYNOTE SPEAKER WES MOORE

#### Transformational Leadership: Evolve, Adapt, Inspire

To Wes Moore, nationally celebrated author of the book *The Other Wes Moore*, leadership is not about assigning tasks or delegating—it is about inspiring those around you to achieve a greater good, while empowering them to take charge of the tasks at hand. Oftentimes, leaders get too caught up in the details while failing to see the bigger picture: what makes a good leader is the ability to adapt and evolve, while cultivating others to become successful and accountable without micromanaging them. In this presentation, Moore shares his personal story—how he overcame adversity and went on to become a highly successful leader in the public sector, private sector, and military—relating it to leadership audiences from all walks of life.

Follow Wes on Twitter (@wesmoore1) and on Facebook ([www.facebook.com/TheOtherWesMoore](http://www.facebook.com/TheOtherWesMoore)).

11:45 a.m.-1:15 p.m.

RiverCentre

#### Awards Luncheon and LMC Annual Meeting

Enjoy lunch while celebrating the 2013 City of Excellence and GreenStep award recipients—and vote on the election of new board officers and members at the LMC Annual Meeting.

FRIDAY, JUNE 21

8-9:30 a.m.

RiverCentre

#### Breakfast and LMC Ignite Session: I Didn't Know the League Did That!

Start your day with a hot breakfast while you learn about some of the 84 products and services available to you as a member of the League. During this Ignite-style session, League staff will deliver a series of short presentations about various League resources. After the presentations, join roundtable discussions to get more information and ask questions of League staff.

11:15 a.m.-1 p.m.

RiverCentre

#### Luncheon and Closing Session: Can't We All Just Get Along? Effective Council-Staff Relations

What's the buzz? Where are the facts? It sometimes seems like elected officials and staff exist in two separate worlds! But we're better together than apart, and a shared laugh can help keep it all in perspective. Don't miss this year's closing session with guest moderator Mike VanMilligan, City Manager of Dubuque, IA, who has been helping city officials around the country understand better council-staff relations. During our final session, city leaders will learn about the principles of great council and staff teamwork—complete with amusing theatrics and good-natured barbs presented by improvisation actors from the Theater of Public Policy!

For best pricing!

REGISTER BY MAY 1<sup>ST</sup>  
[WWW.LMC.ORG/AC13](http://WWW.LMC.ORG/AC13)

## PRICING

### 2013 ANNUAL CONFERENCE AND MARKETPLACE

These conference registration fees include admission to all conference sessions, networking, and meal events.

*Pre-conference workshops and lodging are not included in these fees.*

**\$295** Regular Attendee

*Registration after May 1: \$350*

**\$99** First-Time Attendee

*Registration after May 1: \$350*

**\$195** Cities with Population Under 1,000

*Registration after May 1: \$350*

**\$550** Company Representative

*For company representatives who are not participating in the exhibitor program.*

### PRE-CONFERENCE WORKSHOPS

**\$75** BLC WORKSHOP  
Municipal Infrastructure Basics

*Registration after May 1: \$150*

**\$75** ICMA WORKSHOP  
Interpersonal Leadership and the New Order of Things

*Registration after May 1: \$150*

### LODGING INFORMATION

If you book your hotel room by **May 31**, you will receive a special discounted conference rate. Contact the hotel directly to make your room reservations. To receive the special rate, ask for the "League of Minnesota Cities" group block.

Crowne Plaza St. Paul Riverfront  
11 East Kellogg Boulevard  
St. Paul, MN 55101  
(651) 292-1900 | (866) 422-3185  
[www.crowneplaza.com](http://www.crowneplaza.com)

Single/Double room: \$129 plus applicable taxes

# DON'T MISS A THING—REGISTER TODAY!

WWW.LMC.ORG/AC13

## NETWORKING OPPORTUNITIES

Whether at meal functions, between sessions, in the Marketplace, at roundtable sessions, or out on the town, you'll want to take the time to tap the creative minds of others, and share your own ideas.

WEDNESDAY, JUNE 19

2-3 p.m.

Union Depot

### Registration and Pre-Conference Networking at Union Depot

## Centennial Celebration

5-9 p.m.

Wednesday, June 19  
at Union Depot

Reunite with city colleagues from across the state in St. Paul's beautifully renovated and recently reopened Union Depot, where you'll enjoy music, Centennial displays, and plenty of Minnesota's favorite foods. During the program, you will participate in LMC Live!, a mock live radio show profiling the League and its member cities through music, stories, and comedy. This program will feature a variety of live performances, including a *special guest appearance by author, storyteller, humorist and radio personality Garrison Keillor!*

When you sign up for the conference online, you'll be prompted to register for this Centennial Celebration. **You won't want to miss this unforgettable event!**

THURSDAY, JUNE 20

8-9 a.m.

RiverCentre

### Registration and Networking at RiverCentre

1:15-2:30 p.m.

Rice Park

### Centennial Photograph and Ice Cream Social in Rice Park

Take a break before the afternoon sessions to enjoy summer in St. Paul. Like the delegates at the League's first conference in 1913, we'll gather in Rice Park for a group photograph followed by conversation and a cool treat!

4-8 p.m.

RiverCentre

### Marketplace Event

Our Marketplace vendors want to help your city address future challenges and opportunities for growth over the next 100 years! Enjoy heavy hors d'oeuvres, networking, and a chance for your city to win cash prizes at the 2013 Marketplace. No other networking event in the state allows you to connect with as many dedicated city vendors. Discover innovative products and services, engage with old friends, and learn how vendors can help make your city a great place to live, work, and play! See which vendors will be joining us this year by taking a peek at the Virtual Exhibit Hall, online at [www.lmc.org/veh](http://www.lmc.org/veh)

7:30 p.m. - ?

Mears Park

### City Night: Music in Mears and Reception

Don't miss this year's City Night festivities after the Marketplace event! Network with old and new faces as you enjoy St. Paul's summer music series in Mears Park and a dessert reception and cash bar at Faces Mears Park.



## JUST FOR NEW CLERKS!

### Conference within a Conference Clerks' Orientation Conference June 19-21

The League's popular three-day conference for new city clerks will be held concurrently with this year's annual conference. In addition to this orientation program, new clerks will have the opportunity to attend the annual conference keynote and some concurrent sessions and networking events, including the kickoff Centennial Celebration.

Get the complete agenda and register at  
[WWW.LMC.ORG/CLERKS2013](http://WWW.LMC.ORG/CLERKS2013)

## SPONSORS

### 2013 LMC Business Leadership Council

- Bolton & Menk, Inc.
- Ehlers
- Hamline University School of Business
- Kennedy & Graven, Chartered
- SEH, Inc.
- Widsmeth Smith Nolting
- WSB & Associates, Inc.

*Thank you!*

