

1 CITY OF ST. ANTHONY  
2 CITY COUNCIL REGULAR MEETING MINUTES  
3 SEPTEMBER 13, 2022  
4

5 **CALL TO ORDER.**

6  
7 Mayor Pro Tem Walker called the meeting to order at 7:00 p.m.  
8

9 **PLEDGE OF ALLEGIANCE.**

10  
11 Mayor Pro Tem Walker invited the Council and audience to join him in the Pledge of Allegiance.  
12

13 **ROLL CALL.**

14  
15 Present: Councilmembers Jenson, Randle, Walker and Webster  
16

17 Absent: Mayor Stille  
18

19 Also Present: City Manager Charlie Yunker, Finance Director Shelly Rueckert, and City Planner  
20 Steve Gritman.  
21  
22

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

25  
26 **I. APPROVAL OF SEPTEMBER 13, 2022 CITY COUNCIL MEETING AGENDA.**

27  
28 Motion by Councilmember Randle, seconded by Councilmember Jenson, to approve the City  
29 Council Meeting Agenda of September 13, 2022 as presented.  
30

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

33 **II. PROCLAMATIONS AND RECOGNITION – NONE.**

34  
35 **III. CONSENT AGENDA.**

- 36  
37 A. Approval of August 23, 2022 City Council Meeting Minutes.  
38 B. Licenses and Permits.  
39 C. Claims.  
40

41 Motion by Councilmember Webster, seconded by Councilmember Randle, to approve the  
42 Consent Agenda items.  
43

44 **Motion carried 4-0.**  
45

46 Mayor Pro Tem Walker announced the request for special event permit from the Kiwanis will be  
47 considered next on the agenda.  
48

49 **IV. PUBLIC HEARING - NONE.**

1  
2 A. Resolution 22-063 – Setting the Preliminary 2023 Tax Levy and General Operating  
3 Budget for the City of St. Anthony Village.  
4

5 Mayor Pro Tem Walker opened the public hearing at 7:11 p.m.

6  
7 Finance Director Shelly Rueckert reviewed at the August 23, 2022 City Council meeting and  
8 City Staff presented the proposed 2023 general fund operating budget and the 2023 overall levy.  
9 Staff has affirmed the proposed 2023 overall levy is \$8,687,425 which represents an increase of  
10 \$444,333 or a 5.39% increase compared to the 2022 overall levy. The 2023 Budget Calendar  
11 was reviewed in detail Charts showing the Path to the 2023 Tax Levy was provided. Overall  
12 Levy by Fund Type includes General/HRA 65%, Debt Service 29%, and Capital & Building  
13 Improvements 6%. The 2023 General Fund Revenues come from 64% Tax Levy, Intergov't  
14 Revenue 14%, Contracts 12%, Licenses, Permits & Fines 5%, Transfers 3% Miscellaneous 2%.  
15 2023 General Fund Expenditures include Police 46%, Fire 18%, Public Works 11%,  
16 Administration 10%, All Other 7%, Parks 4% and Finance 4%.  
17

18 The standard parameters used for preparing the General Fund Budget and Levy include:

- 19 • City revenues budgeted at current run rates for sources that are subject to trends and
- 20 conservative baseline estimates for re-occurring aids and charges for services.
- 21 • Expenses budgeted at amounts that will maintain present level of City services.
- 22 • Liquor transfers to the General Fund are based on liquor operating results.
- 23

24 Each year the General Fund revenue and expenditure budget line items are examined for changes  
25 in expected collections/charges, labor adjustments, changes in contract rates, insurance rates,  
26 utility costs, usage of various materials or needs, etc. The findings of this examination produce  
27 the drivers associated with the proposed 5.39% increase in the Overall Levy.

- 28 • Personnel costs – 70.85% of expenditures, overall budgeted costs increased by \$599,248
- 29 or 10.69%.
- 30 • Contracted services – 10.3% of expenditures, overall increase of \$18,622.
- 31 • Other Insurance costs – 4.4% of expenditures, overall costs up by \$25,577.
- 32 • Pass through costs – 2.3% of expenditures, costs up \$19,019.
- 33 • Remaining budget line items – 12.2% of overall expenditures or \$1,066,602, costs are up
- 34 \$85,327. Energy costs make up \$47,892 of this increase. Anticipated inflationary factors
- 35 of 5% to 6% have been applied to many of the supplies and services purchases.
- 36

37 Ms. Rueckert provided detail on specific cost drivers.

38  
39 General Fund Revenues

- 40 • Liquor transfer to the General Fund will increase from \$250,000 to \$275,000 in 2023.
- 41 • 2023 State funded Local Government Aid reflects an increase of \$12,321, less than
- 42 originally anticipated.
- 43 • Police contracted services has increased by \$58,027.
- 44 • Excess Tax Increment collections are projected to increase by \$104,780 in 2023, more
- 45 than originally anticipated.

- Federal Grants reflects \$172,039 of potential SAFER grant proceeds to be used for hiring two additional firefighters.

The 2023 HRA Budget and Levy is proposed at the same amount as 2022.

Ms. Rueckert reviewed issuance of 2022A G.O. Bonds in the amount of \$2,385,000 provided for street reconstruction and utilities replacement; mill and overlays; and alleys. The Debt Levy will remain at \$2,487,181 for levy year 2023. This program has served to lower annual levy impact of street reconstruction by \$3,166,000 over the last 9 years.

The 2023 Debt Related Levies are proposed to increase by \$0 over the 2022 combined debt levies. The last step of the Peak to Plateau debt plan was the bonding of the 2022 street improvements. The second phase of the program continues to stabilize the street improvement program's impact on the annual levy, while also reducing the reliance on debt to fund construction costs. In the Phase II Street Improvements and related bonding will be skipped in 2023 and resumed in 2024.

The 2023 Capital Improvement Program (CIP) levy is proposed to increase by \$30,000. The 2023 Building Improvement, Infrastructure and Park Improvement levies are each proposed at a \$5,000 increase. These levy increases are consistent with the City's long-term capital improvement plans.

Ms. Rueckert reviewed the upcoming budget meeting schedule. The final presentation of the 2023 Budget and Property Tax Levy (Truth in Taxation) hearing is scheduled for the December 13, 2022 Council Meeting. At that meeting, Staff will present a recap of the final 2023 Budget and the 2023 Property Tax Levy's impact on property tax bills.

Since 1999 the City has been awarded \$34,264,546 in grants and donations.

Mayor Pro Tem Walker closed the public hearing at 7:35 p.m.

There were no comments online or from the audience.

Motion by Councilmember Jenson, seconded by Councilmember Webster, to approve Resolution 22-063 – Setting the Preliminary 2023 Tax Levy and General Operating Budget for the City of St. Anthony Village.

**Motion carried 4-0.**

## **V. REPORTS FROM COMMISSION AND STAFF.**

- A. Ordinance 2022-06 – An Ordinance Amending the St. Anthony City Code, by Amending Section 150.070, Relating to Allowable Residential Fence Height and Measurement.

City Planner Gritman reviewed the applicant (Mark Tomas, 3308 Skycroft Drive) proposed an increase in fence height from the current 6 foot maximum to 6 feet, 6 inches to accommodate

1 variations in the grade causing measurements of a standard 6 foot fence panel to exceed the  
2 height standard. Staff had recommending shifting the amendment to 7 feet, as this was  
3 consistent with building code thresholds, and the Planning Commission passed that proposal.

4  
5 Following the Planning Commission's action, the Council took up a work session discussion of a  
6 broader code amendment. When this applicant's request was brought forward to Council, there  
7 was concern noted over the full 7 feet height, and the item was tabled. In the interim, the  
8 Planning Commission took up the broader amendments, which included other fence standards.  
9 The Planning Commission agreed that a height of 6 feet, 6 inches would suffice for the purposes  
10 of both the applicant and the general code overall. As such, this amendment is changed to the 6'-  
11 6" height standard, adjusting the request downward from 7 feet as had been previously proposed  
12 by staff.

13  
14 In the larger City Code amendment, the fence height has been adjusted to match this request.

15  
16 Most general City Code amendments require three readings by the Council prior to formal  
17 adoption (unless this process is specifically waived by the City Council during its review).  
18 Zoning Ordinances are an exception to this three-reading rule, which are to be considered for  
19 adoption after a single reading by the Council. The fence amendment under consideration is a  
20 zoning regulation (even though it is not numbered with the other Section 152 zoning section).  
21 The Council may consider adoption as a part of this reading.

22  
23 Councilmember Webster asked Mr. Gritman about the State Code changing to 7.0 feet and  
24 would this discrepancy cause any issues. Mr. Gritman stated there should not be a conflict.

25  
26 Councilmember Jenson stated the diagram in the packet was very helpful. The ordinance is much  
27 clearer than it was before.

28  
29 Motion by Councilmember Webster, seconded by Councilmember Jenson, to advance this  
30 Ordinance and Adopt Ordinance 2022-06 – An Ordinance Amending the St. Anthony City Code,  
31 by Amending Section 150.070, Relating to Allowable Residential Fence Height and  
32 Measurement.

33  
34 **Motion carried 4-0.**

35  
36 B. Ordinance 2022-07 – An Ordinance Amending the St. Anthony City Code, by Amending:  
37 Sections 91.06, 91.56, 91.57 Relating to Keeping and Feeding of Animals; Section 94.15  
38 and 96.02 Relating to the Use of the Public Right of Way; Section 96.03 Relating to  
39 Private Bus and Transit Benches; Section 150.070 – 150.073, Relating to Allowable  
40 Residential Fence Height and Measurement.

41  
42 City Planner Gritman reviewed a Committee of Staff has been reviewing the City Code to  
43 address various aspects of the language, looking for updating needs and incorporating staff  
44 experience with permitting issues, property owner questions, and code enforcement experience.  
45 In the prior round of these amendments, the Commission reviewed, and the City Council adopted

1 regulations related to Swimming Pools, Dumpsters, Natural Landscapes, Non-commercial Signs,  
2 and a variety of other inconsistencies that have been ongoing issues for staff.

3  
4 A second round of updates to the table-form list of proposed City Code and Zoning Code  
5 amended language is presented for City Council consideration. Mr. Gritman reviewed the  
6 amendments in detail.

7  
8 Motion by Councilmember Webster, seconded by Councilmember Jenson, to approve First  
9 Reading of Ordinance 2022-07 – An Ordinance Amending the St. Anthony City Code, by  
10 Amending: Sections 91.06, 91.56, 91.57 Relating to Keeping and Feeding of Animals; Section  
11 94.15 and 96.02 Relating to the Use of the Public Right of Way; Section 96.03 Relating to  
12 Private Bus and Transit Benches; Section 150.070 – 150.073, Relating to Allowable Residential  
13 Fence Height and Measurement.

14  
15 **Motion carried 4-0.**

16  
17 **VI. GENERAL BUSINESS OF COUNCIL.**

18  
19 A. Resolution 22-064 – Approving the Use of Central Park for a Special Event on October  
20 29, 2022 from 2:00 – 10:00 P.M.

21  
22 City Manager Charlie Yunker reviewed Council is requested to approve a special event permit  
23 request from St. Anthony Kiwanis Club to hold a Special Event on October 29, 2022 at the  
24 Central Park Pavilion from 2:00 – 10:00 P.M. The applicant is seeking permission to host a  
25 Pumpkin Decorating and Auction at the Central Park Pavilion which is City property.

26  
27 Mr. Tom Brever and Mr. Tim Mezzenga representing the Kiwanis Club explained the  
28 organization and the event. They are requesting a permit to hold their event at the Central Park  
29 Pavilion. The auction will allow them to raise funds to be used in their programs.

30  
31 Motion by Councilmember Randle, seconded by Councilmember Jenson, to approve Resolution  
32 22-064 – Approving the Use of Central Park for a Special Event on October 29, 2022 from 2:00  
33 – 10:00 P.M.

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

36  
37 **VII. REPORTS FROM CITY MANAGER AND COUNCIL MEMBERS.**

38  
39 City Manager Yunker reported on an event being put on regarding the voting process in St.  
40 Anthony. September 22, 6:30 – 8:00 p.m. in City Council Chambers.

41  
42 Councilmember Jenson stated on September 9, he attended a Ramsey County Local League of  
43 Governments Meeting and Board Meeting. Earlier today he met with the Director of Youth and  
44 Family Services to discuss his role as Board member. He attended the Mississippi Watershed  
45 Meeting also earlier today.

1 Councilmember Webster stated on August 24, she toured the Doran Development along with  
2 other Councilmembers.

3  
4 Councilmember Randle had no report.

5  
6 Mayor ProTem Walker stated he also attended the Open House at the Doran Development.

7  
8 **VIII. COMMUNITY FORUM.**

9  
10 Mayor ProTem Walker invited residents to come forward at this time and address the Council on  
11 items that are not on the regular agenda.

12  
13 Hearing none Mayor ProTem Walker moved forward with the agenda.

14  
15 **IX. INFORMATION AND ANNOUNCEMENTS.**

16  
17 Mayor Pro Tem Walker announced Jay Hartman will be inducted into the St. Anthony Village  
18 High School Hall of Fame on September 30, 2022 and former Mayor Jerry Faust will do the  
19 induction.

20  
21 **X. ADJOURNMENT.**

22  
23 Mayor Pro Tem Walker adjourned the meeting at 8:10 p.m.

24  
25 Respectfully submitted,  
26 Debbie Wolfe  
27 *TimeSaver Off Site Secretarial, Inc.*

28 \_\_\_\_\_  
29 Mayor

30 ATTEST: \_\_\_\_\_  
31 City Clerk  
32