

1 CITY OF ST. ANTHONY
2 CITY COUNCIL REGULAR MEETING MINUTES
3 FEBRUARY 14, 2023
4

5 **CALL TO ORDER.**

6
7 Mayor Stille called the meeting to order at 7:00 p.m.
8

9 **PLEDGE OF ALLEGIANCE.**

10
11 Mayor Stille invited the Council and audience to join in the Pledge of Allegiance.
12

13 **ROLL CALL.**

14
15 Present: Mayor Stille, Councilmembers Jenson, Walker and Webster
16

17 Absent: Councilmember Randle
18

19 Also Present: City Manager Charlie Yunker, Finance Director Shelly Rueckert and Park
20 Commissioner Lona Doolan,
21
22

23 **CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON ALL OF THE FOLLOWING**
24 **ITEMS.**

25
26 **I. APPROVAL OF FEBRUARY 14, 2023 CITY COUNCIL MEETING AGENDA.**
27

28 Motion by Councilmember Webster, seconded by Councilmember Walker, to approve the City
29 Council Meeting Agenda of February 14, 2023 as presented.
30

31 **Motion carried 4-0.**
32

33 **II. PROCLAMATIONS AND RECOGNITION.**
34

35 **A. Presentation of Water Conservation Poster Winners**
36

37 Parks & Environmental Commissioner Lona Doolan presented the Water Conservation Poster
38 Winners. Copies of the winning posters were provided for the City Council. From Wilshire the
39 winners were 1st Place Anna K., 2nd Place Corene T., 3rd Place Hasinat A. and 4th Place Raegan
40 D. Honorable Mention was Sylvie S. The winning posters will be shown in Village Notes.
41 Photographs were taken with the winners and the City Councilmembers. Mayor Stille thanked all
42 for participating in this event. Councilmember Webster noted all winners had attended pre-
43 school across the hall from the Council Chambers.
44

45 **III. CONSENT AGENDA.**
46

47 **A. Approval of January 24, 2023 City Council Meeting Minutes.**

48 **B. Licenses and Permits.**

49 **C. Claims.**

1
2 Motion by Councilmember Walker, seconded by Councilmember Jenson, to approve the Consent
3 Agenda items.

4
5 **Motion carried 4-0.**

6
7 **IV. PUBLIC HEARING.**

8
9 A. 2024 Budget and 2024 Budget Calendar Process.

10
11 Mayor Stille opened the public hearing at 7:08 p.m.

12
13 Finance Director Shelly Rueckert presented a power-point for the public hearing for the 2024
14 Budget. The goal Setting, Financial Management and Planning Sessions were held January 25-
15 27, 2023. This evening a public hearing will be held to provide residents with an opportunity to
16 have input in the 2024 Budget process. Ms. Rueckert reviewed the Budget Calendar.

17
18 From February – April 2023: City Council work sessions with the City Manager, Finance
19 Director and City Engineer will be held for discussions on 2024 Debt Levy and updated 2024
20 Street and Utility Improvements Plan.

21
22 April – May 2023: Staff Meetings with Department Heads will be held with discussions on 2024
23 Operating Budget and Capital Budgets. The City’s Budget Parameters are:

- 24
- 25 • City revenues budgeted using current run rates for sources that are subject to trends and
conservative baseline estimates for re-occurring aids and charges for services.
 - 26 • Expenses budgeted at amount that will maintain present level of City services.
 - 27 • Liquor transfers are based on operating results.
- 28

29 June – August 2023: Further work sessions with Council – Discussing Staff Proposals for 2024
30 Operating and Capital Budgets.

31
32 August 23, 2023: Presentation of the Proposed 2024 Operating Budget & Property Tax Levy to
33 the City Council.

34
35 September 13, 2023: Resolution passed: Setting the proposed 2024 Operating Budget and
36 Property Tax Levy. The date and time for the final Budget and Tax Levy will be discussed.

37
38 October 10 and 24, 2023: Presentation of long-term capital budgets/plans.

39
40 October 10 and November 14, 2023: Presentation of Water/Sewer operating budgets and rate
41 adjustments.

42
43 December 12, 2023: Presentation of 2024 Operating Budget and Levy with Public Input.
44 Adoption of the 2024 Operating Budget and Property Tax.
45

1 Graphs showing the 2023 General Fund Revenues and 2023 General Fund Expenditures were
2 provided. General Fund and Overall Levies chart comparing 2022 Actual to 2023 Proposed was
3 shown. The total change was \$444,333 5.39%.

4
5 Councilmember Webster thanked Ms. Rueckert for her presentation. She asked if LGA is
6 included in the funding. What % is LGA from the State? Ms. Rueckert stated LGA is proposed
7 to be \$652,000 for 2023. The levy for the General Fund is \$5,479,000 which is 10%. Local
8 government aid is included in this 10%.

9
10 Mayor Stille closed the public hearing at 7:20 p.m.

11
12 **V. REPORTS FROM COMMISSION AND STAFF.**

13
14 A. 2023 Planning Commission Work Plan.

15
16 City Manager Yunker reviewed the Proposed 2023 Work Plan for the Planning Commission
17 including General Items and Specific Tasks for 2023; 2022 Recap. Also included is To Monitor
18 Emerging Planning Issues and address them as needed. There were no changes from last year.
19 This will be posted on the City's website.

20
21 Motion by Councilmember Webster, seconded by Councilmember Walker, to approve the 2023
22 Planning Commission Work Plan.

23
24 **Motion carried 4-0.**

25
26 B. 2023 Parks & Environmental Commission Work Plan.

27
28 City Manager Yunker reviewed the Draft 2023 Work Plan for the Parks and Environmental
29 Commission. The duties and focus on particular items were reviewed. This has been re-worked
30 since 2022 by the Commission.

31
32 Motion by Councilmember Jenson, seconded by Councilmember Walker, to approve the 2023
33 Parks and Environmental Commission Work Plan.

34
35 **Motion carried 4-0.**

36
37 **VI. GENERAL BUSINESS OF COUNCIL.**

38
39 A. Administration Annual Report.

40
41 City Manager Yunker presented a PowerPoint of the Administration Annual Report for 2022.
42 City Brochures were produced for the City Council and Administration. A review of the 2022
43 Website Accomplishments was reviewed. Pictures of the City Council was included along with
44 their term expiration dates. The meeting recap and actions taken by the City Council was
45 provided. The 2022 Strategic Plan Pyramid was presented. Community Engagement and
46 Communications Survey Results were reviewed. On May 16, 2022 the City Council, City

1 Manager, Department Heads, City Engineer, City Planner, Planning Commission Chair and
2 Parks and Environmental Commission Chair participated in a Tour of the City.

3
4 Photographs of City Administration were included along with the titles of the 5 team members.
5 An Organizational Chart was provided along with a list of the Consultants to the City. 2022
6 Significant Events included hiring Kat Watson as the Part-Time Communications Coordinator.
7 The Code Review Committee was created to review the Code for updates. An Online Permitting
8 Portal was added to the website. A Community Survey was conducted by The NCS with Polco
9 and the National Research Center. Beth Denzer, Police Department Office Support received the
10 Spirit of St. Anthony Award for 2022. This is a peer award.

11
12 A page from the website showing Ways to Connect and Engage was presented. Residents can
13 sign up for notifications. Photographs from the two Students in Government sessions were
14 shown held in the Spring and the Fall. During Clean-Up Day 118 cars participated and 2,760 lbs.
15 of electronics were turned in. The Community Affiliations were listed being the St. Anthony
16 Area Chamber of Commerce, Salo, NYFS, Kiwanis, Historical Society, and St. Anthony Village
17 Fest. The affiliations can post items in the City Newsletter. A listing of Grants and Cooperative
18 Ventures was shown. The cumulative total since 1998 is \$34,791,878.

19
20 Community Development was reviewed for the year with 307 Permits, 1110 Inspections, 50
21 Plumbing Permits, 6 Sign Permits and 77 Mechanical Permits being completed. The Conditional
22 Use Permit for Chase Bank and Final Development Plan for Bremer Bank were both approved.
23 A chart showing Building Permit Valuation was provided.

24
25 The draft 2023 Work Plans for the Planning and Parks and Environmental Commissions were
26 provided. The complete Annual Reports for 2022 can be found on the website.

27
28 Councilmember Walker asked how the Students in Government students are selected. The
29 students sign-up to participate.

30
31 Mayor Stille asked about the building permit valuation and noted some cities have more large
32 projects going on in a year. He thanked Mr. Yunker for his work and that of his administration
33 team.

34
35 **VII. REPORTS FROM CITY MANAGER AND COUNCIL MEMBERS.**

36
37 City Manager Yunker welcomed Misty Sutherland a new employee in Public Works. She filled a
38 spot in the Streets Department. She previously worked in a gold mine in Colorado.

39
40 Councilmember Webster stated she attended the Jan 25-27 Goal Setting Sessions and the Joint
41 Meeting with the School Board the following week. Tomorrow night she has the first meeting
42 for 2023 of the North Suburban Communications Commission.

43
44 Councilmember Jenson stated he also attended the Goal Setting Sessions and the Joint Meeting
45 with the School Board. On February 10, he attended the Ramsey County Local League of

1 Governments Program Meeting. Following that meeting he attended an Executive Board
2 Meeting.

3
4 Councilmember Walker stated he attended the Goal Setting Sessions and the Joint Meeting with
5 the School Board on January 31, 2023.

6
7 Mayor Stille also attended the Goal Setting Sessions and the Joint Meeting with the School
8 Board. He thanked Council for attending and to the staff who attended. He looks forward to
9 presenting the results to the public soon. On February 13, he attended a Regional Council of
10 Mayors Meeting.

11
12 **VIII. COMMUNITY FORUM – NONE.**

13
14 **IX. INFORMATION AND ANNOUNCEMENTS – NONE.**

15
16 **X. ADJOURNMENT.**

17
18 Mayor Stille adjourned the meeting at 7:55 p.m.

19
20
21 Respectfully submitted,
22 Debbie Wolfe
23 *TimeSaver Off Site Secretarial, Inc.*

24 _____
25 Mayor

26 ATTEST: _____
27 City Clerk
28