

SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING AGENDA

Monday, December 11, 3:30 – 5:30 pm | Rondo Community Library

- I. **Call to Order** **Vice Chair Vega Perez** 5 min
- II. **Roll Call and Establish Quorum / Introduction Icebreaker** **Vice Chair Vega Perez** 5 min
- III. **Approval of Meeting Agenda**
- IV. **Approval of Minutes: [November 13](#)** **Vice Chair Vega Perez** 5 min
- V. **Budget Amendment Resolutions: Parks Department** **Alice Messer** 10 min
 - a. [RES PH 23-362](#) Prospect Park Play Area Parkland Dedication Bud Amd
- VI. **New Business**
 - a. **2024 CIB Meeting Time** **Nichelle Bottko Woods** 10 min
 - b. **2024 CIB Chair and Vice Chair Elections** **Vice Chair Vega Perez** 5 min
- VII. **Announcements**
 - a. Next Meeting: Monday, January 8th, 2024
- VIII. **Adjournment**

2024 CIB MEETING DATES

CIB Meeting Date (2nd Monday of Month)	Target Agenda Send Date
Monday, January 8, 2024	Tuesday, January 2, 2024
Monday, February 12, 2024	Monday, February 5, 2024
Monday, March 11, 2024	Monday, March 4, 2024
Monday, April 8, 2024	Monday, April 1, 2024
Monday, May 13, 2024	Monday, May 6, 2024
Monday, June 10, 2024	Monday, June 3, 2024
Monday, July 8, 2024	Monday, July 1, 2024
Monday, August 12, 2024	Monday, August 5, 2024
Monday, September 9, 2024	Tuesday, September 3, 2024
Monday, October 14, 2024	Monday, October 7, 2024
Monday, November 18, 2024*	Monday, November 12, 2024
Monday, December 9, 2024	Monday, December 2, 2024

*November 11th is the 2nd Monday of the month, and also the Veteran’s Day Holiday

SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING MINUTES

Monday, November 13, 3:30 – 5:30 pm | Rondo Community Library

- I. Call to Order by Chair Tobolt at 3:33.
- II. Roll Call and Establish Quorum / Introduction Icebreaker, and introduction of new member Makayla Cox
 - a. Members Present: Makayla Cox, Lauren Dees-Erickson, Jack Fei, Raymond Hess, Robert (Brian) Jackson, William (Liam) O'Brien, Demetrius Shaw, Darren Tobolt, Pang Yang, Pat McQuillan at 4:42
 - b. Members Excused: Carl Johnson, and Elsa Vega Perez,
 - c. Community Members and City Staff Present: Nichelle Bottko Woods, OFS; Anne Weber, Public Works; Alice Messer, Parks; and Jane McClure
- III. Approval of Meeting Agenda: two new items were added to new business: b. CIB 2024 Meeting Time and Location, and c. December Chair and Vice Chair Elections, and the next meeting was corrected to December 11th instead of December 13th. Hess moved to approve the agenda as amended. Dees-Erickson seconded. Motion passed.
- IV. Approval of Minutes: Hess moved, and Yang seconded to approve the minutes from September 11, motion passed. Dees-Erickson moved, and O'Brien seconded to approve the minutes from , motion passed.
- V. Budget Amendment Resolutions
 - a. Public Works Budget Amendments were presented by Anne Weber, who described the resolution and answered questions for committee members as needed.
 - i. October Meeting Resolutions, not approved due to lack of quorum:
 1. RES PH 23-274 Budget amendment for 2019 Project Closeouts: Hess moved, and O'Brien seconded to recommend approval of the motion. Motion passed.
 2. RES PH 23-308 Adding repurposed federal funding to the CCB Kellogg Ph 1 Project and the West Side Signal Project: Yang moved, and O'Brien seconded to recommend approval. Motion passed.
 - ii. RES PH 23-338 Gold Line BRT: Adding Met Council funding to the Gold Line BRT Project for traffic signal cabinets furnished by the City. Hess moved, and O'Brien seconded to recommend approval of the motion. This resolution will add the met council for the cabinets, motion passed.
 - iii. RES PH 23-339 SIB Bonds: Transferring Street Improvement Bond budgets from the 2016, 2017 and 2018 Saint Paul Streets Programs to debt service. Yang moved and O'Brien seconded to recommend approval. Anne Weber explained the resolution is to move unspent project funds to debt service on the bonds. Motion passed.
 - iv. RES PH 23-341 Lafayette Trail: Adding MnDOT funding to the Lafayette Trail Connection Project. Moved by O'Brien, seconded by Yang to recommend approval. Motion passed.
 - b. Parks Budget Amendments: were presented by Alice Messer who described the resolution and answered questions for committee members as needed.
 - i. October Meeting Resolutions not approved due to lack of quorum: the following motions were reviewed by the committee with quorum.
 1. RES PH 23-296 Mississippi River Learning Center Bud Amd \$8M: Hess moved, and O'Brien seconded to recommend and affirm the approval of the resolution, motion passed.

2. RES PH 23-307 Phalen Pk Hmong Plaza Bud Amd MN Dept of Admin: Dees Erickson, moved and Hess seconded to recommend and affirm the approval of the resolution, motion passed.
 3. RES PH 23-311 Hillcrest Heights Port Authority Contribution Bud Establish: Hess moved, and O'Brien seconded to recommend and affirm the approval of the resolution, motion passed.
 - ii. RES PH 23-323 Pig's Eye Park STAR Grant Budget Amd: Hess moved, and O'Brien seconded to recommend approval of the motion. Alice Messer shared the location and details of the project. The site is a superfund site which was a landfill and a plan for addressing cleanup is being created with the EPA. This resolution would help with signage and parking for usable areas. Motion passed.
 - iii. RES PH 23-332 Hmong Plaza Pandau Engraving Bud Amd: Dees Erickson moved, and O'Brien seconded to recommend approval of the motion. Alice Messer shared about the engraving project and council ward support of the project. Members asked how a sister city is established. Motion passed.
 - iv. RES PH 23-349 Accept Regional Parks Bonding Funds: Fei moved, and O'Brien seconded to recommend approval of the motion. Alice Messer shared the eligibility requirements for the funding being accepted, and details of the projects funded in the resolution and answered questions about what the details of the Parks long-range plans. Motion passed.
 - v. RES PH 23-350 Parks and Trails Legacy Funds: Dees-Erickson moved and O'Brien seconded to recommend approval. State Bonding funds can only be used for construction. Motion passed.
- VI. New Business
 - a. Capital and Deferred Maintenance Project Review: Nichelle Bottko Woods reviewed the scores received from the committee and outlined upcoming process for Capital Maintenance Team.
 - b. CIB 2024 Meeting Time and Location: Chair Tobolt and Nichelle Bottko Woods explained that it was suggested that recruiting new members for the committee may be easier if the 2024 meeting time was scheduled for an evening time. Members discussed meeting time and location. A follow up email with survey of availability and time preferences will be sent to committee members following the meeting. The new meeting time will be set at the December CIB meeting.
 - c. December Chair and Vice Chair Election: Chair Tobolt shared that the annual Chair and Vice Chair elections will be held at the December meeting, following discussion, it was suggested that the committee members should organize a social event following the January CIB meeting.
- VII. Announcements
 - a. Next Meeting: Monday, December 11, 3:30 – 5:30 pm
- VIII. Adjournment: Fei moved, and O'Brien seconded to adjourn the meeting, motion passed, and the meeting was adjourned at 4:51.



City of Saint Paul

City Hall and Court House
15 West Kellogg Boulevard
Phone: 651-266-8560

Legislation Text

File #: RES PH 23-362, **Version:** 1

Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$87,949 to utilize Parkland Dedication funds for the Prospect Park play area project.

WHEREAS, the Department of Parks and Recreation is making improvements to Prospect Park play area; and

WHEREAS, it is the desire of the Department of Parks and Recreation to utilize Parkland Dedication funds in the amount of \$87,949 to the Prospect Park play area project; and

WHEREAS, the Department of Parks and Recreation wishes to amend the existing financing and spending budget for the Prospect Park play area project to reflect said funds; and

WHEREAS, the Mayor, pursuant to Section 10.07.1 of the Charter of the City of Saint Paul, does certify that there are available for appropriation, funds of \$87,949 in excess of those estimated in the 2023 Capital Improvement Budget; now, therefore, be it

RESOLVED, by the City Council of the City of Saint Paul, upon recommendation of the Mayor and the advice of the Long Range Capital Improvement Budget Committee, that \$87,949 is available for appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, as heretofore adopted by the Council, is hereby further amended.

See Attachment

[To be filled out by the CIB Executive Secretary.]

City of Saint Paul Financial Analysis

1	File ID Number:	RES PH 23-362		
2				
3	Budget Affected:	CIB Budget	Parks and Recreation	Capital
4				
5	Total Amount of Transaction:	87,949.00		
6				
7	Funding Source:	Transfer of Appropriations		
8				
9		Appropriation already included in budget?	No	
10				
11	Charter Citation:	10.7.1		
12				

Fiscal Analysis

To amend the Parks and Recreation 2023 Capital Improvement Budget in the amount of \$87,949 for a transfer from Parkland Dedication Funds to be used for the Prospect Park Play Area.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

GL Annual Budget				CURRENT	CHANGES	AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET		BUDGET
1	40041900	76805	Capital Expenditure	-	87,949.00	87,949.00
				TOTAL:	-	87,949.00

Financing Changes

(Action Accomplished)

GL Annual Budget				CURRENT	CHANGES	AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET		BUDGET
1	40041900	56225	Transfer From Special Revenue Fund	-	87,949.00	87,949.00
				TOTAL:	-	87,949.00

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT	CHANGES	AMENDED
Activity Group	Activity	Account Category	Description	BUDGET		BUDGET
C-FMSCAP	C233C39100000	76010	Land Improvements	350,000.00	87,949.00	437,949.00
				TOTAL:	350,000.00	437,949.00

Financing Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT	CHANGES	AMENDED
Activity Group	Activity	Account Category	Description	BUDGET		BUDGET
C-FMSCAP	C233C39100000	56250	Transfer from CDBG	350,000.00	-	350,000.00
C-FMSCAP	C233C39100000	56225	Transfer From Special Revenue Fund	-	87,949.00	87,949.00
				TOTAL:	350,000.00	437,949.00