



**SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET  
COMMITTEE MEETING**

**Monday, March 8, 2021 at 3:30pm**  
**Meeting held remotely**

The chair has determined, due to the emergency declared by the Governor of Minnesota and the Mayor regarding the COVID-19 health pandemic, that it is not practical nor prudent for the Capital Improvement Budget (CIB) Committee to meet in-person or pursuant to Minnesota Statutes, Section 13D.02. In light of the COVID-19 health pandemic, it is not feasible for any member of CIB Committee to be present at the regular location, and all members of the CIB Committee will attend this meeting by electronic means. It is also not feasible for members of the public to attend the meeting at its regular location due to the health pandemic and emergency. Accordingly, no meeting will be held in the 4th Floor Conference Room of the George Latimer Central Library at 90 West 4th Street in the City of Saint Paul. Members of the public may monitor this meeting via Microsoft Teams. Public comment and materials can be submitted to [madeline.mitchell@ci.stpaul.mn.us](mailto:madeline.mitchell@ci.stpaul.mn.us). Any comments and materials submitted by 3:30pm of the meeting day will be provided to the CIB Committee for their review.

**Meeting Minutes:**

<b>Attendance</b>	
Members present:	Amy Huerta, Devin Driscoll, Jack Fei, Darren Tobolt, Raymond Hess, Patrick McQuillan, Elsa Vega Perez
Members excused:	Mary Morse Marti
Members absent:	
Visitors and City staff present:	Madeline Mitchell Alice Messer Anne Weber Mike Solomon Jane McClure



1. **Call to order** – The meeting was called to order by at 3:34 p.m. by Chair Tobolt.
2. **Approval of February agenda and December meeting minutes** – Hess moved to approve the agenda for the March 8, 2021 meeting. Driscoll seconded. Hess moved to approve the minutes from the February 8, 2020 meeting. Driscoll seconded. The agenda and minutes were approved.
3. **Action Items**

### **Parks**

RES PH 21-43: Approval to accept Federal Recreational Trail Grant Program funds through the Minnesota Department of Natural Resources, enter into a grant agreement detailing conditions of the grant which includes an indemnification clause, and to amend the finance and spending plan in the Department of Parks and Recreation in the amount of \$150,000 to reflect said grant funds for the Robert Piram Regional Trail project.

- Driscoll moved to approve the resolution. Hess seconded.
- Alice Messer presented the resolution to the committee, explaining RES PH 21-43 accepts grant funds for the Robert Piram Trail. The funding would support the construction of four trailhead areas.
- The motion passed unanimously, and the resolution was approved.

RES PH 21-44: Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$73,150 to reflect funds received from the Lower Phalen Creek Project for staff design services for the Wakan Tipi project.

- Vega Perez moved to approve the resolution. Hess seconded.
- Alice Messer presented the resolution which accepts funds from Lower Phalen Creek Project to support design time.
- Tobolt asked how this project relates to Indian Mounds Regional Park. Messer said the parks are connected by Commercial Street, but not the bluff at this point. There is a significant cultural connection for the Dakota but are separate sites for this purpose.
- The motion passed unanimously, and the resolution was approved.

RES PH 21-45: Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$56,450 for funds received from the St. Paul Parks Conservancy for the Swede Hollow Signage project.

- Huerta moved to approve the resolution. Vega Perez seconded.
- Alice Messer presented the resolution, noting RES PH 21-45 accepts funding to implement signage that talks about the cultural connections of Swede Hollow. Tobolt asked if this was existing signage. Messer noted it is new.
- The motion passed unanimously, and the resolution was approved.

RES PH 21-50: Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$8,482.59 for funds received from the St. Paul & Minnesota Foundation for the upkeep and environment maintenance of Swede Hollow Park.

- Driscoll moved to approve the resolution. Hess seconded.
- Alice Messer explained the resolution is accepting funds for plant communities, upkeep, and maintenance of Swede Hollow Park.



- Driscoll asked if it was standard maintenance or designated for a specific purpose. Messer assumes it is to plant communities, maybe maintenance where water flows over the trail.
- The motion passed unanimously, and the resolution was approved.

### **Public Works**

RES PH 21-20: Amending the financing and spending plans in the Department of Public Works Capital Budget to transfer funding from the 2021 Wabasha Project, the 2017 Como Project and 2020 Municipal State Aid (MSA) Contingency into multiple Public Works projects.

- Driscoll moved to approve the resolution. Huerta seconded.
- Anne Weber presented the resolution is to set up design funding for the first phase of the Capital City Bikeway by transferring money from the 2021 Wabasha Project, 2020 MSA Contingency, and the 2017 Como Project. Public Works is also setting up for Minnesota and Wabasha Street projects in 2021.
- Fei asked what happens to the projects from where the funding is moved and how the funding became available. Weber answered that the 2021 Wabasha project has funding in both 2021 and 2022, but the project was delayed until 2022, creating an excess of \$500,000 over the project estimate, which is the amount being moved. The 2020 MSA Contingency is set aside each year to fill in where needed. It will be used for design on the Capital City Bikeway project. The Como project bids came in favorably and had additional sewer and water funding that made a larger amount of excess MSA available. With this transfer, that excess will be removed so the project can be closed out.
- The motion passed and the resolution was approved.

RES PH 21-35: Amending the financing and spending plans in the Department of Public Works Capital and Operating Budgets for the 2021 Downtown Pavement Project.

- Hess moved to approve the resolution. Vega Perez seconded.
- Anne Weber explained that this resolution is intended to consolidate multiple funding sources into one project. There is MSA funding for the Downtown Pavement Project in the Street Maintenance Fund, Street Reconstruction Bond funding in the Saint Paul Streets program, Capital Improvement Bonds funding, and assessment funding. This resolution moves these funding sources into one place. Weber also provided details about locations.
- Vega asked where the assessment funding comes in. Weber explained the assessments are related to the mill and overlay portion of the project. There are several different assessment pieces that go along with the project. They are estimated up front and finalized later.
- Hess asked if this consolidation had been planned. Weber confirmed.
- The motion passed unanimously, and the resolution was approved.

RES PH 21-40: Amending the financing and spending plans in the Department of Public Works Capital Budget to add Ramsey County funding and transfer funding from 2021 Municipal State Aid Contingency to the 2020 Randolph Sidewalk Project.

- Fei moved to approve the resolution. Hess seconded.
- Anne Weber explained that Public Works will be partnering with Ramsey County on two sidewalk projects: McKnight from Mailand to Londin Lane and Randolph from Toronto to Shepard. This resolution adds \$200,000 of funding from Ramsey County and a matching \$200,000 of City funding from 2021 MSA Contingency.



- Huerta asked what will be left in MSA contingency after this resolution. Weber answered that there will be \$100,000 remaining.
- The motion passed unanimously, and the resolution was approved.

### **Office of Financial Services**

RES PH 21-51: Approving an amendment to the spending and financing budget for the Ford Site Redevelopment Capital project and Hidden Falls Connection project to reflect receipt of the State of Minnesota Point Source Implement Grant (PSIG) for the Ford Site Central Stormwater Utility and related facilities as well as updated cost estimates and related sources on the Mississippi River Boulevard crossing project, also commonly referred to as the Hidden Falls Connection project.

- Driscoll moved to approve the resolution. Vega Perez seconded.
- Mike Solomon presented the resolution explaining it is a collaborative effort between a lot of different departments, mainly Public Works and Parks. It is a \$7.7M amendment. For context, the Ford public-private partnership is more than \$90 million in total. The City received a \$7M grant from the State of Minnesota, which is the maximum allowable grant and will be used for stormwater facilities on site, specifically the main stormwater piece in the middle of the site. This grant will offset the City's tax increment contributions to the infrastructure on the site.
- Solomon noted that this resolution establishes new budget to connect the stormwater utility to Hidden Falls park. The 2020 budget was amended before design and engineering was complete. Upon additional work, it was found that \$675k was needed to fully fund project as planned. This resolution uses \$500k of freed up TIF and \$175k of Sewer funding to cover this need.
- Hess asked if this would connect the site all the way down to the falls. Solomon said that, as of now, it connects to the park but connection to the trails is part of the longer-term plan.
- Tobolt noted his excitement at seeing this project come together and thanked Solomon and the departments for coming together and being creative to create a new beautiful community.
- Huerta noted this is just for phase one. Huerta asked if this was adding an additional cost. Solomon explained that we finance our TIF obligations through GO bonds. This would reduce our future need.
- The motion passed unanimously, and the resolution was approved.

#### **4. 2021 CIB Process** – Selection of Capital Planning Team representatives, review 2021 timeline

- Madeline Mitchell reviewed the 2021 CIB process timeline.
- Tobolt noted that Driscoll, Fei, and Vega Perez are interested in serving on the Capital Planning Team. Hess noted how worthwhile this process has been in the past.
- Tobolt noted that when we have done this in the past, there were availability problems and suggested naming an alternate to the team to ensure there are two members present at each meeting. Tobolt expressed preference for having Vega Perez on the committee.
- Driscoll asked whether Tobolt would be serving on the team. Tobolt said he would not be.
- Hess asked whether alternates could attend the meeting. Mitchell will confirm.
- Driscoll noted he has made the necessary arrangements to be available but also recognizes the value of an alternate.
- Fei noted he is interested in playing an active role but will step back if needed.
- Tobolt confirmed that Jack Fei, Devin Driscoll, and Elsa Vega Perez are all interested in serving and asked committee members to submit two names to Madeline Mitchell by email by Friday, March 12th.



## 5. Other Business

- Mitchell reminded the committee that she will be resending the Microsoft Teams invitations to enable the chat function.
- Mitchell also told the committee that there is a new City initiative to involve youth in boards and commissions. There will be more details in the future, but we are hoping to have two Right Track interns serving on the CIB Committee by the end of the year. The committee expressed support and excitement for this.
- Huerta and other members expressed concern about the number of open seats on the committee.
- Fei noted that one of the lists of members is incorrect.
- Driscoll noted that boards and commissions across the City are under-appointed, recognizing it has been a difficult year. Huerta said the issue dates back longer than a year.
- Tobolt agreed that this problem is not new and has been a challenge for a long time. Tobolt will bring it up to the Mayor's Office.
- Driscoll commended the hard work of the City staff who work directly with the committee, noting they come prepared and are very responsive.

## 6. Adjournment

- There being no further business, the meeting was adjourned by general consent.

### Committee Staff:

Madeline Mitchell

Senior Budget Analyst

651-266-8803

Madeline.mitchell@ci.stpaul.mn.us