

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

Monday, March 11, 5:00 – 7:00 pm | Rondo Community Library

- |              |  |                              |        |
|--------------|--|------------------------------|--------|
| <b>I.</b>    | <b>Call to Order</b>   | <b>Chair Tobolt</b>          | 5 min  |
| <b>II.</b>   | <b>Roll Call and Establish Quorum / Introduction Icebreaker</b>        | <b>Chair Tobolt</b>          | 5 min  |
|              | Do you work well under pressure?                                       |                              |        |
| <b>III.</b>  | <b>Approval of Meeting Agenda</b>                                      |                              |        |
| <b>IV.</b>   | <b>Approval of Minutes: <a href="#">February 12, 2024</a></b>          | <b>Chair Tobolt</b>          | 5 min  |
| <b>V.</b>    | <b>Unfinished Business</b>   |                              |        |
|              | a. <b>Update: <a href="#">Deferred and Capital Maintenance</a></b>     | <b>Nichelle Bottko Woods</b> | 5 min  |
|              | b. <b>Community Proposal Application and <a href="#">Timeline</a></b>  | <b>Nichelle Bottko Woods</b> | 5 min  |
|              | <a href="http://engagestpaul.org/cib2024">engagestpaul.org/cib2024</a> |                              |        |
| <b>VI.</b>   | <b>New Business</b>  |                              |        |
|              | a. <b>Community Proposal Training Session</b>                          | <b>Patty Lammers</b>         | 45 min |
|              | Crime Prevention Through Environmental Design (CPTED) Workshop         |                              |        |
| <b>VII.</b>  | <b>Announcements</b>   |                              |        |
|              | a. Next Meeting: Monday, April 8, 2024                                 |                              |        |
| <b>VIII.</b> | <b>Adjournment</b>   |                              |        |

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

Monday, February 12, 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, Raymond Hess, Robert (Brian) Jackson, Carl Johnson, William (Liam) O'Brien, Darren Tobolt, Pang Yang,
  - b. Members excused: Demetrius Shaw, Pat McQuillan, Elsa Vega Perez, Lauren Dees-Erickson
  - c. Members Absent: n/a
  - d. City Staff and Community Members in Attendance: Assistant Fire Chief Jeramiah Melquist, Jill LaCasse, Fire Department; Alice Messer, Stephany Lopez, Parks Department; Nichelle Bottko Woods, Shannon Forney, Office of Financial Services; Jane McClure, Villager / Monitor.
- III. Approval of Meeting Agenda: Hess moved Yang seconded to approve the agenda, motion passed.
- IV. Approval of Minutes: January 8: Hess moved, and O'Brien seconded to approve the minutes, motion passed.
- V. New Business
  - a. Budget Amendment Resolutions: Two Budget Amendments were presented to the committee:
    - i. Fire: RES PH 24-30 Budget Amendment amending the financing and spending plans in the Fire Department Capital Maintenance Budget to transfer \$26,250 of CIB funding from the 2021 Fire Capital Maintenance Projects to the 2024 Fire Capital Maintenance Projects. Hess moved to recommend approval, and Johnson seconded. Assistant Fire Chief Jeramiah Melquist presented on the need for chimney tower replacement at Fire Station 51 and answered committee questions. Motion passed.
    - ii. Parks: Res PH 24-35 Budget Amendment amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$2,500,000 for construction for the Wakan Tipi Center project at the Bruce Vento Nature Sanctuary. Johnson moved, Cox seconded to recommend approval. Alice Messer presented on the motion and answered committee questions. Funding is result of state bonding efforts. Discussion about lease agreement between City and organization for 20 year term and maintenance agreements during that time. Motion passed.
  - b. Update: Social Gathering March 4, 2024 5-7pm: Event at Shamrocks Irish Nook. Address: 995 Seventh St W St 55102. Committee members encouraged to bring guests, family members, etc.
  - c. 2024 -2025 Community Proposal Process Second Review: Nichelle Bottko Woods shared the Community Process application timeline, questions and scoring matrix. Discussion on the process, compared to previous years. Committee agreed to March 24th application close date and added three June meeting dates (June 3, 17, 24th) to

accommodate the required Public Hearing and review time required. If this time is not needed, no meeting will be held June 24<sup>th</sup>.

VI. Adjournment: the meeting was adjourned at 6:40 pm



## Capital and Deferred Maintenance All Phases Funding Overview

### Available Funding

Deferred Maintenance Budget	\$24,000,000
2024 Budget	\$1,500,000
2025 Budget	\$1,500,000
<b>TOTAL 2024 - 2025 Capital and Deferred Maintenance</b>	<b>\$27,000,000</b>

### Phase 2 Deferred Maintenance and 2024 - 2025 Capital Maintenance Funding

Department	Capital Maintenance Team Funding Recommendation	Capital Improvement Budget Committee Funding Recommendation	Final Mayor's Recommendation
DSI	\$ 1,612,136	\$ 1,612,136	\$ 1,612,136
Fire	\$ 4,820,103	\$ 4,820,103	\$ 4,820,103
Library	\$ 1,655,000	\$ 1,655,000	\$ 1,655,000
OFS-Fleet Services	\$ 419,500	\$ 419,500	\$ 419,500
Parks and Recreation	\$ 3,605,239	\$ 3,605,239	\$ 3,605,239
Police	\$ 2,853,461	\$ 1,671,245	\$ 2,853,461
Public Works	\$ 2,279,375	\$ 2,279,375	\$ 2,279,375
Public Art	\$ 135,000	\$ 135,000	\$ 135,000
Contingency	\$ 3,100,529	\$ 4,282,745	\$ 3,100,529
<b>Total</b>	<b>\$ 20,480,343</b>	<b>\$ 20,480,343</b>	<b>\$ 20,480,343</b>

### Deferred Maintenance All Phases and 2024 - 2025 Capital Maintenance Funding Overview

Department	Deferred Maintenance Phase 1	Deferred Maintenance Phase 2	2024 - 2025 Capital Maintenance	Total Capital and Deferred Maintenance Funding	% of Total-Deferred and Capital Maintenance
DSI	\$ 1,206,817	\$ 638,136	\$ 974,000	\$ 2,818,953	10%
Fire	\$ 289,939	\$ 4,365,123	\$ 454,980	\$ 5,110,042	19%
Library	\$ 123,224	\$ 1,294,197	\$ 360,803	\$ 1,778,224	7%
OFS-Fleet Services	\$ -	\$ 419,500	\$ -	\$ 419,500	2%
Parks and Recreation	\$ 3,025,734	\$ 3,605,239	\$ -	\$ 6,630,973	25%
Police	\$ 96,553	\$ 2,503,246	\$ 350,215	\$ 2,950,014	11%
Public Works	\$ 1,777,390	\$ 1,778,875	\$ 500,500	\$ 4,056,765	15%
Public Art	\$ -	\$ 120,000	\$ 15,000	\$ 135,000	1%
Contingency	\$ -	\$ 2,756,027	\$ 344,502	\$ 3,100,529	11%
<b>Total</b>	<b>\$ 6,519,657</b>	<b>\$ 17,480,343</b>	<b>\$ 3,000,000</b>	<b>\$ 27,000,000</b>	

**Capital Maintenance Team and Capital Improvement Budget Committee Funding Recommendation Details  
Deferred Maintenance Phase 2 and Capital Maintenance 2024 - 2025**

PROJECT TITLE	Department	Capital Maintenance Team Recommendations			Capital Improvement Budget Committee Recommendations			Mayor's Recommendation		
		Cap Maint Team Recommended 2024	Cap Maint Team Recommended 2025	Cap Maint Team Recommended TOTAL	CIB Recommendation 2024	CIB Recommendation 2025	CIB Recommendation TOTAL	Final 2024 Funding	Final 2025 Funding	Final Funding Total
Contingency 2022	Contingency	\$ 2,928,278.00		\$ 2,928,278.00	\$ 692,469.00		\$ 692,469.00	\$ 692,469.00		\$ 692,469.00
Contingency 2023	Contingency	\$ -		\$ -	\$ 2,063,558.00		\$ 2,063,558.00	\$ 2,063,558.00		\$ 2,063,558.00
Contingency 2024	Contingency	\$ -		\$ -	\$ 172,251.00		\$ 172,251.00	\$ 172,251.00		\$ 172,251.00
Contingency 2025	Contingency	\$ -	\$ 172,251.00	\$ 172,251.00	\$ 1,182,216.00	\$ 172,251.00	\$ 1,354,467.00	\$ -	\$ 172,251.00	\$ 172,251.00
Animal Control at AHS - HVAC Energy Efficiency Upgrades	DSI	\$ -	\$ -	\$ -	\$ 974,000.00	\$ -	\$ 974,000.00	\$ 974,000.00	\$ -	\$ 974,000.00
Animal Control at AHS - HVAC Energy Efficiency Upgrades part One	DSI	\$ 1,612,136.00	\$ -	\$ 1,612,136.00	\$ 638,136.00	\$ -	\$ 638,136.00	\$ 638,136.00	\$ -	\$ 638,136.00
Fire Station 14 AC Replacement	Fire	\$ 63,066.00	\$ -	\$ 63,066.00	\$ 63,066.00	\$ -	\$ 63,066.00	\$ 63,066.00	\$ -	\$ 63,066.00
Fire Station 14 Apron	Fire	\$ 121,875.00	\$ -	\$ 121,875.00	\$ 121,875.00	\$ -	\$ 121,875.00	\$ 121,875.00	\$ -	\$ 121,875.00
Fire Station 17 Parking Lot	Fire	\$ 35,062.00	\$ -	\$ 35,062.00	\$ 35,062.00	\$ -	\$ 35,062.00	\$ 35,062.00	\$ -	\$ 35,062.00
Fire Station 19 Security Gate & Fence	Fire	\$ 25,150.00	\$ -	\$ 25,150.00	\$ 25,150.00	\$ -	\$ 25,150.00	\$ 25,150.00	\$ -	\$ 25,150.00
Fire Station 22 Parking Lot Additional Expenses	Fire	\$ 160,000.00	\$ -	\$ 160,000.00	\$ 160,000.00	\$ -	\$ 160,000.00	\$ 160,000.00	\$ -	\$ 160,000.00
Fire Station 23 Garage Doors	Fire	\$ 92,400.00	\$ -	\$ 92,400.00	\$ 92,400.00	\$ -	\$ 92,400.00	\$ 92,400.00	\$ -	\$ 92,400.00
Fire Station 23 HVAC System	Fire	\$ 56,276.00	\$ -	\$ 56,276.00	\$ 56,276.00	\$ -	\$ 56,276.00	\$ 56,276.00	\$ -	\$ 56,276.00
Fire Station 24 AC Replacement	Fire	\$ -	\$ 108,731.00	\$ 108,731.00	\$ -	\$ 108,731.00	\$ 108,731.00	\$ -	\$ 108,731.00	\$ 108,731.00
Fire Station 4 AC Replacement	Fire	\$ 108,731.00	\$ -	\$ 108,731.00	\$ 108,731.00	\$ -	\$ 108,731.00	\$ 108,731.00	\$ -	\$ 108,731.00
Fire Station 4 Parking Lot	Fire	\$ 41,028.00	\$ -	\$ 41,028.00	\$ 41,028.00	\$ -	\$ 41,028.00	\$ 41,028.00	\$ -	\$ 41,028.00
Fire Station 6 AC Replacement	Fire	\$ 36,069.00	\$ -	\$ 36,069.00	\$ 36,069.00	\$ -	\$ 36,069.00	\$ 36,069.00	\$ -	\$ 36,069.00
Fire Station 8 Kitchen Cabinets/Counter Top	Fire	\$ 49,400.00	\$ -	\$ 49,400.00	\$ 49,400.00	\$ -	\$ 49,400.00	\$ 49,400.00	\$ -	\$ 49,400.00
Public Safety Garage Boiler & Building Automation System	Fire	\$ 427,174.00	\$ -	\$ 427,174.00	\$ 427,174.00	\$ -	\$ 427,174.00	\$ 427,174.00	\$ -	\$ 427,174.00
Security Cameras for all Fire Stations	Fire	\$ 108,281.00	\$ -	\$ 108,281.00	\$ 108,281.00	\$ -	\$ 108,281.00	\$ 108,281.00	\$ -	\$ 108,281.00
Station 51 Remodel	Fire	\$ 1,982,858.00	\$ -	\$ 1,982,858.00	\$ 1,982,858.00	\$ -	\$ 1,982,858.00	\$ 1,982,858.00	\$ -	\$ 1,982,858.00
Training Classroom Technology Upgrade	Fire	\$ 55,000.00	\$ -	\$ 55,000.00	\$ 55,000.00	\$ -	\$ 55,000.00	\$ 55,000.00	\$ -	\$ 55,000.00
Training Concrete Pad Replacement	Fire	\$ 41,249.00	\$ -	\$ 41,249.00	\$ 41,249.00	\$ -	\$ 41,249.00	\$ 41,249.00	\$ -	\$ 41,249.00
Training Electrical Upgrade	Fire	\$ 90,000.00	\$ -	\$ 90,000.00	\$ 90,000.00	\$ -	\$ 90,000.00	\$ 90,000.00	\$ -	\$ 90,000.00
Training Equity & Inclusion Updates	Fire	\$ 1,217,753.00	\$ -	\$ 1,217,753.00	\$ 1,217,753.00	\$ -	\$ 1,217,753.00	\$ 1,217,753.00	\$ -	\$ 1,217,753.00
GLCL Courtyard Sidewalks	Library	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00
Rondo Garage Doors Replacement	Library	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00
Saint Anthony Park Library Accessibility Improvements	Library	\$ -	\$ -	\$ -	\$ 168,659.00	\$ -	\$ 168,659.00	\$ 168,659.00	\$ -	\$ 168,659.00
Sun Ray Concrete at Main Entrance	Library	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00
Saint Anthony Park Library Accessibility Improvements 2	Library	\$ -	\$ -	\$ -	\$ 970,538.00	\$ -	\$ 970,538.00	\$ 970,538.00	\$ -	\$ 970,538.00
Saint Anthony Park Library Accessibility Improvements 2	Library	\$ 1,139,197.00	\$ 360,803.00	\$ 1,500,000.00		\$ 360,803.00	\$ 360,803.00		\$ 360,803.00	\$ 360,803.00
Boiler Replacement 889 Dale St	OFS-Fleet Services	\$ 29,500.00	\$ -	\$ 29,500.00	\$ 29,500.00	\$ -	\$ 29,500.00	\$ 29,500.00	\$ -	\$ 29,500.00
High Voltage Feeder Electrical Repairs	OFS-Fleet Services	\$ 120,000.00	\$ -	\$ 120,000.00	\$ 120,000.00	\$ -	\$ 120,000.00	\$ 120,000.00	\$ -	\$ 120,000.00
In-Ground Vehicle Hoist Remediation	OFS-Fleet Services	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00
Shop Floor Coating Replacement	OFS-Fleet Services	\$ 205,000.00	\$ -	\$ 205,000.00	\$ 205,000.00	\$ -	\$ 205,000.00	\$ 205,000.00	\$ -	\$ 205,000.00
Citywide Playground/Tot lot repairs	Parks and Recreation	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 200,000.00
Como Central Service Facility - Forestry roof	Parks and Recreation	\$ 444,055.00	\$ -	\$ 444,055.00	\$ 444,055.00	\$ -	\$ 444,055.00	\$ 444,055.00	\$ -	\$ 444,055.00
Como Park Street Car - Roofing and Ceiling finishes	Parks and Recreation	\$ 192,507.00	\$ -	\$ 192,507.00	\$ 192,507.00	\$ -	\$ 192,507.00	\$ 192,507.00	\$ -	\$ 192,507.00
Como Park Zoo and Conservatory - Conservatory - Fire/Burglary system	Parks and Recreation	\$ 800,000.00	\$ -	\$ 800,000.00	\$ 800,000.00	\$ -	\$ 800,000.00	\$ 800,000.00	\$ -	\$ 800,000.00
Mount Airey Boys and girls club (Valley Recreation Center) - Site projects	Parks and Recreation	\$ 1,048,286.00	\$ -	\$ 1,048,286.00	\$ 1,048,286.00	\$ -	\$ 1,048,286.00	\$ 1,048,286.00	\$ -	\$ 1,048,286.00
West Minnehaha Recreation Center - Exterior Walls	Parks and Recreation	\$ 360,641.00	\$ -	\$ 360,641.00	\$ 360,641.00	\$ -	\$ 360,641.00	\$ 360,641.00	\$ -	\$ 360,641.00
West Minnehaha Recreation Center - Roofing	Parks and Recreation	\$ 559,750.00	\$ -	\$ 559,750.00	\$ 559,750.00	\$ -	\$ 559,750.00	\$ 559,750.00	\$ -	\$ 559,750.00
Police Outdoor Range Facility Remodel- 3 Phases	Police	\$ 1,477,771.00	\$ -	\$ 1,477,771.00	\$ 295,555.00	\$ -	\$ 295,555.00	\$ 1,477,771.00	\$ -	\$ 1,477,771.00
SPPD Impound Lot Public Service Building	Police	\$ 1,025,475.00	\$ -	\$ 1,025,475.00	\$ 1,025,475.00	\$ -	\$ 1,025,475.00	\$ 1,025,475.00	\$ -	\$ 1,025,475.00
SPPD K-9 Facility Driveway Maintenance Project	Police	\$ -	\$ 350,215.00	\$ 350,215.00	\$ -	\$ 350,215.00	\$ 350,215.00	\$ -	\$ 350,215.00	\$ 350,215.00
Public Art	Public Art	\$ -	\$ -	\$ -	\$ 120,000.00	\$ -	\$ 120,000.00	\$ 120,000.00	\$ -	\$ 120,000.00
Public Art	Public Art	\$ -	\$ -	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -	\$ 7,500.00
Public Art	Public Art	\$ 127,500.00	\$ 7,500.00	\$ 135,000.00		\$ 7,500.00	\$ 7,500.00		\$ 7,500.00	\$ 7,500.00
Public Works Sewer Maintenance Roof Replacement	Public Works	\$ 456,275.00	\$ -	\$ 456,275.00	\$ 456,275.00	\$ -	\$ 456,275.00	\$ 456,275.00	\$ -	\$ 456,275.00
PW Dale Street Site Roof Repairs	Public Works	\$ 855,000.00	\$ -	\$ 855,000.00	\$ 855,000.00	\$ -	\$ 855,000.00	\$ 855,000.00	\$ -	\$ 855,000.00
PW Dale Street Yard Mill and Overlay Phase 2	Public Works	\$ 250,800.00	\$ -	\$ 250,800.00	\$ 250,800.00	\$ -	\$ 250,800.00	\$ 250,800.00	\$ -	\$ 250,800.00
PW Facilities 310 Victoria Street	Public Works	\$ -	\$ 500,500.00	\$ 500,500.00	\$ -	\$ 500,500.00	\$ 500,500.00	\$ -	\$ 500,500.00	\$ 500,500.00
PW Street Maintenance Lunchroom Windows	Public Works	\$ 16,800.00	\$ -	\$ 16,800.00	\$ 16,800.00	\$ -	\$ 16,800.00	\$ 16,800.00	\$ -	\$ 16,800.00
Traffic Operations Storage Yard Paving	Public Works	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 200,000.00
<b>Total</b>		<b>\$ 18,980,343.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 20,480,343.00</b>	<b>\$ 18,980,343.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 20,480,343.00</b>	<b>\$ 18,980,343.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 20,480,343.00</b>

# 2024 Capital Improvement Budget Process 2024 - 2025 Community Projects

Dates in this timeline are tentative and subject to change



**SAINT PAUL  
MINNESOTA**

Task/Event	Tentative Timeframe
<b>TBD Additional Opportunities</b>	
CPTED workshop- Recorded Session Community safety walks	Tentative- Online and Recorded Session Following Application Close
<b>Project Application and Review Prep</b>	
<b>CIB Monthly Meeting: 5 pm at Rondo Community Library</b>	<b>Monday, February 12, 2024</b>
Applications open	Friday, March 1, 2024
<b>CIB Monthly Meeting: 5 pm at Rondo Community Library - CPTED workshop</b>	<b>Monday, March 11, 2024</b>
Applications close 11:59 pm	Sunday, March 24, 2024
Initial Eligibility Review Complete	Wednesday, April 3, 2024
<b>CIB Monthly Meeting: 5 pm at Rondo Community Library</b>	<b>Monday, April 8, 2024</b>
<b>Project review and scoring</b>	
Applications to district councils for review and scoring	Tuesday, April 9, 2024
Online polling opens	Tuesday, April 9, 2024
Scores due from district councils	Tuesday, April 23, 2024
Department costing complete	Tuesday, April 23, 2024
Applications to CIB Committee for review and scoring	Friday, April 26, 2024
Online polling closes	Monday, April 29, 2024
Poll results to CIB Committee for review	Monday, May 6, 2024
<b>CIB Monthly Meeting: 5 pm at Rondo Community Library - Community presentations</b>	<b>Monday, May 13, 2024</b>
Scores due from CIB Committee	Wednesday, June 5, 2024
<b>CIB Committee Recommendation Development</b>	
<b>Additional CIB Meeting:</b> Initial CIB ranking session	Monday, June 3, 2024
Preliminary recommendation published on CIB website	Tuesday, June 4, 2024
<b>CIB Monthly Meeting: Public Hearing, 5pm</b> Community Room A, Arlington Hills Community Center, 1200 Payne Ave Saint Paul, MN 55130.	<b>Monday, June 10, 2024</b>
<b>Additional CIB Meeting:</b> Finalize recommendations	Monday, June 17, 2024
<b>TENTATIVE Additional CIB Meeting:</b> Finalize recommendations (if necessary)	Monday, June 24, 2024
<b>CIB Committee recommendations for CIB and CDBG allocations delivered to Mayor</b>	<b>Sunday, June 30, 2024</b>