



City of Saint Paul
Mayor Melvin Carter

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

Monday, February 10, 2020 at 3:30 p.m.

George Latimer Central Library

MEETING MINUTES

Members Present:	Rebecca Airmet, Larvel Bunker, Joel Clemmer, Raymond Hess, Amy Huerta, Mary Morse Marti, Pat McQuillan, Darren Tobolt, Elsa Vega Perez
Members Excused:	
Members Absent:	Samakab Hussein
Visitors and City Staff Present:	Alice Messer Mike Solomon Noel Nix Jane McClure Madeline Mitchell Patty Lammers



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1. Call to order – The meeting was called to order by Rebecca Airmet at 3:35 p.m.
2. Approval of January agenda and December meeting minutes
Hess moved to approve the agenda for the February 10, 2020 meeting; Tobolt seconded. Airmet noted the absence of her name from the list of members present in the December meeting minutes and requested they be amended. Clemmer moved the minutes be approved as amended. Hess seconded. The December meeting minutes were approved as amended.

3. Action Items

Public Works

RES PH 20-10: Amending the financing and spending plans in the Department of Public Works Capital Budget to close out projects.

- Madeline Mitchell presented the resolution on behalf of Anne Weber. Mitchell explained the resolution was technical in nature and did not provide opportunity for increased or decreased spending, but rather intended to be accounting clean up.
- Bunker moved to approve the resolution. Hess seconded. The resolution was approved.

Parks

RES PH 19-402: Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$200,000 for STAR Grant funds received for field renovation at Conway Recreation Center.

- Alice Messer presented the resolution to the committee, explaining it was to request acceptance of \$200,000 in STAR funds for Conway Rec Center.
- Messer reminded the committee that the Sanneh Foundation presented to CIB a few months ago. The foundation also went to the STAR board to request funds. The resolution is transferring those funds to be used.
- Clemmer moved to approve the resolution. Hess seconded. The resolution was approved.

RES PH 20-6: Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$50,000 for 2019 Round 2 Cultural STAR Grant funds received for the Rice Park Revitalization Lighting project.

- Alice Messer presented the resolution to the committee. Messer explained that Cultural STAR funds were received for the public art portion of Rice Park and will be used for an installation in the fountain by an electrical lighting artist.
- Hess asked if the lighting would be year-round. Messer said she believes so. The lighting can be themed, changed colors, etc.
- Tobolt moved to approve the resolution. Hess seconded. The resolution was approved.

RES PH 20-11: Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$250,000 to reflect Department of Natural Resources (MN DNR) Land and Water Conservation Fund (LWCF) FY 2018 Outdoor Recreation Legacy Partnership Program grant funds received for the Midway Peace Park project.

- Alice Messer presented the resolution to the committee, explaining it was to accept funds from the DNR for Midway Peace Park, new parkland within the system. The Trust for Public Land pursued the grant and the department was notified recently that they were successful and are working to accept and make additions to the park. Construction started last year, paused for winter, and will continue in the spring.
- Hess moved to approve the resolution. Bunker seconded. The resolution was approved.

4. 2020 Capital Project Priority Rating

- Mitchell explained that in order to sell bonds, the committee is required to submit a priority rating of projects. The committee was asked to review a list of projects and rate each of them.
- Mike Solomon mentioned that Ford Site parks improvements are included on the list. These came through the committee as 2019 budget amendment. Solomon provided a brief summary of the project explaining that the main financing tool for the site is TIF, which cannot be used for parks space. To realize city goals for parks space, an allocation of \$5.3M of CIB bonds is required and will be bought before the CIB committee in phases. The amount included in the 2019 amendment is first phase of the project for design and grading work on Parks spaces on the site.
- Tobolt noted that all the projects were in the adopted budget and the rating is a formality.
- Solomon noted that the total amount for the Ford site will be rolling, issued as needed.

5. CPTED Presentation – Patty Lammers

- Patty Lammers from the Saint Paul Police Department presented on Crime Prevention Through Environmental Design (CPTED), the theme for this year's community process. The presentation will be available online.
- Clemmer asked about how to reconcile the unattractive nature of parking lots with the need for parking lots to be visible and open. Lammers suggested that there are ways to make parking lots more appealing while keeping them safe: landscaping, creative lighting, etc.
- Huerta asked if there have been other cities that have set aside dollars for CPTED in a community process. Nix and Mitchell were not aware of any.
- Airmet expressed concern with the 3-week window for submitting ideas. Nix explained that the initial submission would have a very low barrier to entry – just a brief summary of an idea that could take very little time. The City will invite eligible ideas to do a longer submission with more time. Airmet asked about the plan for getting the word out. Nix explained the team has been talking to/meeting with and will send communications out to district councils (including attending a meeting the upcoming Wednesday), each councilmember, boards and commissions, and people who attended public safety workshops. There will also be a press release and many social media posts.
- Huerta asked if there had been conversations with other organizations around matching funds. Nix said it was discussed internally a little. It would be new and different for CIB but could be explored in the future.

6. Capital Maintenance Recommendations

- Madeline Mitchell gave a summary of the capital maintenance process. The committee received 120 proposals for \$9 million. The budgeted amount is \$2.6 million.
- Hess summarized his experience on the committee noting there were more needs identified than funding available
- Tobolt said departments found it helpful to talk amongst themselves and share ideas as well.
- Huerta agreed it was good to have all the departments together, not just to think about the current plan but to talk about the future and longer-range planning.
- Tobolt noted that it was a very good process and participants were very open, not guarding their own interests.
- Clemmer asked about the seven instances of security systems that were ranked urgent but not funded. Tobolt explained that this was a default setting of the asset management system – all security systems are ranked urgent. Huerta noted that the departments spoke to that and explained they had different plans in place. Huerta said the departments were good at explaining what they see as high priority versus what Ameresco might rank as urgent.
- Huerta commended the team for working together well, including bundling things like lighting to realize potential cost savings.
- Hess said the process gave him a better sense of what's going on and gave departments the chance to step back and evaluate their work as part of the larger enterprise.

- Tobolt moved to approve the capital maintenance funding proposal. Morse Marti second. The recommendations were approved.

7. Other Business

- Mitchell noted that there will new members appointed soon. She asked the committee for suggestions of things that would be helpful for onboarding or ongoing training. The committee suggested the following:
 - Refreshers for the whole committee on things that have been funded, City processes, etc.
 - Slides of the presentations that were given to walk committee through new process.
 - A shared place to access presentations and documents given to the committee.
 - Reminder that the committee is an advisory body.
 - A calendar to see the time commitment over the course of a year.
 - A map or list of projects to remind members of the value of this work and provide visibility to projects.
 - One-page summary of departments, capital infrastructure, funding sources, etc.
 - Buddy program for new members.
 - Bring the budget team to CIB to hear about the whole City budget.
- Tobolt suggested the committee have a social meeting soon. Huerta noted she was going to look into a meeting at Heritage Tea House

8. Adjournment

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

Staff:

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