## Dear City Employee:

The City of Saint Peter is pleased to provide you with this benefits portal. This is a new tool that I hope will provide you and your family access to important news about employee benefits including insurance, upcoming events, forms, and documents you may need, and a whole host of other information.

This portal is designed to be used by City employees and their family members...after all you are all part of the City family!

Oftentimes employees aren't aware of things that might impact them. Or, it is difficult for you to go home and pass on what can be sometimes pretty complicated information to your spouse. The portal is a new way for the City to communicate with employees at a time and place that works for you when you need it. The information contained on the portal is being provided to help you make decisions about your insurance benefits, the City's employee assistance program (EAP), and other issues and benefits that are provided to you as an employee.

The information you see on the portal today will evolve as we make changes that impact you and your employment with the City. We also are open to suggestions from employees as to what to include on the portal. Just let my office know if there is something we might have missed that you feel would benefit all employees and I will put it on the list to review to possibly add to the portal. We may also add new features in the future like access to pay stub information, wellness activities, and new ideas that you provide.

What you do in your work for our community is valuable. So I believe it is important that we make every effort to provide employees with the information that will help you not only be better employees, but will make your work and personal lives easier and less stressful.

Please let us know if you like the new portal, if it is helpful to you, and if there is anything else you would like included.

Thanks for all you do for the City and our friends and neighbors here in Saint Peter.

Todd Prafke City Administrator