

# SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING MINUTES

Monday, January 8, 5:00 – 7:00 pm | Rondo Community Library

- I. Call to Order at 5:02 by Chair Tobolt
- II. Roll Call and Establish Quorum / Introduction Icebreaker
  - a. Members in attendance: Makayla Cox, Lauren Dees-Erickson, Raymond Hess, Robert (Brian) Jackson, Pat McQuillan, William (Liam) O'Brien, Darren Tobolt, Elsa Vega Perez, Pang Yang,
  - b. Members excused: Carl Johnson, Demetrius Shaw
  - c. Members Absent: Jack Fei
  - d. City Staff and Community Members in Attendance: Dan Malmgren, Police Department; Jill LaCasse, Fire Department; Alice Messer, Tom Hagel, Stephany Aguirre Lopez, Director Rodriguez, Parks Department; Tim Jenson, Libraries; Nichelle Bottko Woods, Sarah Brown, John McCarthy, Office of Financial Services; Noel Nix, Mayor's Office, Jane McClure, Villager / Monitor.
- III. Approval of Meeting Agenda: Hess moved Obrien seconded to approve the agenda, motion passed.
- IV. Approval of Minutes: December 11: Vega Perez moved, and O'Brien seconded to approve the minutes, motion passed.
- V. Unfinished Business
  - a. Capital and Deferred Maintenance: Bruce Engelbrekt presented on the Capital and Deferred Maintenance Process, and shared the recommendations to the committee which were developed by the Capital Maintenance Team. The Phase 2 process had the following steps:
    - i. Full CIB Committee review of all project proposals (new)
    - ii. Capital Maintenance Team Review and Funding Recommendation with members from each department and 3 CIB committee members to review scores and prioritize.
    - iii. CIB Committee review of recommendations from Capital Maintenance Team-Final Committee recommendation to Mayor (current)
    - iv. Mayor Review of CIB Committee Recommendations and final proposal
    - v. Administrative Order sent to City Council and Funds distributed.

The final recommendation as determined by the capital maintenance Team were reviewed in more detail and committee members. Noel Nix shared additional information about the movement of Parks projects from Capital Maintenance to newly created sales tax dollars, freeing up additional funding for all other submitted projects. Committee members were able to ask questions about the proposals and process. Committee members who served on the Capital Maintenance shared that they found the process clear and found that they benefitted from working with the City staff to better understand department priorities, and extenuating circumstances related to how department priorities and committee scores deferred. They also were concerned about the length of time needed to score all capital maintenance tam proposals.

Committee members asked What is maintenance, and specifically how does the SPPD gun range qualify? DC Malmgren shared that the Gun range has been around 1973 and 80s, and has deteriorated to the point of disuse. The City Attorney decision was that it is okay to spend money outside of City limits as long as we have the rights for the term of the bond, even if we don't own the property- this is also true about the k9 facility. Our Police Department uses the facilities for their own use lease until 2079, they do train other departments and use it for licensing requirements. The facility receives \$60,000 in revenue from training other departments.

Hess moved to accept and forward the Capital Maintenance Team recommended funding. Vega-Perez seconded.

Vega Perez moved to amend the motion to amend the police department funding to Challenges with Police department discussion- support 20% of recommendation 295,555. The amendment was seconded by Dees-Erickson. Discussion included that the intention of the amendment was to fund 20% toward existing building. The amendment- passed. Motion passed as amended.

## VI. New Business

- a. Budget Amendment Resolutions: John McCarthy spoke to the sales tax amendments, the ballot question and process. The following resolutions are the first budget actions related to the sales tax- the ongoing process related to Sales Tax projects is still being determined, but City departments are committed to coming back regularly for each wave of projects with the goal to be able to show progress this year.
  - i. Public Works: RES PH 24- 1 Budget Amendment for 2024 Sales Tax Projects: Dees-Erickson moved to recommend approval, and Elsa Vega Perez seconded. Anne Weber presented on the 5-year plan and the sales tax amendment for public works, and answered committee questions. Motion passed.
  - ii. Parks Res PH 24-3 1% Sales Tax Implementation Bud Amd for Parks: Vega perez moved, Yang seconded to recommend approval. Director Rodriguez and Alice Messer presented on the motion and answered committee questions. The resolution is organized around annual programs. Tom Hagel was able to answer clarifying questions. Additional questions around decisions making related to materials chosen for paving, synthetic fields and irrigation? Motion passed
- b. Update: Social Gathering March 4, 2024 5 pm: Chair Tobolt explained that the event would be held at Shamrocks.
- c. Agenda Distribution Timing- Switch to Fridays Committee members discussed agenda distribution and agendas will be distributed to committee members the Friday before the meeting.
- d. 2024 -2025 Community Proposal Process First Look: Nichelle Bottko Woods shared the Community Process application questions and scoring matrix. Discussion on the process, comparing to previous process. The next meeting should include a review of the last process, and review of eligibility.

VII. Adjournment: the meeting was adjourned at 6:55 pm