



City of Saint Paul
Mayor Melvin Carter III

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

Monday, July 9, 2018 at 3:30 p.m.

Wilder Center 451 Lexington Parkway, Saint Paul 55104

MEETING MINUTES

| | |
|----------------------------------|--|
| Members Present: | Rebecca Airmet, Larvel Bunker, Amy Huerta, Chai Lee, Mary Morse Marti, Patrick McQuillan, Darren Tobolt, Kurt Zilley |
| Members Excused: | Mohamed Barre, Kellie Charles Connor, Joel Clemmer, Raymond Hess, Samakab Hussein, Paul Raymond, Elizabeth Matakis, Corina Serrano, |
| Members Absent: | |
| Visitors and City Staff Present: | Abdiwahab Ali – OFS Budget Analyst Alice Messer – Parks Department Anne Weber – Public Works Holly Huston – Council Susan Earl - OFS |



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1. Call to order – The meeting was called to order by Chair Huerta, the chair stated that since the June meeting didn't have quorum, the committee would vote on June's actions items after the July agenda and June minutes action items.

2. Approval of Agenda

Ms. Airmet moved to approve the agenda and Mr. Lee seconded. All approved.

3. Approval of June 11, 2018 Meeting Minutes

Ms. Airmet motioned to approve June minutes but asked if there were any amendments.

There was one amendment a typo on RES PH 18-161 – 25 star grand, should be spelled as grant.

Ms. Morse seconded. All approved June minutes.

1. Approval of June actions items

- Ms. Airmet motioned to approve moving all June resolutions under one slate. Ms. Morse then motioned to approve that slate of June resolutions and Ms. Bunker seconded.
- Ms. Morse asked if there were any questions on the resolutions. Mr. Tobolt recused himself from the RES PH 18-157 due to conflict.
- There were no further questions. All approved June action items and none opposed.

4. Action Items

Parks

RES PH 18-190

- Ms. Messer from Parks presented RES PH 18-190 to the CIB Committee. This resolution is to accept 130 thousand to reflect the MN China Garden Friendship Society's contribution for the St. Paul-Changsha China friendship Garden project in Phalen Regional Park.
- Mr. Tobolt motioned to accept resolution, Ms. Airmet seconded. All approved

RES PH 18-193

- Ms. Messer from Parks presented RES PH 18-193 to the CIB Committee. Ms. Messer stated that this resolution is accepting a McNeely Foundation Giving program grant in the amount of 80 thousand for Swede Hollow Park master plan preparation. This resolutions is authorizing to enter into a grant agreement accepting the required conditions of receiving the grant funds. Ms. Messer stated that we would be working with Lower Phalen Creek to understand the goal and intention for this place.
- Chair Huerta asked for clarification on if this fund is to help complete the master design work.
- Mr. Lee asked what engagement the Parks department is doing with surrounding communities. Mr. Tobolt followed up and stated don't just engage Lower Phalen but engage the wider community. Ms. Messer stated that the Parks department would be doing robust community engagement around this master plan.
- Ms. Airmet motioned to accept the resolution, Mr. Zilley seconded. All approved.

RES PH 18-194

- Ms. Messer from Parks presented RES PH 18-194 to the CIB Committee. Ms. Messer gave an overview of this resolution and stated 70 thousand in commercial Vitality Zone (CVZ) funds and at least 5 thousand non-CVZ funds are allocated for the Hamm Park improvements project.
- Mr. Lee asked if there will be an opportunity for a soccer field for the kids. Ms. Messer stated she doesn't know yet.
- Mr. Tobolt motioned to accept the resolution, Ms. Bunker seconded. All approved

Office of Financial Services

RES PH 18-195

- Ms. Earl from the Office of Financial Service department presented this resolution to account for interest earnings and bond premium from a 2012 bond for the Infor project.
- Ms. Marti asked if it's city practice to bond for these types of projects.
- Ms. Earl stated this was a unique project.
- Mr. Zilley motioned to accept the resolution, Ms. Airmet seconded. All approved.

Public Works

RES PH 18-1097

- Ms. Weber from Public Works presented RES PH 18-1097 to the CIB Committee. Ms. Weber stated that there was additional engineering required for additions to the Margaret project. Stated that we are closing out Battle Creek project that has an excess of 900 thousand and proposing moving that to this project, along with moving 300 thousand from MSA contingency.
- Ms. Airmet asked if MSA dollars could only be used on MSA projects. Ms. Weber stated yes, but there are possible exemptions on use of MSA dollars.
- Mr. Tobolt asked if this means the street would be closed. Ms. Weber stated yes.
- Mr. Zilley asked if these changes were planned or not? Ms. Weber stated these additions weren't planned, the utility piece was unexpected as we went through the design stage but the pedestrian improvements were added in.
- Ms. Airmet moved to accept the resolution, Mr. Lee seconded. All approved.

CIB Committee's volunteers for Working Group

In our Monday, July 11th CIB Committee meeting the members who were present volunteered for the following phases (deliverables) of the CIP Process.

Phase 1 - Community Engagement:

- Amy Huerta (Chair)
- Samakab Hussein
- Chai lee (Lead)
- Larvel Bunker

Phase 2 – Scoring Sheet:

- Rebecca Airmet (volunteer)
- Kurt Zilley (volunteer)
- Mary Morse (alternate)
- Patrick McQuillan (alternate)

Phase 4 – 5 year CIP:

- Darren Tobolt (volunteer)
- Paul Raymond (volunteer)
- Kurt Zilley (alternate)
- Samakab Hussein (alternate)
- Rebecca Airmet (alternate)

CIB by Laws

- The CIB Committee tabled the revision of the CIB Bylaws for the August 13th monthly meeting at the Wilder Foundation.

5. Adjournment

Mr. Tobolt moved that the meeting be adjourned and Mr. Zilley seconded. All approved.

Staff:

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