



MESSAGE FROM THE CITY MANAGER



A city's administration department is not often a highly visible part of local government. In St. Anthony our more visible departments like the fire department, police department, public works, and our two municipal liquor stores are all out in the community every day doing a terrific job of promoting the brand of the Village.

Although administration tends to be in the background, continuous work is being done to support all city functions, including the Parks & Environmental and Planning Commissions, and the City Council.

The rest of this brochure, and the supplemental details on the city's website show the diligent work being done behind the scenes each day to keep the business of the city going without interruption.

This is all based on our commitment to the city, as articulated in our Core Values:

S.E.R.V.I.C.E. is an acronym for our values:

- Supportive**
Be helpful to citizens and fellow employees, action oriented, non-bureaucratic
- Effective**
Be competent, productive, and skilled
- Responsive**
Be dependable, accountable, and customer and coworker-oriented
- Visionary**
Anticipate problems holistically, be future-oriented, and plan ahead
- Innovative**
Be creative, inventive, and knowledgeable
- Courteous**
Be professional, approachable, and sensitive
- Exemplary**
Be ethical, honest, and sound

My thanks goes out to all on the administration team for their hard work in 2022 and continued dedication to the Village!

NATIONAL COMMUNITY SURVEY



In the fall of 2022, the City of St. Anthony conducted the National Community Survey (NCS) to gather input from residents on several community livability topics. Feedback from the survey is used to monitor trends in resident opinion, measure government performance, and benchmark service ratings. City officials will use this information to inform future strategic planning decisions in the Village.

The 2022 survey captured the opinions of a representative sample of 582 randomly selected St. Anthony residents.

Key takeaways from the survey:

- St. Anthony's economy is a strong community feature.
- Most residents feel a strong sense of safety here.
- Residents appreciate our natural environment and recreational opportunities.
- Residents value the city's utility infrastructure.

Full survey results can be viewed at savmn.com/communitysurvey



- 612-782-3301
- city@savmn.com
- 3301 Silver Lake Rd, St. Anthony, 55418
- savmn.com/Administration



CITY COUNCIL & COMMISSIONS SUPPORT

The administration department works closely with the mayor, City Council, Planning Commission, and Parks & Environmental Commission, preparing meeting agendas, minutes, resolutions and ordinances.

During 2022, we continued to conduct our regular meetings in person while allowing the public to attend via Zoom.

Below are our meeting statistics for 2022:

- 45 City Council meetings
- 89 resolutions passed
- 7 ordinances adopted
- 9 Planning Commission meetings
- 4 Parks & Environmental Commission meetings

City Code Updates

In 2022 the city code review committee met monthly. The committee consists of the city planner, fire chief, code official, assistant to the city manager and permit specialist. The following code topics were discussed, researched and recommended changes relayed to the City Council:

- Swimming pool regulation and safety
- Refuse and dumpster requirements
- Natural landscapes
- Feeding of wild animals
- Fencing requirements
- Brewery/taproom regulations
- Bus bench licensing/regulations
- Public Right of Way maintenance and use

COMMUNICATIONS



The city's communications department consists of the assistant to the city manager and the communications coordinator. The department strives to reach all residents with clear and informative messaging.

The department's duties include creating and implementing the annual communications plan, serving as the webmaster for the city's website, managing the city's social media sites, publishing the city's quarterly newsletter *VillageNotes*, providing communication support to all departments, and leading a monthly news-sharing and social media team meeting with representatives from each department.

2022 Highlights & Initiatives

The city partnered with Polco to conduct multiple city-wide polls and surveys to engage the community and elicit feedback:

- Water tower design poll
- City communications survey
- National Community Survey

A new annual report format was implemented to improve accessibility and reach, which continues this year.

Public hearing notifications were added to the website to allow residents to sign up to receive alerts when public hearing notices are issued. A public hearing notice section was also added to our city code web page to increase awareness and transparency.

A human resources page was added to the website, enhancing resources for existing and prospective employees.

Communications plans were kicked off to inform stakeholders on new I&I requirements and the transition to a single organized collection waste hauler, and communication efforts around these changes continue into 2023.



- @CityofSAV
- @CityofStAnthony
- @City of St. Anthony Minnesota

HUMAN RESOURCES

Organizational Strength
St. Anthony has approximately 129 staff members. This includes full-time, part-time, seasonal, and volunteer staff (police reserves). We are proud to have extremely dedicated and talented staff who care deeply about our community. We continue to foster a culture that appreciates our staff and supports professional growth.

New Employees in 2022
Ryan Snyder, Full-time Firefighter
Josh Beck, Full-time Firefighter
Cody Boegeman, Police Officer
Sam Shafer, Police Officer
Connor DelGrosso, Community Services Officer
Kat Watson, Communications Coordinator

Spirit of St. Anthony Award
This award provides staff an opportunity to honor their peers who demonstrate the characteristics of SERVICE: Supportive, Effective, Responsible, Visionary, Inclusive, Courteous, and Exemplary. In 2022, the Spirit of St. Anthony Award was presented to Beth Denzer of our police department office staff.

Diversity, Equity and Inclusion Team
Our DEI Committee meets monthly to tackle initiatives that make our city more inclusive. Some of the changes that came about in 2022 were installing Google Translator on devices in all departments to assist with language barriers. The team also helped coordinate the removal of eleven discriminatory covenants from property titles for Hennepin County St. Anthony residents.

Safety Committee
Our staff-led safety committee continued to meet throughout last year, reviewing and making recommendations regarding workplace safety, best practices for communicating safety to employees, and conducting safety inspections at city facilities.



SUSTAINABILITY

Maintain High Standards
During 2022 we continued to maintain our certification as a Minnesota GreenStep 5 city. Step 5 is the highest level that can be achieved through the GreenStep Cities program.

The city also continued with our Tree City certification through The Arbor Day Foundation.

Clean-Up Day
In the spring, we were able to hold our annual Clean-Up Day for residents to dispose of items such as appliances, electronics, construction debris, tires and batteries for a small fee. Other services such as document shredding, recycling light bulbs, and clothing were available at no charge. In 2022, we had 118 cars participate in Clean-Up Day.

Repowered (formerly Tech Dump)
In the fall of 2022, we were again able to offer a separate recycling event for residents to dispose of electronics. This year we collected 2,634 pounds of electronics to be recycled in partnership with Repowered.

Single Hauler Organized Collection
Throughout 2022, the City Council and staff discussed priorities for the next organized collection contract. With the previous contract expiring March 31, 2023, the following items were identified as important items to explore for the next contract:

- Single hauler to service residential households with up to 3 units
- Curbside organics collection
- Weekly recycling
- Service for municipal facilities
- Hauler-staffed Spring Clean-Up event

Beginning April 1, the city began a five-year contract with Aspen Waste Systems, the city's new single hauler for waste, recycling, and yard waste.

The new contract will contain the same service levels for St. Anthony residents.

COMMUNITY DEVELOPMENT

Economic Development
Stephen Grittman of NAC, Inc. serves as St. Anthony's consultant planner and also serves as the staff liaison to the Planning Commission.

Planning Commission
The Planning Commission's key focus areas are to review and recommend action on land use and development applications, monitor common planning and zoning issues for follow-up, maintain training opportunities on land use issues, and advise City Council on land use policy.

- In 2022 the commission met nine times and reviewed the following items:
- CUP for digital sign at the High School
 - Consideration for Plan Land Use Amendment for the Urban Grove property (denied)
 - Fence variance for Boulevard Auto
 - Plat for Bremer/City/Interstate Project (New Bremer Bank site)
 - Fence height code amendment
 - Chase Bank PUD
 - Setback variance at 2910 Silver Lane
 - Discussions related to single family rentals, 3803 Stinson property, and many code amendments

Community Portal
In March 2022, the city launched its online permitting portal. Residents can now apply and pay for permits online.

Building Official
Beginning in May 2022, the city began contracting with MNSPECT for building official services.

2022 Building Department Statistics:

| | |
|------------------------------|-------------|
| Permits Issued | 307 |
| Permit Inspections | 1,110 |
| Permit Valuation-Residential | \$4,476,775 |
| Permit Valuation-Commercial | \$9,930,475 |

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2022 ADMIN ANNUAL REPORT

St. Anthony Village has a Council/Manager form of government. The city manager is appointed by the City Council and serves as the chief executive officer for the city. The city operates under the Statutory Plan B form of government, which gives the Council responsibility for policy and legislative activity but delegates the administrative duties to the city manager.

On an annual basis, City Council and staff attend a Strategic Goal Setting in January. During these meetings a facilitator helps lead discussions with City Council, department heads, consultant staff, city commission chairs, representatives from the League of Minnesota Cities (LMC) and Metro Cities, and guests from other cities.

The council brings forward concerns and ideas they have heard from residents and businesses over the past year, and the Council and staff work together to discuss priorities and develop the City's pyramid of goals for the year. *View the pyramid at savmn.com/pyramid.*

Staff and council use the pyramid as a roadmap to guide strategic initiatives throughout the year. This annual report summarizes the administration department's primary accomplishments for 2022.