



SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING AGENDA

Monday, February 13, 2023, 3:30 – 5:30 pm

Rondo Community Library

- I. **Call to Order**, Vice Chair Vega Perez
- II. **Approval of Meeting Agenda and Meeting Minutes**, Vice Chair Vega Perez (5 min)
- III. **Attendance and Icebreaker**: “What is something you do better than anyone else you know?”
- IV. **Action Items** (30 min)

a. **Fire RES PH 23-22: Fire Station 7, Chief Roy Mokosso**

Amending the financing and spending plans in the Fire Department Capital Projects budget in the amount of \$1,750,000 for the Fire Station 7 project.

b. **2023 CIB Meeting Calendar: CDBG Review**, Nichelle Bottko Woods

Setting the meeting schedule for additional meetings required for CDBG application review- 2 presentation meetings, 2 review meetings (and public hearing)

Date	Meeting Purpose	Notes from 2021
4/10/2023	Regular CIB Meeting	overview of CDBG, Project proposers give background information on their organizations (All- everyone gets same amount of time)
4/17/2023		First round of CDBG proposers present to CIB Committee
4/24/2023		Second round of CDBG proposers present to CIB Committee
5/8/2023	Regular CIB Committee Meeting	CIB Committee conducts first round of deliberations on CDBG funding recommendations
6/5/2023**	Typically, after public hearing- not enough time before deadline	CIB Committee work on recommendations OR Public Hearing
6/12/2023	Regular CIB Meeting: Public Hearing <i>(of note: May 29: Memorial Day, June 19: Juneteenth)</i>	CIB Committee holds public hearing on CDBG proposals and initial recommendations
6/26/2023		CIB Committee finalizes work on 2024-2025 recommendations
6/30/2023	CIB Committee submits CDBG funding recommendations to Mayor and City Council	

c. **CIB Committee Membership Discussion**: www.stpaul.gov/CIB

Proposed Action Item: Send link to ONE person you think would be a good fit.

- V. **Other Business**, Vice Chair Vega Perez (5 min)
 - a. **Education Item: Overview of CIB Budget Process and CDBG**, Nichelle Bottko Woods
- VI. **Announcements**
 - a. Next CIB Meeting: Monday, March 13, 2023, 3:30 – 5:30
- VII. **Adjournment**, Vice Chair Vega Perez

View CIB Committee agendas, minutes, and more on the [CIB Committee webpage](#).



SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING MINUTES

Monday, January 9, 2023, 3:30 – 5:30 pm

Rondo Community Library

- I. **Call to Order**, Chair Tobolt called the meeting to order at 3:37
 - a. **Members in Attendance:** Abshir Ali, Raymond Hess, Audel Shohkohzadeh, Barrett Steenrod, Darren Tobolt, Ryan Vue, and Elsa Vega Perez
 - b. **Members Absent and Excused:** Jack Fei
 - c. **Members Absent:** Abdi Ahmed, Natasha Jones, Pat McQuillan, and Daud Mohamed
 - d. **City Staff and Guests Present:** Nichelle Bottko Woods Madeline Sarah Hoel Alice Messer, Roy M
- II. **Approval of Meeting Agenda:** Hess moved, and Steenrod seconded to approve the meeting agenda. Motion passed unanimously.
- III. **Approval of Meeting Minutes:** Hess moved and Steenrod seconded to approve the minutes from the November 2022 meeting. Motion passed unanimously.
- IV. **Attendance and Icebreaker:** Committee Members shared the “Story of My Name”
- V. **Action Items** (30 min)
 - a. **Mayor’s Office Update:** Noel Nix reported on the status of committee appointees and committee appointment processes: there have been attendance challenges throughout many City boards and commissions, likely due to the challenges of less flexibility in virtual attendance due to open meeting laws. The Mayor’s Office is working with the League of MN Cities to advocate for more flexible meeting laws for committees. They will continue to update the group and may ask for help with advocating for these changes.
 - b. **Fire RES PH 22 362: Amending the financing and spending plans:** Vega Perez moved to approve the motion; Ali seconded. Chief Roy Mokosso presented about amending the financing and spending plans in the Fire Department for the amount of \$1,010,999 for the Fire Station 51 upgrade project. This project has already been approved for planning funds, and this request is for the hard costs of making Fire Station 51 operational again. Following the project summary Chief Mokosso answered questions from members about the project. The exact allocation of resources for the new station, such as how many trucks will be at Station 51 has not been determined yet, but will be part of the project process. Motion Passed.
 - c. **Parks RES PH 22-372: Duluth and Case and Hazel Park Play Ares:** Steenrod moved to approve, Vega Perez seconded. Alice Messer presented on the resolution to amend the financing and spending plan in the Department of Parks and Recreation in the amount of \$89,244 to utilize Parkland Dedication funds for the Duluth and Case and Hazel Park Play Area projects. Motion passed.

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- d. **Parks RES PH22-376: Hamline Avenue Trail Project:** Vue moved to approve, Steenrod seconded. Alice Messer presented on amending the financing and spending plan in the Department of Parks and Recreation in the amount of \$305,000 for the Hamline Avenue Trail project to accept the funds for the proposed project. Questions answered included the distinction between a marked portion of the road and a separate lane. This project will be a separate path from the road. Motion Passed.
- e. **Parks RES PH 22-386: NECC Bud Amd CDBG Funds \$500K:** Steenrod moved, and Jones seconded to approve the resolution. Alice Messer presented on authorizing the Department of Parks and Recreation to amend the financing and spending plan, in the amount of \$500,000, for the North End Community Center (NECC) project. Motion passed, with Jones noting opposition to the approval.
- f. **OFS RES PH 22-382: End of Year:** Vega Perez moved to affirm the approval of the resolution, Steenrod seconded. Neal Younghans and Madeline Mitchel presented on the end of year resolution which has come before the CIB Committee this year because of included capital elements. The capital elements are related to the cancelation of old bond proceeds which will be cancelled to be used as debt service. Questions from committee members were answered about what types of debt service funds would go to. Motion passed.

VI. Other Business, Chair Tobolt (5 min)

- a. **Education Item:** Overview of the Duties of the CIB Chair and Vice Chair, CIB Bylaws and Standing Rules Darren presented on what the duties of the chair are for the committee.

VII. Nominations and Elections of Chair: Chair Tobolt passed the gavel to Vice Chair Elsa Vega Perez for nominations and election of the committee chair at 4:35. Hess nominated Darren Tobolt for the position of Committee Chair for 2023. Tobolt accepted. No further nominations were made. By a unanimous vote the committee chose to forego the ballot election process and elected Darren Tobolt by slate.

VIII. Nominations and Elections of Vice Chair: Vice Chair Elsa Vega Perez returned the gavel to Chair Darren Tobolt at 4:36 to run the remainder of the meeting. Nominations for Vice Chair were opened. Barrett Steenrod nominated Elsa Vega Perez for CIB Vice Chair in 2023. Vega Perez accepted the nomination, and no other nominations were made. By unanimous vote the committee chose to forego the ballot election process and elected Elsa Vega Perez by slate.

IX. Announcements

- a. Next CIB Meeting: Monday, February 13, 2023, 3:30 – 5:30
- b. [Seeking New CIB Membership Applications](#) (or stpaul.gov/cib and scroll to button at bottom of page) Discussed the membership needed.
- c. **Postponed for February: CIB Social Event Following the Meeting:** Please join us across the street at [Los Ocampo Restaurant and Bar](#)

X. Adjournment, Ali moved to adjourn the meeting, Hess seconded. Motion passed and the meeting was adjourned at 5:02.

View CIB Committee agendas, minutes, and more on the [CIB Committee webpage](#).



City of Saint Paul

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

Legislation Text

File #: RES PH 23-22, **Version:** 1

Amending the financing and spending plans in the Fire Department Capital Projects budget in the amount of \$1,750,000 for the Fire Station 7 project.

WHEREAS, the original budget for the Fire Station 7 project was \$9 million; and

WHEREAS, recent project estimates are higher than the original budget due to inflationary pressure on materials and labor costs; and

WHEREAS, updated sales tax bonding assumptions allows for additional funding available of the \$1,750,000 to support the additional expenses for this project; and

WHEREAS, design changes and additional bond proceeds will close the project gap; and

WHEREAS, the Fire Department wishes to accept said funds and amend the financing and spending plans; and

WHEREAS, these funds will be used for construction costs for the new Fire Station 7 project; and

WHEREAS, the Mayor pursuant to Section 10.07.1 of the Charter of the City of Saint Paul, does certify that there are available for appropriation of funds of \$1,750,00 in excess of those estimated in the 2023 Capital Improvement Budget; NOW

THEREFORE, BE IT RESOLVED, that the City Council finds that there is a public purpose in providing a new fire station to the east side and that acceptance of said funding will enable the project to move forward; and be it

FURTHER RESOLVED, that the City Council upon recommendation of the Mayor and advice of the Long Range Capital Improvement Committee, that the \$1,750,000 in excess is available for the appropriation in the 2023 Capital Projects Budget, and said 2023 budget, is heretofore adopted by the Council, is hereby further amended by the particulars as specified in the attached financial analysis.

See Attachment "Fire Station 7 \$1,750,000 Funding"

City of Saint Paul Financial Analysis

1 File ID Number: RES PH 23-22
 2
 3 Budget Affected: CIB Budget Fire and Safety Services Capital
 4
 5 Total Amount of Transaction: 1,750,000.00
 6
 7 Funding Source: Transfer of Appropriations
 8
 9 Appropriation already included in budget? No
 10
 11 Charter Citation: City Charter 10.07.1
 12
 13

Fiscal Analysis

16 Amending the financing and spending plans in the Fire Department Capital Projects budget in the amount of \$1,750,000 for the Fire
 17 Station 7 project.

Detail Accounting Codes:

PROJECT LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

25 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	C195S25600000	76210	Building Improvement	9,000,000	1,750,000	10,750,000
				TOTAL:	9,000,000	10,750,000

Financing Changes

(Action Accomplished)

Life to Date Project Budget				CURRENT		AMENDED
Project Group	Project	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C195S25600000	56019	2019 Intra Fund Bond Draw	(500,000)	-	(500,000)
C-FMSCAP	C195S25600000	56020	2020 Intra Fund Bond Draw	(500,000)	-	(500,000)
C-FMSCAP	C195S25600000	56022	2022 Intra Fund Bond Draw	(1,147,000)	-	(1,147,000)
C-FMSCAP	C195S25600000	56023	2023 Intra Fund Bond Draw	(6,853,000)	(1,750,000)	(8,603,000)
				TOTAL:	(9,000,000)	(10,750,000)