



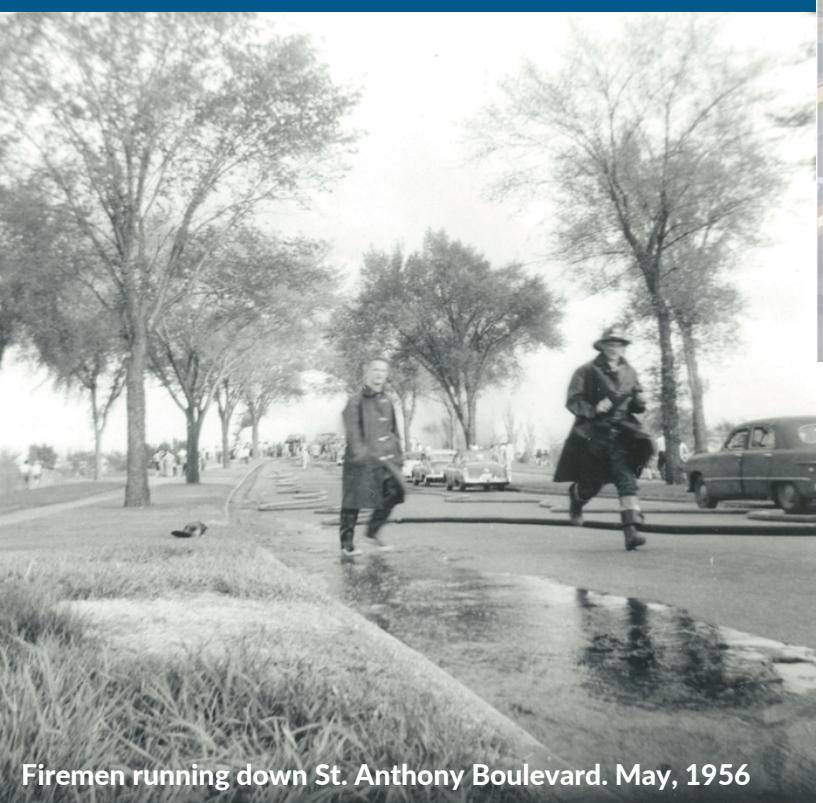
MESSAGE FROM THE CITY MANAGER

A city's administration department is not often a highly visible part of local government. In St. Anthony departments like the fire department, police department, public works, and our two municipal liquor stores are far more visible functions that continue a lineage of dedicated service that began decades ago.

Among the countless examples is a historical picture below of a fire response many years ago that was submitted by Don Makowske as part of our photo contest.

St. Anthony has benefitted from many employees that have dedicated 15, 20 or 25 years or more to serving this community. As people retire and move on, and as time goes by, the vast majority of stories like the one pictured below get lost to time and fading memories. But the spirit of dedicated public service continues in all the 100-plus people that now serve St. Anthony each and every day.

My thanks goes out to all on the administration team, and all the rest, for their hard work in 2023 and continued dedication to the Village!



CLIMATE PLAN



The City of St. Anthony Village continued building on our history of sustainability leadership by developing a Climate Plan in 2023.

The plan focuses on the next 1-5 years of implementation work in categories important to SAV, including water, waste, energy, and transportation.

The plan encompasses City operations and our City's entire footprint, including residents and businesses. We will need everyone's help to accomplish the goals that we set through collaboration.

The plan and implementation steps have been built from the history of leadership in SAV, through input from leaders, residents, business owners, and utilizing best practices in the industry such as what has worked in other similar communities.

The Plan provides implementable next steps and flexibility for adapting as changes occur.

The full plan can be viewed at savmn.com/climateplan



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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 2023, we continued to conduct our regular meetings in person while allowing the public to attend via Zoom.

Below are our meeting statistics for 2023:

- 46 City Council meetings
- 79 resolutions passed
- 9 ordinances adopted
- 9 Planning Commission meetings
- 7 Parks & Environmental Commission meetings

City Code Updates

In 2023 the City Code Review Committee met monthly. The committee consists of the City Planner, Fire Chief, Code Official, and Assistant to the City Manager. The following code topics were discussed, researched and recommended changes relayed to the City Council:

- Smoking in public places
- Moratorium regarding cannabis
- Regulation regarding cannabinoid products
- Parking
- Temporary structures
- Temporary signs
- Rubbish and recycling

COMMUNICATIONS

The Communications Department consists of the Assistant to the City Manager and the Communications Coordinator. Our focus is to reach all residents with clear and informative messaging, to share all the good things happening in St. Anthony Village, and to elevate local interest and community pride while promoting our City to potential business owners and residents.

The department's responsibilities include creating and implementing an Annual Communications Plan, managing the city's website and 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.

2023 Communications Highlights & Initiatives

- Completed multi-channel communications for launch of Single Hauler Plan
- Completed Inflow & Infiltration Education & Information Dissemination
- Completed compilation of the 2023 St. Anthony Village Climate Plan
- Held 1st Annual Sights of St. Anthony Photo Contest with 30 entrants
- Created Night to Unite Party Map & Online Registration
- Partnered with St. Anthony Middle School and St. Charles Borromeo Catholic School on Snow Plow Naming Contest for Public Safety & Awareness
- Launched new Intranet for internal communications
- Launched St. Anthony Village Instagram account
- Unveiled new electronic sign at City Hall
- Began work on multi-channel Water Service Line Inventory Information distribution including web resources, social media, and print outreach for launch January 2024



@CityofSAV



@CityofStAnthony



@StAnthonyVillageMN

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 individuals who care deeply about our community. We continue to foster a culture that appreciates our staff and supports professional growth.

New Employees in 2023

2023 was a year of many changes and challenges in relation to employment. Many long-term employees took the adventurous step into retirement.

We prepared and developed recruitment strategies for three Department Heads and hired and trained numerous other staff.

The Police Department developed a Recruiting Team as they continued to be proactive and creative in bringing in qualified applicants. The department also developed a Cadet program to be able to engage potential future officer candidates.

We hired 15 part-time and 21 seasonal staff in addition to our Admin and Full-Time Staff. Our new FT/Admin staff hired in 2023 were:

Misty Sutherland, PW Maintenance Worker
Angelo Salas, Utility Billing/Permit/Licensing
Keeton Roden, Police Officer
Deborah Maloney, Finance Director
Spencer Grayson, PW Maintenance Worker
Quinton Barth, Police Officer
Barb Tuominen, Communications Coordinator
Izzy Diaz, Fire Chief
Tristan Norlien, Police Officer

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 2023, the Spirit of St. Anthony Award was presented to Jeff Spiess, Police Captain.



SUSTAINABILITY

Maintain High Standards

During 2023 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. Aspen our single waste hauler, did an excellent job with the event. In 2023, we had 111 cars participate in Clean-Up Day.

Repowered (formerly Tech Dump)

In the fall of 2023, we were again able to offer a separate recycling event for residents to dispose of electronics. This year we collected 1,447 pounds of electronics to be recycled in partnership with Repowered.

No Mow May

Early in the year our Parks and Environmental Commission discussed endorsement of "No Mow May". In March, our City Council approved a resolution that would exempt the requirements regarding lawn height for May 2023, and support the Commission's endorsement.

Emerald Ash Borer Management Plan

Staff has compiled a plan for best practices in dealing with Emerald Ash Borer. The plan includes a variety of approaches including tree preservation, tree removals, replanting, and additional resources. This project was supported by our City Engineer and staff and will provide tools and resource opportunities for EAB management for the next 5 to 10 years.

COMMUNITY DEVELOPMENT



Economic Development

Stephen Grittman of Grittman Consulting serves as St. Anthony's consultant planner and also serves as the staff liaison to the Planning Commission.

Planning Commission

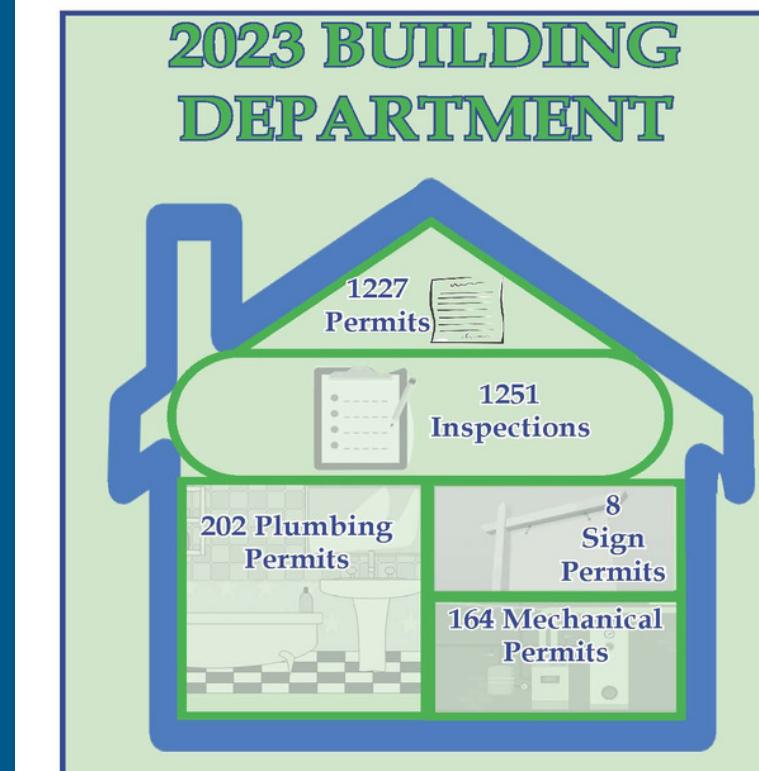
The Planning Commission's key focus areas are to review and recommend action on land use and development applications, monitor common planning and zoning issues for follow-up, maintain training opportunities on land use issues, and advise City Council on land use policy.

In 2023 the commission met 10 times and reviewed the following items:

- Conditional Use permit 3601 29th Ave
- Conditional Use permit 2933 Pentagon Ave
- Conditional Use permit-3801 Stinson Blvd
- Conditional Use permit-3312 Silver Lake Rd
- Conditional Use permit-2924 Anthony Ln
- Code Amendments

Urban Land Institute Technical Assistance Panel

In June, 2023 the City took part in a half day workshop with a panel of outside real estate experts discussing the Silver Lake Village Shopping Area. The panel compiled a report that was given to staff with recommendations including goals for the city owned parcel, including increased connections to existing green spaces, reduced impervious surface, and planning for climate resiliency.



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2023 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 2023.