



City of Saint Paul
Mayor Christopher B. Coleman

*700 City Hall
15 West Kellogg Boulevard
Saint Paul, Minnesota 55102-1658*

*Telephone: (651) 266-8800
Facsimile: (651) 266-8541*

CIB Budget Process Description

The CIB budget is prepared on a biannual basis. Projects are eligible if they finance the acquisition, betterment, physical development, redevelopment and other improvement of City-owned land and buildings, and have a useful life of at least ten years.

The process of developing the 2016 and 2017 capital budgets begins in early 2015. The Office of Financial Services invites City departments, district councils, and neighborhood organizations to submit project proposals, which must be received by January 16, 2015. District Councils appoint citizens to task forces organized by type of project: Community Facilities, Streets and Utilities, and Residential and Economic Development.

Citizen task forces have an orientation to the process in late February and then begin hearing presentations on all proposed projects starting in early March. Task force members score proposals, while City departments rank their proposed projects in priority order and offer comments on all proposed projects. District Councils also prioritize projects that are completely or partially in their district.

Task force scores, City department rankings, and District Council rankings are then transmitted to the CIB Committee. The CIB Committee reviews the input from all groups, considers the available funding, and creates a list of recommended projects.

The CIB Committee transmits their final recommendations to the Mayor, who reviews the recommendations and introduces the proposed Capital Improvement Budget in mid-August at the same time as the Operating Budget. The City Council considers the proposed Capital Improvement Budget and adopts the final version in mid-December.

City Department Contacts

Office of Financial Services

(for questions on overall CIB process,
proposals, deadlines, presentations, etc.)

Daley Lehmann

Daley.lehmann@ci.stpaul.mn.us

651-266-8825

John McCarthy

John.Mccarthy@ci.stpaul.mn.us

651-266-8554

Parks and Recreation

Jody Martinez

651-266-6424

jody.martinez@ci.stpaul.mn.us

Public Works

Paul Kurtz

651-266-6203

paul.kurtz@ci.stpaul.mn.us

Planning and Economic Development

Ron Ross

651-266-6692

ron.ross@ci.stpaul.mn.us

Bob Hammer

651-266-6693

bob.hammer@ci.stpaul.mn.us

Public Art Ordinance

Regina Flanagan

651-266-9159

regina.flanagan@ci.stpaul.mn.us