



City of Saint Paul
Mayor Christopher B. Coleman

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

Monday, December 11, 2017 at 3:30 p.m.

Central Library – 4th Floor Conference Room

MEETING MINUTES

Members Present:	Noel Nix (Chair), Rebecca Airmet, Joel Clemmer, Raymond Hess, Amy Huerta, Samakab Hussein, Chai Lee, Mary Morse Marti, Paul Raymond, Darren Tobolt
Members Excused:	Mohamed Barre, Larvel Bunker, Kellie Charles Connor, Elizabeth Matakis, Corina Serrano, Kurt Zilley
Members Absent:	
Visitors and City Staff Present:	Abdiwahab Ali – OFS Budget Analyst Madeline Mitchell – OFS Budget Analyst Catherine Penkert – OFS Innovation Team Marissa Peterson – OFS Budget Analyst Mary deLaittre – Great River Passage Initiative Alice Messer – Parks Kathleen Anglo – Parks Jane McClure - Press



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1. Convene
2. Approval of Agenda,
The agenda was amended to move discussion of RES 17-345 to follow RES 17-334. Ms. Airmet moved to approve the agenda, Mr. Clemmer seconded. The agenda was approved as amended.
3. Approval of November 13, 2017 Meeting Minutes
Mr. Raymond moved to approve the minutes of the November 13, 2017 meeting. Mr. Tobolt seconded. The minutes were approved.
4. Action Items

Parks

RES PH 17-334 - 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 the Rice Park Revitalization project.

- Ms. Alice Messer presented the Parks resolution to the CIB Committee.
- The Chair inquired about matching dollars. Ms. Messer noted they've raised about \$1.2M, \$200k of which is for the endowment fund, leaving \$1M for capital.
- Mr. Raymond asked why the Parks department was asking for \$50k at this point, given additional \$200k to be approved. Ms Messer clarified that the department is working to put the project out for bid and trying to have spending authority for maximum amount. STAR funding is not confirmed and the department is trying to optimize bidding climate (January).
- Mr. Tobolt moved to accept the \$200k in STAR grant funds, seconded by Mr. Raymond, all approved. The resolution was approved.

RES PH 17-345

Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$50,000 to reflect CIB Contingency funds received for the Rice Park Revitalization project.

- Mr. Tobolt moved to discuss RES 17-345, seconded by Mr. Lee.
- Mr. Tobolt inquired about contingency. Ms Messer pointed the committee toward the resolution's attached financial analysis.
- The Chair noted that the committee does not have suitable information on what funds are available. The Chair requested regular reports from Mr. Ali on fund levels to increase transparency and informed decision-making. Mr Tobolt agreed.
- The total cost of the project is \$2 million.
- The Chair moved the resolution to a vote: all members in favor, none opposed. The resolution was approved.

RES PH 17-337

Amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$100,000 for additional funds from the Capitol Region Watershed District for the Trout Brook Lift Station project.

- Ms. Anglo presented the resolution, explaining that the bid for the project was over the initial estimate and that the additional funding had been approved by the Capitol Region Watershed District.
- Mr. Raymond moved to approve the resolution, Mr. Tobolt seconded the motion. The resolution was approved.

RES PH 17-351

Approval to accept funds from St. Paul RiverCentre Convention & Visitors Authority in the amount of \$5,000 and Visit Saint Paul in the amount of \$5,000, for a total of \$10,000, and to amend the financing and spending plan for the Department of Parks and Recreation for the Great River Passage River Balcony project.

- Ms. deLaitre of the Great River Passage Initiative presented the resolution. The funding will be used for design work on the balcony project. This does not complete funding. The organization is working with private sector individuals.
- Ms. Huerta moved to approve the resolution, Ms. Airmet seconds. All members in favor. The resolution as approved.

Capital Maintenance recommendations

- Mr. Ali reported on the progress of the Capital Maintenance process. The Capital Maintenance Committee, which includes three members of the CIB committee (Nix, Hess, Huerta), met on 12/11/17 to choose projects that will receive funding.
- The Chair expressed that it had been good process and the committee had made good recommendations from the \$9M in compelling projects proposed. The committee will formalize and finalize in January.

Ameresco update

- Ms. Peterson from the Office of Financial Services presented an overview of the results of a citywide asset management study.
- City of Saint Paul contracted with Ameresco for comprehensive facility condition index (FCI) assessments of existing buildings
- All phase 2 departments came in around 5.59% for FCI
 - o DSI (Animal Control): 12.06%, Public Works: 9.39%
 - o Citywide FCI is 8.12% when including Parks
 - o Weighted average portfolio age is 44 years
 - o Report notes: assets are in fair condition; portfolio is well maintained compared to similar municipalities; buildings are getting older and requiring increased work; and decentralized building maintenance is unique among municipalities.
 - o No specific recommendations on when to maintain versus replace buildings.
 - o Ms. Morse Marti emphasized importance of centralization, efficiencies, and decision making.

CIB Redesign update

- Mr. Ali reported on the project.
- Following clarifying questions, Mr. Raymond expressed interest in being involved with district council meetings. Ms. Morse Marti suggested expanding creative outreach – work with public schools, put things in backpacks.

- Ms. Airmet noted the opportunity of public utility bills. City should consider including information about CIB in bills in multiple languages
- Ms. Huerta, Mr. Hussein, and Ms. Airmet expressed excitement about model. Ms. Airmet suggested that the City should continue to look to the CIB committee as source of ideas, especially around community engagement.
- Ms. Huerta suggested soliciting involvement and input from youth leadership groups in Saint Paul.

5. Adjournment

Ms. Airmet moved that the meeting be adjourned. Mr. Clemmer seconded. There being no further business, the meeting was adjourned by general consent.

Staff:

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