

SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING AGENDA

Monday, August 14, 2023, 3:30 – 5:30 pm | Rondo Community Library

- I. **Call to Order** **Chair Tobolt** 5 min
- II. **Roll Call and Establish Quorum / Introduction** **Chair Tobolt** 5 min
Icebreaker **Chair Tobolt** 5 min
- III. **Approval of Meeting Agenda and Minutes: [July 10](#)** **Noel Nix** 5 min
- IV. **Swearing in of New Members [RES 23-1082](#)**
 - a. William O'Brien, Demetrius Shaw, Carl Johnson, and Robert Brian Jackson
- V. **Budget Amendments**
 - a. **Parks Budget Amendments** **Alice Messer** 10 min
 - i. [RES PH 23-222](#) North End Comm Ctr DEED Bud Amd \$6M
 - ii. [RES PH 23-220](#) Pedro Park Bud Amd GF and Sales Tax Funds \$6M
 - iii. [RES PH 23-215](#) Swede Hollow Park Revitalization Bud Amd SPPC
 - iv. [RES PH 23-210](#) Fish Hatchery Trail Bud Amd RC ERF \$19050
 - b. **Public Works Budget Amendments** **Anne Weber** 10 min
 - i. [RES PH 23-217](#) Americans with Disabilities Act (ADA) Transition Plan Update
- VI. **Other Business**
 - a. **Capital and Deferred Maintenance, Phase 2** **20 min**
 - i. Overview of Process and Deadlines Nichelle Bottko Woods
 - ii. Capital Maintenance Team Members Chair Tobolt
 - iii. Scheduling Committee Scoring Day Chair Tobolt
 - b. **Committee Member Paperwork-W9** **Nichelle Bottko Woods** 2 min
- VII. **Announcements**
 - a. Next Meeting: Monday, September 11, 3:30 – 5:30 pm
- VIII. **Adjournment**

SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING MINUTES

Monday, July 10, 2023, 3:30 – 5:30 pm | Rondo Community Library

- I. **Call to Order:** the meeting was called to order at 3:31 pm, by Chair Tobolt.
- II. **Roll Call and Establish Quorum / Introduction Icebreaker**
 - **Members in Attendance:** Lauren Dees-Erickson, Jack Fei, Raymond Hess, Jon Kelly, Darren Tobolt, Pang Yang, and Elsa Vega Perez
 - **Members Excused:** Abshir Ali
 - **Members Absent:** Abdi Ahmed, Pat McQuillan, and Ryan Vue
 - **City Staff and Guests:** Nichelle Bottko Woods, Bruce Englebrecht, Alice Messer, Anne Weber
- III. **Approval of Meeting Agenda and Minutes:** Vega Perez moved, and Kelly seconded to approve the meeting agenda, motion passed. Vega Perez moved to approve the minutes from June 26. Hess seconded. Motion Passed.
- IV. **Budget Amendments**
 - **Public Works Budget Amendments were presented by Anne Weber**
 - i) RES PH 23-180 Budget Amendment for the 2018, 2019, 2020 and 2021: Dees-Erickson moved, and Vega Perez seconded to recommend approval of the resolution. Anne Weber answered committee questions. The motion passed.
 - ii) RES PH 23-181 Budget Amendment for the Minnesota Street Phase 1: Kelly moved to recommend approval of the motion. Hess seconded. Anne Weber presented on the resolution and answered committee questions. The resolution is to close out funding from previous years. Motion passed.
 - **Parks Budget Amendments were presented by Alice Messer**
 - i) RES PH 23-161 NECC HUD Grant Bud Amd: Vega Perez moved to recommend approval of the motion. Fei seconded. Alice Messer presented on the resolution and answered committee questions. Motion passed.
 - ii) RES PH 23-188 Pedro Park CDBG Budget Amendment: Kelly moved to recommend approval of the motion. Hess seconded. Alice Messer presented on the resolution and answered committee questions. Members asked about the

details and if there would be future CIB asks related to this park. The Parks department is actively looking for donations and likely there will be additional City requests needed for this request. Motion passed.

- iii) RES PH 23-189 West Minnehaha HVAC CDBG Budget Amendment: Vega Perez moved to recommend approval of the motion. Yang seconded. Alice Messer presented on the resolution plan for HVAC replacement and answered committee questions. Motion passed.

V. Other Business

- VI. Capital and Deferred Maintenance, Phase 2 Criteria and Timeline:** Bruce Englebrecht Real Estate Division of the Office of Financial Services presented on the draft timeline, project application and scoring criteria proposed for Phase 2 of the Capital and Deferred Maintenance funding process for 2023. Committee members discussed concerns related to not seeing funding in the initial review. It was determined that this data should be available during review of projects. A request for ability to score on a rank able sheet and discussion about splitting up the committee to score projects depending on the number of projects submitted. About 82 were submitted in previous years, but the deadline for submission for this year is 9.11.23. Request for a committee ranking session after applications are sent for ranking.

VII. Announcements

- Next Meeting: Monday, August 14, 3:30 – 5:30 pm

- VIII. Adjournment:** the meeting was adjourned at 5:19 pm



City of Saint Paul

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

Legislation Text

File #: RES 23-1082, Version: 1

Approving the Mayor's appointments of William O'Brien, Demetrius Shaw, Carl Johnson, and Robert Brian Jackson as members of the Capital Improvement Budget Committee.

WHEREAS, Capital Improvement Budget Committee reviews and ranks project proposals submitted by City departments, district councils, and neighborhood organizations and recommends a bi-annual budget to fund capital improvements such as street reconstruction, park improvements, and the renovation of libraries and recreation centers; and

WHEREAS, Capital Improvement Budget Committee term dates are three years; and

WHEREAS, William O'Brien, Demetrius Shaw, Carl Johnson, and Robert Brian Jackson have applied and are seeking appointments to the Capital Improvement Budget Committee; and

WHEREAS, Mayor Melvin Carter wishes to appoint William O'Brien, Demetrius Shaw, Carl Johnson, and Robert Brian Jackson to a three-year term on the Capital Improvement Budget Committee; now, therefore be it

RESOLVED, that the Saint Paul City Council approves the Mayor's appointment of William O'Brien, Demetrius Shaw, Carl Johnson, and Robert Brian Jackson to a three-year term on the Capital Improvement Budget Committee with a term expiration date of July 31, 2026.



Legislation Text

File #: RES PH 23-222, **Version:** 1

Amending the financing and spending plan in the Department of Parks and Recreation in the net amount of \$1,000,000 to reflect \$6,000,000 in additional funding from a State of Minnesota DEED grant and a \$5,000,000 reduction in city bond funding for the North End Community Center (“NECC”) project.

WHEREAS, the State of Minnesota appropriated \$6,000,000 to the Department of Employment and Economic Development (“DEED”) for a grant to the City for construction of the North End Community Center in Minnesota Laws 2023, Chapter 71, Article 1, Section 14, Subdivision 36; and

WHEREAS, the Department of Parks and Recreation wishes to accept said funds and amend the financing and spending plan for the NECC project in the amount of \$6,000,000; and

WHEREAS, due to the additional funds available for North End Community Center, the City has approved the shift of city bond funding, originally allocated to the North End Community Center Budget, to now be included in the Pedro Park Project (see RES PH 23-220); and

WHEREAS the Department of Parks and Recreation wishes to reduce the \$5,000,000 in city bond funding from the existing North End budget, therefore resulting in a net increase of \$1,000,000 to the North End budget; 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 \$6,000,000 in excess of those estimated in the 2023 Capital Improvement Budget; and

WHEREAS, the Mayor, pursuant to Section 10.07.4 of the Charter of the City of Saint Paul does certify that there are available for transfer of appropriation between projects, funds of \$5,000,000; now, therefore, be it

RESOLVED, by the City of Saint Paul City Council, upon recommendation of the Mayor and the advice of the Long Range Capital Improvement Budget Committee, that \$6,000,000 is available for appropriation, and \$5,000,000 is available for transfer of appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, as heretofore adopted by the Council, is hereby amended as specified in the attached financial analysis.

See Attachment

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

City of Saint Paul Financial Analysis

1	File ID Number:	RES PH 23-222		
2				
3	Budget Affected:	CIB Budget	Parks and Recreation	Capital
4				
5	Total Amount of Transaction:	1,000,000.00		
6				
7	Funding Source:	Multiple <i>Includes a Transfer of Appropriation</i>		
8				
9		Appropriation already included in budget?	No	
10				
11	Charter Citation:	10.7.1		
12				
13				

Fiscal Analysis

To amend the Parks and Recreation 2023 Capital Improvement Budget in the net amount of \$1,000,000.00 for the North End Community Center Project. This includes additional funding of \$6,000,000 in approved appropriations from the State of MN, DEED, and a \$5,000,000 transfer of City bond funding appropriations from the North End Community Center Project to the Pedro Park Project, therefore totaling a net increase of \$1,000,000 in overall funding for the North End Community Center Project

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		-	1,000,000.00	1,000,000.00
TOTAL:					-	1,000,000.00	1,000,000.00

Financing Changes

(Action Accomplished)

GL Annual Budget					CURRENT	CHANGES	AMENDED
Company	Fund-Dept-Cost Center	Account	Description		BUDGET		BUDGET
1	40041900	43401	State Grants	<i>State of MN DEED</i>	-	6,000,000.00	6,000,000.00
1	40041900	56110	Intrafund Bond Draw	<i>City Bond Funding</i>	-	(5,000,000.00)	(5,000,000.00)
TOTAL:					-	1,000,000.00	1,000,000.00

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	C193F26001153	76205	Building Structures		1,000,000.00	-	1,000,000.00
C-FMSCAP	C193F26001153	76210	Land Improvements		28,835,487.00	1,000,000.00	29,835,487.00
TOTAL:					29,835,487.00	1,000,000.00	30,835,487.00

Financing Changes

(Action Accomplished)

Life to Date Activity Budget					CURRENT	CHANGES	AMENDED
Activity Group	Activity	Account Category	Description		BUDGET		BUDGET
C-FMSCAP	C193F26001153	43010	Federal Grant HUD		4,000,000.00	-	4,000,000.00
C-FMSCAP	C193F26001153	43199	Federal Grant State Administered		2,374,487.00	-	2,374,487.00
C-FMSCAP	C193F26001153	43410	State of MN DEED	<i>State of MN DEED</i>	-	6,000,000.00	6,000,000.00

71	C-FMSCAP	C193F26001153	55505	Contributions and Donations		250,000.00	-	250,000.00
72	C-FMSCAP	C193F26001153	56023	Intrafund Bond Draw	<i>City Bond Funding</i>	22,100,000.00	(5,000,000.00)	17,100,000.00
73	C-FMSCAP	C193F26001153	56250	Transfer from CDBG		1,111,000.00	-	1,111,000.00
74								
75								
					TOTAL:	29,835,487.00	1,000,000.00	30,835,487.00



City of Saint Paul

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

Legislation Text

File #: RES PH 23-220, **Version:** 1

Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$6,000,000 to utilize approved General Fund and City Bond Funds for the Pedro Park project.

WHEREAS, the Department of Parks and Recreation is developing a new park at the old Pedro Luggage building site; and

WHEREAS, it is the desire of the Department of Parks and Recreation to utilize approved General Funds in the amount of \$1,000,000 for the Pedro Park project; and

WHEREAS, the City is allocating \$1 million in General Fund support toward this project, made available through strategic investments of American Rescue Plan funding; and

WHEREAS, due to the reduction of city bond funding originally allocated to the North End Community Center budget (see RES PH 23-222), this \$5,000,000 funding is now available to be used for the Pedro Park Project; and

WHEREAS, the Department of Parks and Recreation wishes to amend the existing financing and spending budget for the Pedro Park 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 \$6,000,000 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 \$6,000,000 is available for appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, as heretofore adopted by the Council, is hereby further amended as specified in the attached financial analysis.

See Attachment

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

City of Saint Paul Financial Analysis

1	File ID Number:	RES PH 23-220		
2				
3	Budget Affected:	CIB Budget	Parks and Recreation	Capital
4				
5	Total Amount of Transaction:	6,000,000.00		
6				
7	Funding Source:	Multiple	<i>Includes a Transfer of Appropriation</i>	
8				
9		Appropriation already included in budget?	No	
10				
11	Charter Citation:	10.7.1		
12				

Fiscal Analysis

16 To amend the Parks and Recreation 2023 Capital Improvement Budget in the amount of \$6,000,000 to account for additional funding from a
 17 General Fund Transfer of \$1,000,000 and a \$5,000,000 transfer in appropriation of City bond funding (from the North End Community
 18 Center Project) to be used for the Pedro Park Project new construction, following demoliton of the PSA Building.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	40041900	76805	Capital Expenditure	-	6,000,000.00	6,000,000.00
				TOTAL:	-	6,000,000.00

Financing Changes

(Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	40041900	56110	Intrafund Bond Draw <i>City Bond Funding</i>	-	5,000,000.00	5,000,000.00
1	40041900	56220	Transfer from General Fund	-	1,000,000.00	1,000,000.00
				TOTAL:	-	6,000,000.00

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		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C193R26201155	76010	Land Improvements	866,419.24	6,000,000.00	6,866,419.24
				TOTAL:	866,419.24	6,866,419.24

Financing Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C193R26201155	56019	Intrafund Bond Draw	502,400.00	-	502,400.00
C-FMSCAP	C193R26201155	56023	Intrafund Bond Draw <i>City Bond Funding</i>	-	5,000,000.00	5,000,000.00
C-FMSCAP	C193R26201155	56220	Transfer from General Fund	-	1,000,000.00	1,000,000.00
C-FMSCAP	C193R26201155	56225	Transfer From Special Revenue Fund	295,251.74	-	295,251.74
C-FMSCAP	C193R26201155	56250	Transfer from CDBG	68,767.50	-	68,767.50
				TOTAL:	866,419.24	6,866,419.24



City of Saint Paul

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

Legislation Text

File #: RES PH 23-210, **Version:** 1

Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$19,050 from the Ramsey County Environmental Response Fund (ERF) for the Fish Hatchery Trail project.

WHEREAS, by CF # 23-692, the Department of Parks and Recreation to applied for and was granted \$19,050 from the Ramsey County Environmental Response Fund (ERF) for the Fish Hatchery Trail project; and

WHEREAS, said funds will be used to support additional soil testing to better quantify the volume of contaminated soils for the Fish Hatchery Trail project; and

WHEREAS, the Department of Parks and Recreation wishes to accept said funds and amend the financing and spending plan for the Fish Hatchery Trail project; and

WHEREAS, there is no match required of these funds by the City and other supporting agencies; now, therefore, be it

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 \$19,050 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 \$19,050 is available for appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, as heretofore adopted by the Council, is hereby amended as attached.

See Attachment

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

City of Saint Paul Financial Analysis

1	File ID Number:	PH 23-210		
2				
3	Budget Affected:	CIB Budget	Parks and Recreation	Capital
4				
5	Total Amount of Transaction:	19,050.00		
6				
7	Funding Source:	Grant		
8				
9		Appropriation already included in budget?	No	
10				
11	Charter Citation:	10.7.1		
12				
13				

Fiscal Analysis

To amend the Parks and Recreation 2023 Capital Improvement Budget in the amount of \$19,050 for grant funding received from the Ramsey County Environmental Response Fund (ERF) for the Fish Hatchery Trail project.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

Company	Fund-Dept-Cost Center	Account	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
1	40041900	76805	Capital Expenditure	-	19,050.00	19,050.00
TOTAL:				-	19,050.00	19,050.00

Financing Changes

(Action Accomplished)

Company	Fund-Dept-Cost Center	Account	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
1	40041900	43701	County Grant	-	19,050.00	19,050.00
TOTAL:				-	19,050.00	19,050.00

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)

Activity Group	Activity	Account Category	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
C-FMSCAP	C223T29901198	76010	Land Improvements	-	19,050.00	19,050.00
TOTAL:				-	19,050.00	19,050.00

Financing Changes

(Action Accomplished)

Activity Group	Activity	Account Category	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
C-FMSCAP	C223T29901198	43705	Ramsey County Grant	-	19,050.00	19,050.00
TOTAL:				-	19,050.00	19,050.00



Legislation Text

File #: RES PH 23-215, **Version:** 1

Amending the finance and spending plan in the Department of Parks and Recreation in the amount of \$40,000 from the Saint Paul Parks Conservancy, to reflect funds authorized for the Swede Hollow Revitalization Woodland Garden Construction project.

WHEREAS, the Conservancy has authorized \$40,000 be granted to the City of Saint Paul, Department of Parks and Recreation, for construction of the Woodland Garden at Swede Hollow Park; and

WHEREAS, said funds would be used for construction of a woodland garden in Swede Hollow Park as outlined in the Swede Hollow Park Long Range Plan; and

WHEREAS, there are no matching fund requirements of said grant; and

WHEREAS, the Department wishes to accept said funds and amend the finance and spending plan for the Swede Hollow Revitalization Woodland Garden Construction project; and

WHEREAS, that the City Council finds that there is a public purpose in providing for the betterment of parks facilities and that acceptance of said funding will enable continued implementation of the Swede Hollow Park Long Range Plan; 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 \$40,000 in excess of those estimated in the 2023 Capital Improvement Budget; now, therefore, be it

RESOLVED, that the City Council, upon recommendation of the Mayor and the advice of the Long Range Capital Improvement Budget Committee, that \$40,000 is available for appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, is heretofore adopted by the Council, is hereby amended as attached.

See Attachment

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



SAINT PAUL PARKS CONSERVANCY

18 July 2023

Re: Swede Hollow Revitalization – Woodland Garden Construction

TO: Andy Rodriguez, Director, Saint Paul Parks and Recreation

FROM: C. Michael-jon Pease, Executive Director, Saint Paul Parks Conservancy

CC: Alice Messer, Design and Construction, City of Saint Paul, Department of Parks and Recreation

MEMORANDUM OF UNDERSTANDING - AMENDMENT

By a resolution adopted at its regular meeting on May 19, 2023, the Board of Directors of the Saint Paul Parks Conservancy authorized forty thousand dollars (\$40,000) in Conservancy funds be awarded to the City of Saint Paul Parks and Recreation Capital Improvement Budget for the construction of the enhanced Woodland Garden at Swede Hollow Park outlined in the Swede Hollow Park Long Range Plan (Exhibit A).

Please note that funds for design and construction documents for the Woodland Garden and circulation design for the Upper Bluff were approved through a separate MOU.

This document serves as a memorandum of understanding between the Saint Paul Parks Conservancy (Conservancy) and the City of Saint Paul Parks and Recreation Department (City) for the transfer of funds.

A. Grant Award and Transfer of Funds – as amended

The Conservancy will transfer twenty thousand dollars (\$20,000) as fifty percent (50%) of the allocated funds to the City by August 31 to start the project.

Upon completion of the project, the City will bill the Conservancy for the actual remaining costs, not to exceed twenty thousand dollars (\$20,000).

B. Roles and Responsibilities

The City Design and Construction team shall be responsible for bidding and construction administration for the Woodland Garden.

The Conservancy will communicate with project funders and partners including interim and final reporting; and participate in community engagement and review of the project.

Counterparts. The parties may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.

Electronic Signatures. The parties agree that the electronic signature of a party to this Agreement be valid as an original signature of such party and shall be effective to bind such party to this Agreement. The parties further agree that any document including this Agreement containing, or to which there is affixed, an electronic signature shall be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in ordinary course of business and an original written when printed from electronic files. For purposes hereof, “electronic signature also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g. via PDF) of an original signature. Any party’s failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.

Signatures below represent acceptance of the terms of this memorandum of understanding.

Michael-jon Pease

Jul 19, 2023

C. Michael-jon Pease, Saint Paul Parks Conservancy

Date

Andy Rodriguez

Andy Rodriguez (Jul 19, 2023 11:12 CDT)

Jul 19, 2023

Andy Rodriguez, Saint Paul Parks and Recreation Director

Date

[Signature]

Jul 19, 2023

John McCarthy, Saint Paul Director of Financial Services

Date

SMSullivan

Jul 19, 2023

Sarah Sullivan, Assistant City Attorney

Date











SH Woodland Garden Construction_MOU_7.18.23


Final Audit Report


2023-07-19

Created:	2023-07-19
By:	Chelsea Beary (Chelsea.Beary@ci.stpaul.mn.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAVIDsEmhOXEDy_WJap2jg-VQADW6gamYoT


"SH Woodland Garden Construction_MOU_7.18.23" History


-  Document created by Chelsea Beary (Chelsea.Beary@ci.stpaul.mn.us)
2023-07-19 - 3:16:58 PM GMT
-  Document emailed to andy.rodriguez@ci.stpaul.mn.us for signature
2023-07-19 - 3:19:27 PM GMT
-  Document emailed to Sarah Sullivan (Sarah.Sullivan@ci.stpaul.mn.us) for signature
2023-07-19 - 3:19:27 PM GMT
-  Document emailed to John McCarthy (john.mccarthy@ci.stpaul.mn.us) for signature
2023-07-19 - 3:19:27 PM GMT
-  Document emailed to Michael-jon Pease (pease@stpaulparks.org) for signature
2023-07-19 - 3:19:28 PM GMT
-  Email viewed by Sarah Sullivan (Sarah.Sullivan@ci.stpaul.mn.us)
2023-07-19 - 3:21:57 PM GMT
-  Document e-signed by Sarah Sullivan (Sarah.Sullivan@ci.stpaul.mn.us)
Signature Date: 2023-07-19 - 3:22:04 PM GMT - Time Source: server
-  Email viewed by John McCarthy (john.mccarthy@ci.stpaul.mn.us)
2023-07-19 - 3:51:16 PM GMT
-  Document e-signed by John McCarthy (john.mccarthy@ci.stpaul.mn.us)
Signature Date: 2023-07-19 - 3:51:22 PM GMT - Time Source: server
-  Email viewed by andy.rodriguez@ci.stpaul.mn.us
2023-07-19 - 4:12:19 PM GMT

 Signer andy.rodriquez@ci.stpaul.mn.us entered name at signing as Andy Rodriguez
2023-07-19 - 4:12:36 PM GMT

 Document e-signed by Andy Rodriguez (andy.rodriquez@ci.stpaul.mn.us)
Signature Date: 2023-07-19 - 4:12:38 PM GMT - Time Source: server

 Email viewed by Michael-jon Pease (pease@stpaulparks.org)
2023-07-19 - 4:12:54 PM GMT

 Document e-signed by Michael-jon Pease (pease@stpaulparks.org)
Signature Date: 2023-07-19 - 4:13:07 PM GMT - Time Source: server

 Agreement completed.
2023-07-19 - 4:13:07 PM GMT

City of Saint Paul Financial Analysis

1	File ID Number:	RES PH 23-215
2		
3	Budget Affected:	CIB Budget Parks and Recreation Capital
4		
5	Total Amount of Transaction:	40,000.00
6		
7	Funding Source:	Grant
8		
9		Appropriation already included in budget? No
10		
11	Charter Citation:	10.7.1
12		

Fiscal Analysis

16 To amend the Parks and Recreation 2023 Capital Improvement Budget for a \$40,000 Contribution from the St Paul Parks Conservancy for Swede Hollow Park.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes
(Action Accomplished)

Company	Fund-Dept-Cost Center	Account	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
1	40041900	76805	Capital Expenditure	-	40,000.00	40,000.00
				TOTAL:	-	40,000.00

Financing Changes
(Action Accomplished)

Company	Fund-Dept-Cost Center	Account	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
1	40041900	55505	Contributions and Donations	-	40,000.00	40,000.00
				TOTAL:	-	40,000.00

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)

Activity Group	Activity	Account Category	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
C-FMSCAP	C223S02401141	77220	Architect Services	35,000.00	40,000.00	75,000.00
				TOTAL:	35,000.00	75,000.00

Financing Changes
(Action Accomplished)

Activity Group	Activity	Account Category	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
C-FMSCAP	C223S02401141	55505	Contributions and Donations	35,000.00	40,000.00	75,000.00
				TOTAL:	35,000.00	75,000.00



City of Saint Paul

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

Legislation Text

File #: RES PH 23-217, **Version:** 1

Amending the financing and spending plans in the Department of Public Works Capital and Operating Budgets for the Department's Americans with Disabilities Act (ADA) Transition Plan Update Project.

WHEREAS, the Department of Public Works is planning to update its ADA Transition Plan; and

WHEREAS, the Department proposes to finance this update with funding from Street Maintenance and the Pedestrian and Traffic Safety Improvements Program; and

WHEREAS, there is a need to transfer \$200,000 from the Street Maintenance budget into the 2023 ADA Transition Plan Update Project; and

WHEREAS, there is a need to transfer \$100,000 from the Pedestrian and Traffic Safety Improvements Program into the 2023 ADA Transition Plan Update Project; and

WHEREAS, the Mayor, pursuant to Section 10.07.4 of the Charter of the City of Saint Paul, does certify that there is available for transfer of appropriation funds of \$300,000; now, therefore, be it

RESOLVED by the Council of the City of Saint Paul, upon recommendation of the Mayor and advice of the Long-Range Capital Improvement Budget Committee, that \$300,000 is available for transfer of appropriation of funds in the Capital Improvement and Operating Budgets, as heretofore adopted and amended by this Council, be hereby further amended in the Improvements and Operating Budgets in the following particulars:

See Attachment.

City of Saint Paul Financial Analysis

1 File ID Number: RES PH 23-
 2
 3 Budget Affected: CIB Budget Public Works Capital
 4
 5 Total Amount of Transaction: 300,000.00
 6
 7 Funding Source: Transfer of Appropriations
 8
 9 Appropriation already included in budget? Yes
 10
 11 Charter Citation: City Charter 10.07.4
 12
 13

14 Fiscal Analysis

15
 16 - Adding \$200,000 transfer from general fund to ADA Transition Plan
 17
 18 - Transferring \$100,000 transfer from general fund from 2023 Ped Safety Program to ADA Transition Plan
 19
 20
 21
 22
 23

24 Detail Accounting Codes:

26 **GENERAL LEDGER (GL) - ANNUAL BUDGET**

27 **Spending Changes**

28 (Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	XXXXXXXX	XXXXX	(Item description)	-	-	-
1				-	-	-
				TOTAL:	-	-

37 **Financing Changes**

38 (Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
(Choose Company)	XXXXXXXX	XXXXX	(Item description)	-	-	-
				TOTAL:	-	-

46 **PROJECT LEDGER (AC) - LIFE TO DATE PROJECT BUDGET**

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

49 **Spending Changes**

50 (Action Accomplished)

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C232T3820000	76105	Streets Ped Safety Prog	705,000	(100,000)	605,000
C-FMSCAP	C232T39920079	63160	General Professional Services ADA Transition	-	300,000	300,000

58 **Financing Changes**

59 (Action Accomplished)

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C232T3820000	56220	Transfer From General Fund Ped Safety Prog	(100,000)	100,000	-
C-FMSCAP	C232T3820000		All Other Financing	(605,000)	-	(605,000)
				(705,000)	100,000	(605,000)
C-FMSCAP	C232T39920079	56220	Transfer From General Fund ADA Transition	-	(300,000)	(300,000)