

SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE

MEETING MINUTES: MONDAY, MAY 8, 2023

3:30 – 5:30 pm | Rondo Community Library

- I. **Call to Order:** The meeting was called to order by Chair Tobolt at 3:38 pm. Quorum was not met, and the group tabled all action items and proceeded to hear CIB Annual Program Presentations until quorum could be met.
- II. **New Business**
 - a) **CIB Annual Program Presentations**
 - i) **Public Works,** Anne Weber presented on the Public Works Annual Projects funded by CIB Bonds.
 - ii) **Parks,** Alice Messer and Randy Graff presented on the Parks Department 5-year plan, and Annual Projects funded by CIB Bonds.
- III. **Roll Call and Establish Quorum:** Quorum was established at 3:45 pm.
 - a) **Committee Members Present Included:** Abshir Ali, Jack Fei, Raymond Hess, Baret Steenrod, Chair Darren Tobolt, Vice Chair Elsa Vega Perez, and Audel Shohkohzadeh.
 - b) **Committee Members Excused:** Natasha Jones, Jon Kelly, Pat McQuillan, Lauren Dees-Erickson and Pang Yang.
 - c) **Committee Members Absent:** Abdi Ahmed, and Ryan Vue,
 - d) **City Staff and Visitors Present:** Nichelle Bottko Woods, Bruce Engelbrekt and Kelly Wilcox, Office of Financial Services, Noel Nix, Office of the Mayor, Alice Messer, Parks and Recreation, Anne Weber, Public Works.
- IV. **Approval of Meeting Agenda,** Vega Perez moved, and Steenrod seconded to approve the agenda, motion passed.
- V. **Approval of the Minutes:** Vega Perez moved, and Steenrod seconded to approve the minutes, motion passed.
- VI. **Unfinished Business**
 - a) **Citywide Long Term Capital Maintenance Program, Deferred Maintenance:** Bruce Engelbrekt and Kelly Wilcox, OFS and Noel Nix, Office of the Mayor presented the updated information about these projects. The source of funding is the CIB Bonds. Bruce presented on the updates related to committee feedback. Projects located outside of the City, and parks departments were updated to reflect cost increase. In addition, two scenarios of funding were recommended to the committee for phase one funding. They described the difference between the options and described changes to the Animal Control Building changes on the spread sheet.
 - i) Hess Moved to recommend approval of Option A, Ali seconded. Following further discussion,
 - ii) Steenrod moved to amend the motion to say “Harriet Island Public dock not to exceed 160,000”. Amendment and Motion passed, with Audel Shohkohzadeh voting in the negative.
 - iii) The committee also discussed concerns around project criteria for the phase 2 process, such as the need for multiple benefits from each project, as an example, parking lot repair could also address concerns with storm water.
 - b) **Parks Budget Amendments (10 min),** Alice Messer, Parks and Recreation

- i) **RES PH 23-104: Hamline Ave Trail STAR Grant Bud Amd \$100,200:** Shohkohzadeh moved, and Steenrod seconded to recommend approval, Alice Messer presented on amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$100,200 for the Hamline Avenue Trail project. Motion passed
- ii) **RES PH 23-112: China Friendship Garden Bud Amd \$15K:** Vega Perez moved, and Steenrod seconded to recommend approval. Alice Messer presented on Accepting Minnesota China Friendship Garden Society funds for the Saint Paul Changsha China Friendship Garden project, and, amending the financing and spending budget for the Department of Parks and Recreation in the amount of \$15,000 for the project. Motion Passed.
- iii) **RES PH 23-113: Swede Hollow Creek LPCP Donation Bud Amd \$5K:** Hess moved and Shohkohzadeh seconded to recommend approval of the resolution, Alice Messer presented on amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$5,000 for funds received from the Lower Phalen Creek Project (LPCP) for staff time for participating in the Swede Hollow Creek Enhancement Feasibility Study. Motion passed.
- iv) **Public Works Budget Amendment RES PH 23-103 2018 Project Closeouts** Anne Weber: Shohkohzadeh moved to recommend approval of the resolution, Vega Perez seconded. Anne Weber presented on Amending the financing and spending plans in the Department of Public Works Capital Budget to close out 2018 projects. Motion Passed.

VII. NEW BUSINESS (90 min)

- b) **Set Additional Meeting Schedule 5/22/23 and 6/26/23:** Chair Tobolt explained that the tentative meetings will be held to discuss CDBG funding recommendations and letter to the mayor.

VIII. Announcements

- a) CIB Meeting and Public Hearing: Monday, June 12, 5 pm – 7 pm

IX. Adjournment The meeting was adjourned at 5:15

Minutes Prepared by: Nichelle Bottko Woods, Senior Budget Analyst, City of Saint Paul