

# SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE AGENDA

Monday, Monday, April 14, 2025, 5:00 – 7:00 pm | Rondo Community Library

- I. **Call to Order and Roll Call** **Chair Dees-Erickson** **2 min**
- II. **Approval of Meeting Agenda** **Chair Dees-Erickson** **2 min**
- III. **Approval of Meeting Minutes: [March 10](#)**
- IV. **Budget Amendments**
  - a. **Public Works** **Anne Weber** **15 min**
    - i. **[RES PH 25-65:](#)** *Transferring \$500,000 Ramsey County funding from the 2025 Lighting Improvement Program to the 2025 Ramsey County Traffic Signal Program, Transferring \$150,000 HRA funding for Next Best Bike Safety Improvements from the Street Maintenance Mill & Overlay budget to the 2025 Bike Improvement Program.*
    - ii. **[RES PH 25-66:](#)** *Transferring \$300,000 MSA funding from 2023 and 2025 MSA Contingency into the Payne Avenue Pedestrian Improvement Project. RES PH 25-45 Randolph Bridge*
  - b. **Libraries [RES PH 25-70 Transforming Libraries](#)** **Josh Schaefer** **10 min**  
*Amending the financing and spending plans in the Library Capital Budget for the Transforming Libraries Project.*
- V. **[CDBG Application](#) and Process Overview** **Shannon Forney** **30 min**
  - a. **May 2:** CDBG Committee Scoring Deadline – [Shannon.Forney@ci.stpaul.mn.us](mailto:Shannon.Forney@ci.stpaul.mn.us)
- VI. **Department Process Application Update** **Nichelle Bottko Woods** **30 min**
  - a. **May 2:** CIB Committee Scoring Deadline – [Nichelle.Bottko.Woods@ci.stpaul.mn.us](mailto:Nichelle.Bottko.Woods@ci.stpaul.mn.us)
- VII. **Announcements**
  - a. **Scoring Deadline May 2**
    - i. CDBG– [Shannon.Forney@ci.stpaul.mn.us](mailto:Shannon.Forney@ci.stpaul.mn.us)
    - ii. CIB [Department-Nichelle.Bottko.Woods@ci.stpaul.mn.us](mailto:Department-Nichelle.Bottko.Woods@ci.stpaul.mn.us)
  - b. **Upcoming Meetings at Rondo Community Library**
    - i. April 21 and 28: CDBG Project Presentations
    - ii. May 12<sup>th</sup>: CPT Presentation and CDBG deliberation
    - iii. May 19<sup>th</sup>: Tentative Additional Process Meeting
    - iv. June 9: Public Hearing
- VIII. **Adjournment**

# SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MINUTES

Monday, Monday, March 10, 2025, 5:00 – 7:00 pm | Rondo Community Library

- I. Call to Order at 5:04 pm by Chair Dees Erickson  
Roll Call
  - a. Members in attendance: Makayla Cox, Lauren Dees Erickson, Raymond Hess, Demetrius Shaw, Darren Tobolt, Carl Johnson, Liam O' Brien, Nardos Ashenafi, Pang Yang, Brian Jackson, April Eh
  - b. Members excused: Jes Braun, Tim Marino
  - c. Members absent: Pat McQuillan
  - d. City Staff and Community Members in Attendance: Nichelle Bottko Woods, Shannon Forney - Office of Financial Services; Anne Weber- Public Works; Alice Messer- Parks and Recreation; Beth Ulrich and Jessica Deegan – Planning & Economic Development Department
- II. Approval of Meeting Agenda: O'Brien moved to approve the agenda, Cox seconded, motion passed.
- III. Approval of February 10th Meeting Minutes: O'Brien moved to approve the minutes, Hess seconded, motion passed.
- IV. Budget Amendments
  - a. Alice Messer from Parks and Recreation presented the following budget amendment:
    - i. **Parks RES PH 25-44 Crosby Pk Fishing Pier \$125k:** *Authorizing the Department of Parks and Recreation to amend the financing and spending plan in the amount of \$125,000 and to enter into a grant agreement with the Metropolitan Council to accept fishing pier grant funds, which includes an indemnification clause.*  
Discussion followed. Medium level of usage, due to poor condition. This amount likely covers the full replacement cost, if not there are available Legacy funds for additional expense. Hess moved and Ashenafi seconded to recommend approval of the motion. Motion passed.
  - b. Anne Weber from Public Works presented the following budget amendment
    - i. **Public Works RES PH 25-45 Randolph Bridge \$2,550,000:** *Amending the financing and spending plans in the Department of Public Works Capital Budget for the Randolph Bridge Project.* Weber explained a complicated project history where the project was agreed to in 2021, but not fully funded and was therefore cancelled. Now there is bond funding is in alignment and the project is moving again. Tobolt moved and Cox seconded to recommend approval of the motion. Motion passed.
  - c. Jessica Deegan and Beth Ulrich from the Planning and Economic Development (PED) Department presented an overview of the CDBG funding program and application:

- CDBG Federal HUD (Housing and Urban Development) funding since 1974
- \$4M available to the City of Saint Paul – both departments and community groups, nonprofits, etc. can apply
- Projects must meet PED Consolidated Plan Goals and National Objectives
- The City must not have more than 1 ½ times their previous allocation as an unspent balance by April 1 annually.
- Each project/program must achieve National Objective outcomes within 1 year of drawing funds.
- HUD requires that a risk analysis be part of the subgrant selection process, including but not limited to:
  - Amount of funds requested (can they be spent in one year)
  - Capacity of organization
  - Feasibility of project/program
  - Past performance of the organization

V. Announcements

- a. Next Meeting: Monday, April 14 at Rondo Community Library
- b. April 21 and 28<sup>th</sup> at Rondo Community Library: CDBG Project Presentations

VI. Meeting Adjourned at 6:05pm



# City of Saint Paul

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

## Legislation Text

---

**File #: RES PH 25-65, Version: 1**

---

Amending the financing and spending plans in the Department of Public Works Operating and Capital Budgets for the 2025 Lighting Improvement Program and the 2025 Bike Improvement Program.

WHEREAS, Saint Paul City Council File RES PH 25-22 added \$500,000 of Ramsey County funding to the 2025 Lighting Improvement Program instead of the 2025 Ramsey County Traffic Signals Program; and

WHEREAS, the Department proposes to transfer the County funding from the 2025 Lighting Improvement Program to the 2025 Ramsey County Traffic Signals Program; and

WHEREAS, the 2025 Budget included \$150,000 Housing and Redevelopment Authority (HRA) Parking funding for the Next Best Bike Safety Improvements in the Street Maintenance Mill and Overlay budget; and

WHEREAS, the Department proposes to transfer this HRA funding to the 2025 Bike Improvement Program; 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 \$650,000; 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 \$650,000 is available for transfer of appropriation of funds in the Operating and Capital Improvement Budgets, as heretofore adopted and amended by this Council, be hereby further amended in the Operating and Capital Improvement Budgets in the following particulars:

See Attachment.

**City of Saint Paul Financial Analysis**

File ID Number:	RES PH 25-65
Budget Affected:	Both Operating and CIB Budgets Public Works Multiple Funds
Total Amount of Transaction:	650,000.00
Funding Source:	Transfer of Appropriations
Appropriation already included in budget?	Yes
Charter Citation:	City Charter 10.07.4

**Fiscal Analysis**

Transfer \$150,000 one-time funding from HRA Parking Fund for "Next Best" Bike Safety Improvements that was included in the Mill and Overlay budget to the capital Bike Improvement Program.

Transfer \$500,000 Ramsey County funding from the Lighting Improvement Program to the Ramsey County Signals Program.

**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	23031552	76530	Specialized Equipment	150,000	(150,000)	-
1	23031552		All other spending	10,217,374	-	10,217,374
Total:				10,367,374	(150,000)	10,217,374

**Financing Changes***(Action Accomplished)*

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	23031552	56225	Transfer from Special Revenue	(2,012,600)	150,000	(1,862,600)
1	23031552		All other financing	(8,354,774)	-	(8,354,774)
Total:				(10,367,374)	150,000	(10,217,374)

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

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

**Spending Changes***(Action Accomplished)*

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C252T22000000	64310	Street Lights Repair and Maint. Lighting Imp. Prog.	1,500,000	(500,000)	1,000,000
C-FMSCAP	C252T23000000	76105	Streets County Signals	500,000	500,000	1,000,000
C-FMSCAP	C252T41000000	64305	Street and Sidewalk Repair Bike Improv Prog	172,000	150,000	322,000

**Financing Changes***(Action Accomplished)*

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C252T22000000	43651	Municipal State Aid Construction Lighting Imp. Prog.	(1,000,000)	-	(1,000,000)
C-FMSCAP	C252T22000000	55515	County Share of Cost	(500,000)	500,000	-
Total:				(1,500,000)	500,000	(1,000,000)
C-FMSCAP	C252T23000000	43651	Municipal State Aid Construction County Signals	(500,000)	-	(500,000)
C-FMSCAP	C252T23000000	55515	County Share of Cost	-	(500,000)	(500,000)
Total:				(500,000)	(500,000)	(1,000,000)
C-FMSCAP	C252T41000000	56220	Transfer from General Fund Bike Improv Prog	(172,000)	-	(172,000)
C-FMSCAP	C252T41000000	56225	Transfer from Special Revenue	-	(150,000)	(150,000)
Total:				(172,000)	(150,000)	(322,000)



# City of Saint Paul

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

## Legislation Text

---

**File #:** RES PH 25-66, **Version:** 1

---

Amending the financing and spending plans in the Department of Public Works Capital Budget for the Payne Avenue Pedestrian Improvement Project.

WHEREAS, the Department of Public Works is planning a pedestrian improvement project on Payne Avenue from Phalen Boulevard to Maryland Avenue in 2026; and

WHEREAS, there is a need for funding in 2025 to start the design work on this project; and

WHEREAS, the Department of Public Works proposes to transfer \$184,675 Municipal State Aid funding from 2023 Municipal State Aid Contingency and \$115,325 from 2025 Municipal State Aid Contingency into the Payne Avenue Pedestrian Improvement 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 Budget, as heretofore adopted and amended by this Council, be hereby further amended in the Capital Improvement Budget in the following particulars:

See Attachment.

**City of Saint Paul Financial Analysis**

File ID Number:	RES PH 25-66	
Budget Affected:	CIB Budget Public Works	Capital
Total Amount of Transaction:	300,000.00	
Funding Source:	Transfer of Appropriations	
	Appropriation already included in budget?	Yes
Charter Citation:	City Charter 10.07.4	

**Fiscal Analysis**

Transferring \$184,675 Municipal State Aid funding from 2023 Municipal State Aid Contingency into the Payne Avenue Pedestrian Improvement Project.

Transferring \$115,325 Municipal State Aid funding from 2025 Municipal State Aid Contingency into the Payne Avenue Pedestrian Improvement Project.

**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	XXXXXXXX	XXXXX	(Item description)	-	-	-
1				-	-	-
TOTAL:				-	-	-

**Financing Changes***(Action Accomplished)*

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

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

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

**Spending Changes***(Action Accomplished)*

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C232T36900000	76105	Street	280,763	(184,675)	96,088
C-FMSCAP	C252T20000000	74105	Contingency	300,000	(115,325)	184,675
C-FMSCAP	C252S44720087	64305	Street and Sidewalk Repair	-	300,000	300,000

**Financing Changes***(Action Accomplished)*

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C232T36900000	43651	Muni State Aid Construction	(280,763)	184,675	(96,088)
C-FMSCAP	C252T20000000	43651	Muni State Aid Construction	(300,000)	115,325	(184,675)
C-FMSCAP	C252S44720087	43651	Muni State Aid Construction	-	(300,000)	(300,000)



# City of Saint Paul

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

## Legislation Text

---

**File #: RES PH 25-70, Version: 1**

---

Amending the financing and spending plans in the Library Capital Budget for the Transforming Libraries Project.

WHEREAS, the Saint Paul Public Library (SPPL) is currently underway on its Transforming Libraries project focused on constructing a new Hamline Midway Library and renovating the Hayden Heights and Riverview Libraries; and

WHEREAS, public funds are needed to fully realize the goals of the Transforming Libraries Project; and

WHEREAS, the Office of Financial Services has identified \$500,000 in Capital Improvement Bond interest that is available to transfer into the project to fund this work; and

WHEREAS, the Mayor, pursuant to Section 10.07.1 of the Charter of the City of Saint Paul, does certify that there is available for appropriation funds of \$500,000; now, therefore be it

THEREFORE, BE IT RESOLVED, by the Council of the City of Saint Paul, upon recommendation of the Mayor that \$500,000 is available for appropriation in the City Capital and Operating Budget, that said budget, as heretofore adopted by Council, is hereby further amended by the particulars as specified in the attached financial analysis.

See attachment.

The St. Paul Long-Range Capital Improvement Budget Committee reviewed this request on X and recommended approval.



**City of Saint Paul Financial Analysis**

File ID Number:	RES PH 25-70	
Budget Affected:	CIB Budget	Public Library Agency Capital
Total Amount of Transaction:	1,000,000	
Funding Source:	Other	
Appropriation already included in budget?	No	
Charter Citation:	10.7.1	

**Fiscal Analysis**

Recognizing interest earnings from the 2022, 2023 and 2024 CIB bond interest earnings and transferring \$500,000 of CIB bond interest to the Transforming Libraries Project

**Detail Accounting Codes:**

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

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

**Spending Changes**

Spending Changes

Life to Date Project Budget				CURRENT BUDGET	CHANGES	AMENDED BUDGET
Project Group	Project	Account Category	Description			
C-FMSCAP	602024A	79115	Intra Fund Bond Draw Out	-	105,924	105,924
C-FMSCAP	602023D	79115	Intra Fund Bond Draw Out	-	259,851	259,851
C-FMSCAP	602022A	79115	Intra Fund Transfer Out	-	134,225	134,225
C-FMSCAP	C248T33000000	76201	Buildings and Structures	-	500,000	500,000
TOTAL:				-	1,000,000	1,000,000

**Financing Changes**

Rolling unissued bonding authority to the next year.

Life to Date Project Budget				CURRENT BUDGET	CHANGES	AMENDED BUDGET
Project Group	Project	Account Category	Description			
C-FMSCAP	602024A	54810	Interest Non Pool	-	(105,924)	(105,924)
C-FMSCAP	602023D	54810	Interest Non Pool	(140,000)	(259,851)	(399,851)
C-FMSCAP	602022A	54505	Interest Pool	(34,000)	(134,225)	(168,225)
C-FMSCAP	C248T33000000	56115	Intra Fund Transfer In	-	(500,000)	(500,000)
TOTAL:				(174,000)	(1,000,000)	(1,174,000)

**City of Saint Paul Financial Analysis**

File ID Number:	RES PH 25-70	
Budget Affected:	CIB Budget	Public Library Agency Capital
Total Amount of Transaction:	1,000,000	
Funding Source:	Other	
Appropriation already included in budget?	No	
Charter Citation:	10.7.1	

**Fiscal Analysis**

Recognizing interest earnings from the 2022, 2023 and 2024 CIB bond interest earnings and transferring \$500,000 of CIB bond interest to the Transforming Libraries Project

**Detail Accounting Codes:**

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

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

**Spending Changes**

Spending Changes

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	602024A	79115	Intra Fund Bond Draw Out	-	105,924	105,924
C-FMSCAP	602023D	79115	Intra Fund Bond Draw Out	-	259,851	259,851
C-FMSCAP	602022A	79115	Intra Fund Transfer Out	-	134,225	134,225
C-FMSCAP	C248T33000000	76201	Buildings and Structures	-	500,000	500,000
TOTAL:				-	1,000,000	1,000,000

**Financing Changes**

Rolling unissued bonding authority to the next year.

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	602024A	54810	Interest Non Pool	-	(105,924)	(105,924)
C-FMSCAP	602023D	54810	Interest Non Pool	(140,000)	(259,851)	(399,851)
C-FMSCAP	602022A	54505	Interest Pool	(34,000)	(134,225)	(168,225)
C-FMSCAP	C248T33000000	56115	Intra Fund Transfer In	-	(500,000)	(500,000)
TOTAL:				(174,000)	(1,000,000)	(1,174,000)