

SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MINUTES

Monday, Monday, November 4, 2024, 5:00 – 7:00 pm | Rondo Community Library

- I. Call to Order at 5:02 pm by Chair Tobolt
Roll Call
 - a. Members in attendance: Makayla Cox, Lauren Dees Erickson, Raymond Hess, Robert (Brian) Jackson, Liam O' Brien, Demetrius Shaw, Darren Tobolt, Pang Yang,
 - b. Members excused:
 - c. Members absent: Carl Johnson, Pat McQuillan,
 - d. City Staff and Community Members in Attendance: Nichelle Bottko Woods, Shannon Forney, Emma Sjostrom, Robert Smith - Office of Financial Services; Alice Messer- Parks and Recreation; Jill LaCasse, Assistant Chief Jeramiah Melquist- Fire Department; Jessica Deegan, Chris Michaels – Planning and Economic Development; Jane McClure – Village/Monitor
- II. Approval of Meeting Agenda: Dees-Erickson moved to approve the agenda, O' Brien seconded, motion passed.
- III. Approval of October 14 Meeting Minutes: O' Brien moved to approve the minutes, Shaw seconded, motion passed.
- IV. Budget Amendments
 - a. Fire Department Budget Amendments – Assistant Chief Jeramiah Melquist presented the following budget amendments:
 - i. **RES PH 24-268, Fire Station 3** – Amending the budget by \$800,000 in available funding from the Green Energy capital program for energy efficiency remodel elements of Fire Station 3. O'Brien moved and Hess seconded to recommend approval of the motion. Motion passed.
 - ii. **RES PH 24-269 Fire Dept Public Art** - Amending the budget by \$105,000 for a public art project at the Fire Department Headquarters/Station 1 building. Dees-Erickson moved and O'Brien seconded to recommend approval of the motion. Motion passed.
 - b. Parks and Recreation Department Budget Amendments – Alice Messer presented the following budget amendments:
 - i. **RES PH 24-271 NECC** - Amending the budget to reflect \$72,000 in funds received for rooftop solar installations at the North End Community Center. Dees-Erickson moved and O'Brien seconded to recommend approval of the motion. Motion passed.
 - ii. **RES PH 24-278 Phalen Daylighting** – Amending the budget to reflect \$65,000 in funds for the Phalen Creek Daylighting project. Dees-Erickson moved and O'Brien seconded to recommend approval of the motion. Motion passed.

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- V. New Business – Emma Sjostrom (Office of Financial Services) and Chris Michaels (Familiar Faces / Planning and Economic Development) presented the following budget amendment:
- a. **RES PH 24-281 HOME ARP and Purchase of 268 Marshall Avenue** - Amending the CIB budget to allocate \$6.7M of HOME-ARP funds for the purchase and rehabilitation of property located at 268 Marshall Avenue. Shaw moved and Hess seconded to recommend approval of the motion. Motion passed.
 - b. **2025 – 2026 Process and Meeting Planning**- Nichelle Bottko Woods presented a process overview and tentative 2025 meeting calendar. She reminded the committee that 2 sub committees would be needed for upcoming CIB processes, the Capital Planning Team, and the Capital Maintenance Team. These sub-committees will be identified in January of 2025. They will read 5-year plans and department proposals in depth to make funding recommendations.
 - i. Process Overview
 - ii. CIB Committee Meeting Calendar: Locations, Recommendations, Tentative 2026 Calendar Review
 - c. **Past Department Process Feedback**- Nichelle Bottko Woods solicited feedback, looking at past documents from the 2021 Capital Planning Team application and timeline.
 - i. Capital Planning Team, 2021 CPT Timeline
 - ii. 5 Year Plan Format, Proposal Application Documents

Comments:

- How can we better incorporate data? - Should we incorporate use of community measurements like traffic safety, crime statistics, or areas of poverty (ACP50)? to prioritize projects? Is this equitable as a practice?
- Ask departments, “What community engagement have you already done for this project?”
- Capital Maintenance Team scoring seemed somewhat murky.
- Is it possible to track and get updates over time. What have we funded? Where is the project at now? Has anything changed?

- d. **Community Engagement in Dept. Process**- Chair Tobolt asked for feedback and comments on the Community Engagement process for Capital Planning Teams.

Comments:

- Won't do online engagement; in person was more successful.

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- Could we arrange tours of community councils and districts?
- Need more touch points with community and district councils throughout the year.

VI. Announcements

- a. Next Meeting: Monday, December 9, Rondo Community Library, Agenda Items Include
 - i. Chair and Vice Chair Elections
 - ii. Finalize 2025 Calendar and Capital Planning Team Appointments
- b. If you haven't already, REMBER TO VOTE TOMORROW!
- c. Meeting Adjourned at 6:51pm