



# SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING MINUTES

Monday, April 10, 2023, 3:30 – 5:30 pm

Rondo Community Library

- I. **Call to Order**, the meeting was called to order by Chair Tobolt at 3:37.
  - a. **Members in Attendance:** Committee Chair Darren Tobolt, Committee Vice Chair Elsa Vega Perez, Lauren Dees-Erickson, Jack Fei, Raymond Hess, Natasha Jones, Jon Kelly, Audel Shohkohzadeh, Barrett Steenrod, and Pang Yang
  - b. **Members Absent and Excused:** Abshir Ali
  - c. **Members Absent:** Abdi Ahmed, Pat McQuillan, Alexandra Siclait, and Ryan Vue
  - d. **City Staff and Guests Present:** Office of Financial Services: Nichelle Bottko Woods, Kelly Wilcox, Bruce Engelbrekt, Parks: Alice Messer, Public Works: Anne Weber, Office of the Mayor: Noel Nix, Planning and Economic Development: Beth Ulrich, and Jessica Deegan.
- II. **Approval of Meeting Agenda and Meeting Minutes:** Steenrod moved and Vega Perez seconded to approve the meeting agenda. Motion passed. Hess moved and Vega Perez seconded to approve the March 2023 minutes with the following adjustments: Elsa Vega Perez was absent but excused. Motion passed.
- III. **Introductions / Icebreaker:** Members and guests introduced themselves and shared a 30 second version of the story of their life and what brought them to working on the committee.
- IV. **Action Items (40 min)**
  - a. **Swearing in of New Members**, Noel Nix welcomed the new members present at the meeting and swore them in. The new members appointed to the committee through City Council Resolution RES 23-433: Lauren Dees-Erickson, Jon Kelly, Alexandra Siclait, and Pang Yang
  - b. **Citywide Long Term Capital Maintenance Program, Deferred Maintenance (slides attached):**Noel Nix, Bruce Engelbrekt and Kelly Wilcox presented to the committee on the recommended phase one steps of the Citywide Long Term Capital Maintenance Program plan for 2023. The proposed plan to use additional funds for addressing deferred maintenance projects is to seek funding for known projects which were reviewed but unfunded during the last cycle, followed by a full application and review process for the remaining funds. This proposed process would begin in summer of 2023 and finish around January 2024 with final committee recommendations. Following committee discussion, the committee requested that the topic come back to the May CIB meeting with more information about the scores, known leveraged impact of not completing the projects earlier using the Phase 1 method, and other information to understand why the committee chose to not fund the projects previously. Committee members expressed concern that the group scoring these projects did not necessarily think that funding all of the projects would be ideal during the previous process, but do not want to prevent construction from happening this year.
  - c. **Public Works RES PH 23 -16- Multiple Projects:** Vega Perez moved to recommend approval of the resolution, Shohkohzadeh seconded. Anne Weber presented on the

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



resolution to amend the financing and spending plans in the Department of Public Works Capital Budget for multiple projects. Weber answered questions about the funding changes outlined in the resolution, how contingency funds are budgeted, and what is the average amount of contingency for Municipal State Aid funds which were outlined. MSA can only be used by Public works, and only on roads which are considered MSA eligible. Motion passed.

- d. **Parks RES PH 23- 76, Como Woodland and Capitol Park Sign:** Steenrod moved to recommend approval of the resolution, Vega Perez seconded. Alice Messer presented on authorizing the Department of Parks and Recreation to accept funds in the amount of \$15,476 from the Saint Paul Conservancy, enter into a Memorandum of Understanding with the Conservancy, and to establish a financing and spending plan in the Department of Parks and Recreation to reflect said funds for two new signs at the Como Woodland Classroom and Capitol View Park. Classroom is used by school groups. Motion Passed.
- e. **Parks RES PH 23 – 83, China Friendship Garden Donation,** Kelly moved, and Yang seconded to recommend approval of the resolution. Alice Messner presented on approving acceptance of Minnesota China Friendship Garden Society funds for the St. Paul - Changsha China Friendship Garden project and amending the financing and spending budget for the Department of Parks and Recreation in the amount of \$70,000 for the project. Motion Passed.

**V. Other Business,** Chair Tobolt (30 min)

- a. **CDBG Program Overview (slides attached):** Beth Ulrich and PED presented on the CDBG block grant funding process. 20 % of funds are for staffing and public services 4 million dollars of federal funds are reviewed every other year in the process. Funding criteria and eligibility criteria was described as well as the expectation that projects qualify under one of the [City of Saint Paul Consolidated Plan](#) goals. Other important consideration criteria discussed included:
  - i. Must spend funds in the in the same year: we are judged on how quickly funds are spent.
  - ii. Each program must achieve the stated national objective within one year.
  - iii. Risk assessments were created for non-city projects and are provided as an item to review, but high risk does not mean a project shouldn't be funded due to risk. All consideration factors should be weighed.

**VI. Announcements**

- a. **Review CIB Calendar and CDBG Dates and Deadlines,** Nichelle Bottko Woods
  - i. Project Presentations: April 17 in Multi-Purpose Room and 24 in Rondo Flex Room- More details on page 2 of agenda
  - ii. **Sunday, April 30<sup>th</sup>: DEADLINE TO ENTER ALL PROJECT SCORES**
  - iii. Next Regular CIB Meeting May 8th

**VII. Adjournment,** Shohkohzadeh moved, and Jones seconded to adjourn, motion passed. Meeting adjourned at 5:30 pm.

**Minutes prepared by:** Nichelle Bottko Woods, City of Saint Paul Senior Budget Analyst

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 23-433, Version: 1**

---

Approving the Mayor's appointments of Lauren Dees-Erickson, Jon Kelly, Alexandra Siclait, and Pang Yang as members on the Capital Improvement Budget Committee.

WHEREAS, Capital Improvement Budget Committee reviews and ranks project proposals submitted by City departments, district councils, and neighborhood organizations and recommends a bi-annual budget to fund capital improvements such as street reconstruction, park improvements, and the renovation of libraries and recreation centers; and

WHEREAS, Capital Improvement Budget Committee term dates are three years; and

WHEREAS Lauren Dees-Erickson, Jon Kelly, Alexandra Siclait, and Pang Yang have applied and are seeking appointments to the Capital Improvement Budget Committee; and

WHEREAS, Mayor Melvin Carter wishes to appoint Lauren Dees-Erickson, Jon Kelly, Alexandra Siclait, and Pang Yang to a three-year term on the Capital Improvement Budget Committee; now, therefore be it

RESOLVED, that the Saint Paul City Council approves the Mayor's appointment of Lauren Dees-Erickson, Jon Kelly, Alexandra Siclait, and Pang Yang to a three-year term on the Capital Improvement Budget Committee with a term expiration date of March 31, 2026.

**Capital Maintenance Program - Recommended "Phase 1" Funding (based on Unfunded Projects Submitted in 2021 for the 2022 and 2023 Budgets)**

DEPARTMENT	PROPOSAL NAME	PROJECT TYPE (CATEGORY)	AMOUNT FUNDED	AMOUNT UNFUNDED	RECOMMENDED "PHASE 1" FUNDING	Percent Change from Amt Unfunded	TOTAL (Funded + Phase 1) Project Cost	ESTIMATED Phase 2 Costs	GRAND TOTAL All Project Costs	Comments
DSI	Concrete Blocks and Painted Concrete Blocks	INTERIOR RECONFIGURATION	\$0	\$157,992	\$276,488					
DSI	Flooring	INTERIOR RECONFIGURATION	\$0	\$14,311	\$170,500					
DSI	Foundation Repair	INTERIOR RECONFIGURATION	\$0	\$133,685	\$233,949					
DSI	Garage 3-Phase Electrical Service	INTERIOR RECONFIGURATION	\$0	\$42,536	\$74,438					
DSI	HVAC Controls	INTERIOR RECONFIGURATION	\$0	\$18,230	\$93,750					
DSI	Hydraulic Pump Replacement	INTERIOR RECONFIGURATION	\$0	\$10,330	\$18,078					
DSI	Kennel Replacement	INTERIOR RECONFIGURATION	\$110,000	\$0	\$137,500					
DSI	Kitchen Replacement	INTERIOR RECONFIGURATION	\$0	\$16,753	\$62,500					
DSI	Lighting	INTERIOR RECONFIGURATION	\$0	\$18,230	\$43,750					
DSI	Sanitary Sewer	INTERIOR RECONFIGURATION	\$24,307	\$0	\$187,500					
DSI	Sink Hole Study	INTERIOR RECONFIGURATION	\$6,076	\$0	\$18,750					
DSI	Window Replacement	INTERIOR RECONFIGURATION	\$0	\$14,584	\$80,000					
<b>DSI</b>	<b>ANIMAL CONTROL FACILITY</b>	<b>TOTAL OF ALL AC PROPOSALS</b>	<b>\$140,383</b>	<b>\$426,651</b>	<b>\$1,206,817</b>	182.9%	\$1,347,200		\$1,347,200	Fund all work with Phase 1 funding
Fire	Fire Station 17 HVAC Replacement	HVAC	\$15,785	\$0	\$0		\$15,785			
Fire	Fire Training HVAC Replacement - Gilman Hall	HVAC	\$23,027	\$0	\$0		\$23,027			
Fire	Fire Station 14 Parking Lot	PAVING	\$0	\$40,140	\$46,140	14.9%	\$46,140			
Fire	Fire Station 22 Parking Lot	PAVING	\$0	\$28,576	\$90,000	214.9%	\$90,000		\$90,000	
Fire	Fire Station 5 Apron Replacement	PAVING	\$15,337	\$0	\$15,337		\$15,337		\$15,337	
Fire	Fire Station 5 Parking Lot	PAVING	\$0	\$18,756	\$24,756	32.0%	\$24,756		\$24,756	
Fire	Fire Station 9 Parking Lot	PAVING	\$44,100	\$0	\$44,100		\$44,100		\$44,100	
Fire	Fire Training Roof - Gilman Hall	ROOF	\$18,459	\$571	\$571	0.0%	\$19,030		\$19,030	
Fire	Fire Headquarters Camera and Card Reader Upgrade	SECURITY	\$0	\$37,795	\$52,913	40.0%	\$52,913		\$52,913	
Fire	Fire Station 17 Window Replacement	WINDOWS/DOORS	\$0	\$75,559	\$75,559	0.0%	\$75,559		\$75,559	
Libraries	Merrim Park Library Exterior Safety Repairs	PAVING	\$105,453	\$24,422	\$34,191	40.0%	\$139,644		\$139,644	
Libraries	St. Anthony Park Library Exterior Safety Repairs	PAVING	\$0	\$81,126	\$81,126	0.0%	\$81,126	\$300,000	\$381,126	Design and first phase of construction in 2023
Libraries	Sun Ray Library Exterior Safety Repairs	PAVING	\$35,340	\$7,907	\$7,907	0.0%	\$43,247		\$43,247	
OFS/Fleet	Fleet Services Division Main Garage Roof (PHASE 1 South Half)	ROOF	\$186,500	\$13,500	\$0	-100.0%		\$378,750	\$754,400	Add'l needed to fully fund project (41,000 sf x \$16/sf + 15% = \$754,400). Submit for funding in Phase 2.
OFS/Fleet	Fleet Services Division Main Garage Roof (PHASE 2 North Half)	ROOF	\$189,150	\$5,850	\$0					
OFS/Fleet	Replace Heavy Duty, In-ground Hoist	ROOF	\$48,000	\$0	\$0		\$48,000		\$48,000	
Parks & Rec	Concession/ Drive Thru Windows - Como Pk Swimming Pool	BLDG ENVELOPE RESTORATION	\$0	\$44,000	\$44,000	0.0%	\$44,000		\$44,000	
Parks & Rec	Concrete Masonry Block Repairs - Central Service Facility (Brown Machine Shed)	BLDG ENVELOPE RESTORATION	\$0	\$108,500	\$108,500	0.0%	\$108,500		\$108,500	
Parks & Rec	Exterior Block & Masonry/ Stone Repairs - Hgld Pk Golf Course	BLDG ENVELOPE RESTORATION	\$84,600	\$0	\$0		\$84,600		\$84,600	In process 2022/2023
Parks & Rec	Siding (EFIS) Repairs	BLDG ENVELOPE RESTORATION	\$0	\$80,000	\$80,000	0.0%	\$80,000		\$80,000	
Parks & Rec	Skylight Replacement - Conway Hgts Rec Center	BLDG ENVELOPE RESTORATION	\$0	\$178,100	\$178,100	0.0%	\$178,100		\$178,100	
Parks & Rec	Wood Siding Replacement	BLDG ENVELOPE RESTORATION	\$0	\$132,600	\$132,600	0.0%	\$132,600		\$132,600	
Parks & Rec	Wood Siding Replacement - Edgcombe Rec Ctr	BLDG ENVELOPE RESTORATION	\$132,600	\$0	\$0		\$132,600		\$132,600	In process 2022/2023
Parks & Rec	Lift Elevator Replacement - Como Conservatory Sunken Garden	ELEVATOR	\$276,300	\$0	\$0		\$276,300		\$276,300	In process 2022/2023
Parks & Rec	Boiler (HVAC)/ Radiation Replacement - Highland Clubhouse	HVAC	\$160,300	\$0	\$0		\$160,300		\$160,300	In process 2022/2023
Parks & Rec	Exhaust Fan & Radiation Piping Repairs	HVAC Como Park Conservatory (Fern Room)	\$0	\$276,300	\$276,300	0.0%	\$276,300		\$276,300	
Parks & Rec	Riverwalk Concrete Replacement	PAVING	\$0	\$221,000	\$221,000	0.0%	\$221,000		\$221,000	
Parks & Rec	Climbing Wall Replacement	PLAY AND POOLS	\$0	\$49,800	\$49,800	0.0%	\$49,800		\$49,800	
Parks & Rec	Decking & Floats Replacement	PLAY AND POOLS	\$0	\$879,100	\$879,100	0.0%	\$879,100		\$879,100	
Parks & Rec	Drop Slide Replacement	PLAY AND POOLS	\$0	\$66,300	\$66,300	0.0%	\$66,300		\$66,300	
Parks & Rec	Irrigation System Replacement Fields 1 & 2	PLAY AND POOLS	\$85,000	\$0	\$0		\$85,000		\$85,000	Completed. Total cost: \$98,408
Parks & Rec	Maintenance of Play Features	PLAY AND POOLS	\$0	\$172,900	\$172,900	0.0%	\$172,900		\$172,900	
Parks & Rec	Picnic Table Replacement	PLAY AND POOLS	\$0	\$84,300	\$84,300	0.0%	\$84,300		\$84,300	
Parks & Rec	Seal Coat Artificial Rock Walls	PLAY AND POOLS	\$0	\$49,700	\$49,700	0.0%	\$49,700		\$49,700	
Parks & Rec	Restroom Upgrades	RESTROOM UPGRADES	\$0	\$76,500	\$76,500	0.0%	\$76,500		\$76,500	
Parks & Rec	Roof Replacement - Linwood Rec Ctr	ROOF	\$276,201	(\$1)	\$0	-100.0%	\$276,201		\$276,201	In process 2022/2023
Parks & Rec	Roof Replacement - Main Zoo Bldg	ROOF	\$149,671	\$4,629	\$0	-100.0%	\$149,671		\$149,671	In process 2022/2023
Parks & Rec	Surveillance System Upgrades	SECURITY	\$0	\$147,000	\$147,000	0.0%	\$147,000		\$147,000	
Parks & Rec	Exterior Door Replacements	WINDOWS/DOORS	\$0	\$53,300	\$53,300	0.0%	\$53,300		\$53,300	
Parks & Rec	Exterior Doors Replacement	WINDOWS/DOORS	\$0	\$17,500	\$17,500	0.0%	\$17,500		\$17,500	
Parks & Rec	Exterior Doors Replacement	WINDOWS/DOORS	\$0	\$17,500	\$17,500	0.0%	\$17,500		\$17,500	
Parks & Rec	Exterior Doors Replacement	WINDOWS/DOORS	\$0	\$51,600	\$51,600	0.0%	\$51,600		\$51,600	
Parks & Rec	Exterior Doors Replacement	WINDOWS/DOORS	\$0	\$32,000	\$32,000	0.0%	\$32,000		\$32,000	
Parks & Rec	Industrial Roll Up Door Replacements	WINDOWS/DOORS	\$0	\$88,400	\$88,400	0.0%	\$88,400		\$88,400	
Parks & Rec	Replace Bifold Door and Electric Operators - Zoo Polar Bear Outpost	WINDOWS/DOORS	\$0	\$0	\$0		\$32,000		\$32,000	Completed in 2022
Parks & Rec	Window Replacement (Lower Level) - Hgld Pk Golf Course	WINDOWS/DOORS	\$132,400	\$0	\$0		\$132,400		\$132,400	In process 2022/2023
Police	Griffin Building Ash Bunker Water Intrusion Repairs (PH 1A)	BLDG ENVELOPE RESTORATION	\$146,674	\$1	\$0	-100.0%	\$146,674		\$146,674	Ashbunker complete
Police	Griffin Building Ash Bunker Water Intrusion Repairs (PH 1B)	BLDG ENVELOPE RESTORATION	\$189,750	\$0	\$0		\$189,750		\$189,750	Water intrusion in design/engineering 2023
Police	Asphalt replacement - CW Services (1820 Edgcombe)	PAVING	\$0	\$96,553	\$96,553	0.0%	\$96,553		\$96,553	
Police	Asphalt replacement - K9 Facility	PAVING	\$0	\$48,109	\$48,109	0.0%	\$48,109		\$48,109	
Police	Asphalt replacement - Outdoor Range	PAVING	\$0	\$42,674	\$42,674	0.0%	\$42,674		\$42,674	
Public Works	Operational Improvements for the SE Ticketing & Towing Office	BLDG ENVELOPE RESTORATION	\$0	\$103,750	\$112,500	8.4%	\$112,500		\$112,500	
Public Works	Public Works 2nd Street Garage Safety Improvements	BLDG ENVELOPE RESTORATION	\$0	\$189,990	\$260,880	37.3%	\$260,880	\$250,000	\$510,880	Design and first phase of construction in 2023
Public Works	Traffic Operations Covered Storage Structure	BLDG ENVELOPE RESTORATION	\$0	\$100,720	\$183,467	82.2%	\$183,467		\$183,467	
Public Works	Pole Yard Gate Replacement	GATES AND FENCES	\$19,190	\$0	\$0		\$19,190		\$19,190	Completed 2022
Public Works	Security Fence Installation-Replacement at Pleasant & View and Dale Yards	GATES AND FENCES	\$0	\$147,400	\$252,000	71.0%	\$252,000		\$252,000	
Public Works	Sanitation Garage Emergency Generator	HVAC	\$108,886	\$0	\$26,088		\$134,974		\$134,974	
Public Works	Repurpose Storage Space into Training/Meeting Space	INTERIOR RECONFIGURATION	\$0	\$63,750	\$117,500	84.3%	\$117,500		\$117,500	
Public Works	Traffic Operations Sign Shop and Front Office Reconfiguration	INTERIOR RECONFIGURATION	\$0	\$68,100	\$118,000	73.3%	\$118,000		\$118,000	
Public Works	Dale Street Campus Mill and Overlay - Driving Lanes & Pole Yard - Phase 1 of 5	PAVING	\$0	\$127,000	\$270,000	112.6%	\$270,000		\$270,000	
Public Works	Roof Replacements for Dale Campus Buildings	ROOF	\$0	\$1,870,000	\$0		\$0		\$0	Review in Phase 2 in context of master plan.
Public Works	Building Security in 3 Street Maintenance Garages	SECURITY	\$0	\$169,200	\$211,200	24.8%	\$211,200		\$211,200	
Public Works	Fire Alarm and Suppression Systems for Street Maintenance Building & Garages	SECURITY	\$350,100	\$800	\$64,700	7987.5%	\$414,800		\$414,800	
Public Works	Replace Outdated Security Cameras at Sewer Maintenance	SECURITY	\$0	\$23,100	\$49,815	115.6%	\$49,815		\$49,815	
Public Works	Sites Security: Gate for Como & Western and Security Fence for PBH Storage Area	SECURITY	\$0	\$75,180	\$111,240	48.0%	\$111,240		\$111,240	
<b>TOTAL</b>			<b>\$2,965,206</b>	<b>\$7,144,859</b>	<b>\$6,411,106</b>		<b>\$9,376,312</b>	<b>\$928,750</b>	<b>\$10,220,110</b>	

Summary of Phase 1 Funding		
DSI	\$1,206,817	18.8%
Fire	\$289,939	4.5%
Libraries	\$123,224	1.9%
OFS/Fleet	\$0	0.0%
Parks & Recreation	\$2,826,400	44.1%
Police	\$187,336	2.9%
Public Works	\$1,777,390	27.7%
<b>Total</b>	<b>\$6,411,106</b>	<b>100.0%</b>



## Legislation Text

---

**File #: RES PH 23-16, Version: 1**

---

Amending the financing and spending plans in the Department of Public Works Capital Budget for multiple projects.

WHEREAS, the Department of Public Works proposes to add and/or transfer funding to the Capital City Bikeway Kellogg Ph 1, Lexington Extension, Griggs/Scheffer Ph 2, Maxfield Safe Routes to School (SRTS), Suburban & Ruth Signal, 2023 Signal, Bruce Vento SRTS Projects and the 2023 Bicycle Improvement Program; and

WHEREAS, the Department of Public Works is recommending the following changes to the financing and spending on these projects:

- Adding \$500,000 of federal funding and transferring \$275,000 of MSA funding from the 2023 Robert Street Project to the 2023 Capital City Bikeway Kellogg Ph 1 Project.
- Adding \$1,030,753 of federal funding to the 2022 Lexington Extension Project.
- Transferring \$475,000 from 2022 MSA Contingency and adding \$300,000 assessment funding to the 2022 Griggs/Scheffer Ph 2 Project for the Hamline Mill and Overlay.
- Transferring \$150,000 from 2022 MSA Contingency to the 2023 Maxfield SRTS Project.
- Transferring \$120,000 from 2022 MSA Contingency to the Suburban & Ruth Signal Project.
- Transferring \$305,000 from 2022 MSA Contingency, \$179,000 from 2023 MSA Contingency and \$56,000 from the 2023 Marshal Sidewalk Project to the 2023 Signal Project.
- Transferring \$240,000 in MSA funding from 2023 Larpenteur - Hamline to Victoria Sidewalk Project and transferring \$144,000 in MSA funding from the 2023 Marshall Sidewalk Project to the Bruce Vento SRTS Project.
- Removing \$240,000 in County funding from the 2023 Larpenteur - Hamline to Victoria Sidewalk Project and \$200,000 in County funding from the 2023 Marshall Sidewalk Project and closing these projects.
- Transferring \$172,000 from the general fund to the 2023 Bicycle Improvement Program.

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 \$1,830,753; 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 \$2,116,000; and

WHEREAS, the Mayor pursuant to Section 10.9 of the Charter of the City of Saint Paul, does certify that there are lapsed appropriations of \$440,000 in the Capital Improvement Budgets; 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 \$1,830,753 is available for appropriation of funds, \$2,116,000 is available for transfer of appropriation of funds and there is \$440,000 in lapsed appropriations in the Capital Improvement Budgets, as heretofore adopted and amended by this Council, be hereby further amended in the Improvements Budgets in the following particulars:

See Attachment.



**City of Saint Paul Financial Analysis**

1	<b>File ID Number:</b>	RES PH 23-16
2		
3	<b>Budget Affected:</b>	CIB Budget Public Works Capital
4		
5	<b>Total Amount of Transaction:</b>	2,116,000.00 1,390,753.00
6		
7	<b>Funding Source:</b>	Transfer of Appropriations Multiple
8		
9		Appropriation already included in budget? Yes and No
10		
11	<b>Charter Citation:</b>	City Charter 10.07.4 10.07.1 & 10.9
12		
13		

**Fiscal Analysis**

- 16 - Adding \$500,000 of federal funding and transferring \$275,000 of MSA funding from the 2023 Robert Street Project to the 2023 Capital City Bikeway Kellogg Ph 1 Project.
- 17 - Adding \$1,030,753 of federal funding to the 2022 Lexington Extension Project.
- 18 - Transferring \$475,000 from 2022 MSA Contingency and adding \$300,000 assessment funding to the 2022 Griggs/Scheffer Ph 2 Project for the Hamline Mill and Overlay.
- 19 - Transferring \$150,000 from 2022 MSA Contingency to the 2023 Maxfield SRTS Project.
- 20 - Transferring \$120,000 from 2022 MSA Contingency to the Suburban & Ruth Signal Project.
- 21 - Transferring \$305,000 from 2022 MSA Contingency, \$179,000 from 2023 MSA Contingency and \$56,000 from the 2023 Marshal Sidewalk Project to the 2023 Signal Project.
- 22 - Transferring \$240,000 in MSA funding from 2023 Larpenteur - Hamline to Victoria Sidewalk Project and transferring \$144,000 in MSA funding from the 2023 Marshall Sidewalk Project to the Bruce Vento SRTS Project.
- 23 - Removing \$240,000 in County funding from the 2023 Larpenteur - Hamline to Victoria Sidewalk Project and \$200,000 in County funding from the 2023 Marshall Sidewalk Project and closing these projects.
- 24 - Transferring \$172,000 from the general fund to the 2023 Bicycle Improvement 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	BUDGET
1	10031301	69590	Other Services	172,599	599
1	10031301	79220	Transfer to Capital Projects	-	172,000
				TOTAL:	172,599 - 172,599

**Financing Changes**

(Action Accomplished)

GL Annual Budget				CURRENT	AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	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	BUDGET	BUDGET			
C-FMSCAP	C212R33325106	76105	Streets	Robert Street	1,345,001	-	1,345,001
C-FMSCAP	C212R33325106	77205	Cap Ext Serv Engineering		2,323,115	(275,000)	2,048,115
					3,668,116	(275,000)	3,393,116
C-FMSCAP	C212R39320067	76105	Streets	CCB Kellogg	7,812,000	775,000	8,587,000
C-FMSCAP	C212S32125104	76105	Streets	Lexington Ext	3,500,000	1,030,753	4,530,753
C-FMSCAP	C212T31229328	76105	Streets	Griggs Scheffer 2	14,509,500	775,000	15,284,500
C-FMSCAP	C212T31229328		All Other Spending		3,137,500	-	3,137,500
					17,647,000	775,000	18,422,000
C-FMSCAP	C222A37128107	63160	General Professional Services	Ruth Suburban	312,689	120,000	432,689
C-FMSCAP	C222E35500000	64305	Street and Sidewalk Repair	Bruce Vento SRTS	-	1,776,000	1,776,000

69	C-FMSCAP	C222E3550000	76105	Streets		1,392,000	(1,392,000)	-
70						1,392,000	384,000	1,776,000
71								
72	C-FMSCAP	C222H35520076	64305	Street and Sidewalk Repair	Maxfield SRTS	700,000	150,000	850,000
73	C-FMSCAP	C222H35520076	68190	Engineering Services		100,000	-	100,000
74						800,000	150,000	950,000
75								
76	C-FMSCAP	C222T33300000	76105	Streets	MSA Contingency	1,050,000	(1,050,000)	-
77								
78	C-FMSCAP	C232J39527206	76105	Streets	Larpenteur Sidewalk	480,000	(480,000)	-
79								
80	C-FMSCAP	C232M39027205	76105	Streets	Marshall Sidewalk	400,000	(400,000)	-
81								
82	C-FMSCAP	C232T36900000	76105	Streets	MSA Contingency	300,000	(179,000)	121,000
83								
84	C-FMSCAP	C232T38128109	63160	General Professional Services	Signals Project	-	540,000	540,000
85								
86	C-FMSCAP	C232T39900000	64305	Street and Sidewalk Repair	Bike Improvement	-	172,000	172,000
87								
88	<b>Financing Changes</b>							
89	<i>(Action Accomplished)</i>							
90	<b>Life to Date Project Budget</b>					<b>CURRENT</b>		<b>AMENDED</b>
91	<b>Project Group</b>	<b>Project</b>	<b>Account Category</b>	<b>Description</b>		<b>BUDGET</b>	<b>CHANGES</b>	<b>BUDGET</b>
92								
93	C-FMSCAP	C212R33325106	43445	MN Dept of Transportation	Robert Street	(2,323,115)	-	(2,323,115)
94	C-FMSCAP	C212R33325106	43651	Muni State Aid Construction		(1,200,000)	275,000	(925,000)
95	C-FMSCAP	C212R33325106	47565	SPRWS Construction		(145,001)	-	(145,001)
96						(3,668,116)	275,000	(3,393,116)
97								
98	C-FMSCAP	C212R39320067	43120	DOJ MN Dept of Public Safety	CCB Kellogg	(5,312,000)	5,312,000	-
99	C-FMSCAP	C212R39320067	43150	DOT MN Dept of Transportation		-	(5,812,000)	(5,812,000)
100	C-FMSCAP	C212R39320067	43651	Muni State Aid Construction		(2,500,000)	(275,000)	(2,775,000)
101						(7,812,000)	(775,000)	(8,587,000)
102								
103	C-FMSCAP	C212S32125104	43150	DOT MN Dept of Transportation	Lexington Ext	-	(1,030,753)	(1,030,753)
104	C-FMSCAP	C212S32125104	43651	Muni State Aid Construction		(3,500,000)	-	(3,500,000)
105						(3,500,000)	(1,030,753)	(4,530,753)
106								
107	C-FMSCAP	C212T31229328	43651	Muni State Aid Construction	Griggs Scheffer 2	-	(475,000)	(475,000)
108	C-FMSCAP	C212T31229328	56226	Transfer From Spec Rev Assmt		-	(300,000)	(300,000)
109	C-FMSCAP	C212T31229328		All Other Financing		(17,647,000)	-	(17,647,000)
110						(17,647,000)	(775,000)	(18,422,000)
111								
112	C-FMSCAP	C222A37128107	43651	Muni State Aid Construction	Ruth Suburban	(312,689)	(120,000)	(432,689)
113								
114	C-FMSCAP	C222E35500000	43120	DOJ MN Dept of Public Safety	Bruce Vento SRTS	(843,000)	843,000	-
115	C-FMSCAP	C222E35500000	43150	DOT MN Dept of Transportation		-	(843,000)	(843,000)
116	C-FMSCAP	C222E35500000	43651	Muni State Aid Construction		-	(384,000)	(384,000)
117	C-FMSCAP	C222E35500000	56022	Intra Fund In 2022 Bond Draw		(549,000)	-	(549,000)
118						(1,392,000)	(384,000)	(1,776,000)
119								
120	C-FMSCAP	C222H35520076	43150	DOT MN Dept of Transportation	Maxfield SRTS	(500,000)	-	(500,000)
121	C-FMSCAP	C222H35520076	43651	Muni State Aid Construction		(300,000)	(150,000)	(450,000)
122						(800,000)	(150,000)	(950,000)
123								
124	C-FMSCAP	C222T33300000	43651	Muni State Aid Construction	MSA Contingency	(1,050,000)	1,050,000	-
125								
126	C-FMSCAP	C232J39527206	43651	Muni State Aid Construction	Larpenteur Sidewalk	(240,000)	240,000	-
127	C-FMSCAP	C232J39527206	43810	County Road Aid		(240,000)	240,000	-
128						(480,000)	480,000	-
129								
130	C-FMSCAP	C232M39027205	43651	Muni State Aid Construction	Marshall Sidewalk	(200,000)	200,000	-
131	C-FMSCAP	C232M39027205	43810	County Road Aid		(200,000)	200,000	-
132						(400,000)	400,000	-
133								
134	C-FMSCAP	C232T36900000	43651	Muni State Aid Construction	MSA Contingency	(300,000)	179,000	(121,000)
135								
136	C-FMSCAP	C232T38128109	43651	Muni State Aid Construction	Signals Project	-	(540,000)	(540,000)
137								
138	C-FMSCAP	C232T39900000	56220	Transfer From General Fund	Bike Improvement	-	(172,000)	(172,000)





# City of Saint Paul

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

## Legislation Text

---

**File #: RES PH 23-76, Version: 1**

---

Authorizing the Department of Parks and Recreation to accept funds in the amount of \$15,476 from the Saint Paul Conservancy, enter into a Memorandum of Understanding with the Conservancy, and to establish a financing and spending plan in the Department of Parks and Recreation to reflect said funds for two new signs at the Como Woodland Classroom and Capitol View Park.

WHEREAS, the Conservancy has authorized \$15,476 be granted to the City of Saint Paul, Department of Parks and Recreation, for the design, bidding, and construction administration for signs at the Como Woodland Classroom and Capitol View Park; and

WHEREAS, said funds would be used for a new welcome sign at the entrance to the Como Woodland Outdoor Classroom, 1170-1198 Hamline Avenue N., and a sign on the history of the Smith Avenue High Bridge and Senator David Durenberger's role in creating the current bridge at Capitol View Park, 386 Cherokee Avenue, in Saint Paul; and

WHEREAS, the Conservancy requires that the Department enter into a Memorandum of Understanding with the Conservancy detailing the conditions of said funds; and

WHEREAS, there are no matching fund requirements of said grant; and

WHEREAS, the Department wishes to accept said funds and establish a financing and spending plan for the Como Woodland Classroom and Capitol View Park sign projects; and

WHEREAS, that the City Council finds that there is a public purpose in providing for the betterment of parks facilities and that acceptance of said funding will enable continued implementation of said betterments; 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, funds of \$15,476 in excess of those estimated in the 2023 Capital Improvement Budget; now, therefore, be it

RESOLVED, that the City Council, upon recommendation of the Mayor and the advice of the Long Range Capital Improvement Budget Committee, that \$15,476 is available for appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, is heretofore adopted by the Council, is hereby amended as attached; and, be it

FURTHER RESOLVED, that the Director of Parks and Recreation and other City officials are hereby authorized to execute said MOU as is necessary to implement the project on behalf of the City.

See Attachment

[To be filled out by the CIB Executive Secretary.]

**City of Saint Paul Financial Analysis**

1	File ID Number:	RES PH 23-76
2		
3	Budget Affected:	CIB Budget      Parks and Recreation      Capital
4		
5	Total Amount of Transaction:	15,476.00
6		
7	Funding Source:	Donation
8		
9		Appropriation already included in budget?      No
10		
11	Charter Citation:	10.7.1
12		

**Fiscal Analysis**

16 To amend the Parks and Recreation 2023 Capital Improvement Budget for a \$15,476 Contribution from the St Paul Parks Conservancy  
 17 for Como Woodland Classroom and Capitol View Park.

**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	40041900	76805	Capital Expenditure	-	15,476.00	15,476.00
TOTAL:				-	15,476.00	15,476.00

**Financing Changes**  
 (Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	40041900	55505	Contributions and Donations	-	15,476.00	15,476.00
TOTAL:				-	15,476.00	15,476.00

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

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

**Spending Changes**  
 (Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C233J08401263	77220	Architect Services	-	15,476.00	15,476.00
TOTAL:				-	15,476.00	15,476.00

**Financing Changes**  
 (Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
C-FMSCAP	C233J08401263	55505	Contributions and Donations	-	15,476.00	15,476.00
TOTAL:				-	15,476.00	15,476.00



23 March 2023

RE: Signs for Como Woodland Outdoor Classroom and Capitol View Park  
TO: Alice Messer, Design and Construction, City of Saint Paul, Department of Parks and Recreation  
FROM: C. Michael-jon Pease, Executive Director, Saint Paul Parks Conservancy  
C: Andy Rodriguez, Director, Saint Paul Parks and Recreation

MEMORANDUM OF UNDERSTANDING

Acting as the fiscal agent for the Como Woodland Advisory Committee (CWAC) and for Friends of Senator David Durenberger, the Saint Paul Parks Conservancy (hereafter “Conservancy”) authorizes fifteen thousand four hundred seventy-six dollars (\$ 15,476.00) in funds be awarded to the City of Saint Paul Parks and Recreation Capital Improvement Budget for the design, bidding and construction administration for two new signs:

1. A new welcome sign at the entrance to the Como Woodland Outdoor Classroom at 1170-1198 Hamline Ave N, St Paul, MN 55108.
2. A sign on the history of the Smith Ave High Bridge and Sen David Durenberger’s role in creating the current bridge at Capitol View Park at 386 Cherokee Ave, St Paul, MN 55107

This document serves as a memorandum of understanding between the Saint Paul Parks Conservancy (Conservancy) and the City of Saint Paul Parks and Recreation Department (City) for the transfer of funds.

**A. Grant Award and Transfer of Funds**

The Conservancy shall transfer seven thousand seven hundred thirty-eight dollars (\$ 7,738.00) as fifty percent (50%) of the allocated funds to the City by April 30, 2023 to start the project.

Upon completion of the project, the City will bill the Conservancy for the actual remaining costs, not to exceed seven thousand seven hundred thirty-eight dollars (\$ 7,738.00).

**B. Roles and Responsibilities**

The City Parks and Recreation Design and Construction team will be responsible for:

Construction of the Signs	\$ 2,476.00
Footings/Foundations	\$ 8,000.00
Design and Project Management	\$ 5,000.00

Final Approval of submitted content and graphic design files for the signs.

The Conservancy shall be responsible for providing the finished graphic design files in the format requested to Design and Construction.

The Conservancy shall communicate with project funders and partners including interim and final reporting; and participate in community engagement and review of the project as needed.

**Counterparts.** The parties may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.

**Electronic Signatures.** The parties agree that the electronic signature of a party to this Agreement be valid as an original signature of such party and shall be effective to bind such party to this Agreement. The parties further agree that any document including this Agreement containing, or to which there is affixed, an electronic signature shall be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in ordinary course of business and an original written when printed from electronic files. For purposes hereof, “electronic signature also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g. via PDF) of an original signature. Any party’s failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement. Signatures below represent acceptance of the terms of this memorandum of understanding.

**Saint Paul Parks Conservancy**

**City of Saint Paul**

\_\_\_\_\_  
C. Michael-jon Pease

\_\_\_\_\_  
Andy Rodriguez, Director, St. Paul Parks and Recreation

\_\_\_\_\_  
Judy Hanson, Assistant City Attorney

\_\_\_\_\_  
John McCarthy, Director, Office of Financial Services

\_\_\_\_\_  
Jaime Tincher, Deputy Mayor



# City of Saint Paul

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

## Legislation Text

---

**File #:** RES PH 23-83, **Version:** 1

---

Approving acceptance of Minnesota China Friendship Garden Society funds for the St. Paul - Changsha China Friendship Garden project, and amending the financing and spending budget for the Department of Parks and Recreation in the amount of \$70,000 for the project.

WHEREAS, the Minnesota China Friendship Garden Society has been actively working since 2010 to fundraise for construction of a cultural garden in Phalen Regional Park; and

WHEREAS, the City of Saint Paul, Department of Parks and Recreation has received \$70,000 from the Minnesota China Friendship Garden Society for the St. Paul - Changsha China Friendship Garden project; and

WHEREAS, the City of Saint Paul, Department of Parks and Recreation wishes to accept said \$70,000 from the Minnesota China Garden Friendship Society for the project; and

WHEREAS, this project positively impacts Phalen Regional Park and the City of Saint Paul with the installation of the Hmong Cultural Plaza; and

WHEREAS, it is the desire of the Department of Parks and Recreation to accept the funds and to amend the financing and spending budget for the 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, funds of \$70,000 in excess of those estimated in the 2023 Capital Improvement Budget; now, therefore, be it

RESOLVED, by the City Council of the City of Saint Paul, upon recommendation of the Mayor and the advice of the Long Range Capital Improvement Budget Committee, that \$70,000 is available for appropriation in the 2023 Capital Improvement Budget, and said 2023 budget, as heretofore adopted by the Council, is hereby amended; and, be it

FURTHER RESOLVED, that the City of Saint Paul accepts the funds from the Minnesota China Friendship Garden Society and thanks the Minnesota China Friendship Garden Society for their generous gift.

[..Financial Analysis](#)

See Attachment

**City of Saint Paul Financial Analysis**

1	File ID Number:	RES PH 23-xxx		
2				
3	Budget Affected:	CIB Budget	Parks and Recreation	Capital
4				
5	Total Amount of Transaction:	70,000.00		
6				
7	Funding Source:	Grant		
8				
9		Appropriation already included in budget?	No	
10				
11	Charter Citation:	10.7.1		
12				

**Fiscal Analysis**

Amending the 2023 Capital Improvement Budget financing and spending plan in the Department of Parks and Recreation in the amount of \$70,000 to reflect contributions from the Minnesota China Friendship Garden Society for the St. Paul - China Friendship Garden 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	40041900	76805	Capital Expenditure		-	70,000.00	70,000.00
TOTAL:					-	70,000.00	70,000.00

**Financing Changes**

*(Action Accomplished)*

GL Annual Budget					CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description		BUDGET	CHANGES	BUDGET
1	40041900	55505	Outside Contributions and Donations		-	70,000.00	70,000.00
TOTAL:					-	70,000.00	70,000.00

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

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

**Spending Changes**

*(Action Accomplished)*

Life to Date Activity Budget					CURRENT		AMENDED
Activity Group	Activity	Account Category	Description		BUDGET	CHANGES	BUDGET
C-FMSCAP	C193E27601180	76010	Land Improvements		888,000.00	70,000.00	958,000.00
TOTAL:					888,000.00	70,000.00	958,000.00

**Financing Changes**

*(Action Accomplished)*

Life to Date Activity Budget					CURRENT		AMENDED
Activity Group	Activity	Account Category	Description		BUDGET	CHANGES	BUDGET
C-FMSCAP	C193E27601180	43410	State of MN DEED		500,000.00	-	500,000.00
C-FMSCAP	C193E27601180	55505	Outside Contributions and Donations		388,000.00	70,000.00	458,000.00

71  
72

TOTAL: 888,000.00 70,000.00 958,000.00





STPAUL.GOV



**CITY OF SAINT PAUL**

# **CIB Capital Maintenance 2023**





## Background

- Capital maintenance cycle typically happens biennially
- \$3 million available each cycle (\$1.5 million in each year)
- Review and recommendation by Capital Maintenance Team
  - Dept Staff
  - CIB Members



## Plan for 2023 Capital Maintenance Process

- Additional \$24 million in capital improvement bonds made available for capital maintenance by utilizing sales tax bonds for other projects
- Estimated backlog of \$X million in deferred maintenance projects
- Two Phases for 2024
  - Phase 1: Fund previously identified projects
  - Phase 2: Review and determine new projects for balance of funding



# Phase 1

- Phase 1 Process:
  - Fund capital maintenance proposals reviewed in 2021 process but not funded
  - Review unfunded proposals to verify need, scope and costs – review by OFS/Design & Construction staff and department facility managers
  - Make adjustments as need to unfunded projects:
    - Increase amounts for some
      - Reflect cost inflation
      - Include contingency
      - Include project management fees
      - Minor adjustments in project scope
    - Split costs between Phase 1 and Phase 2
      - Provide initial design/engineering/construction funding in Phase 1
      - Identify (but not guarantee) additional funding needed in Phase 2 to fully complete project
    - Delay until Phase 2 process – need more time/information
- Seek CIB Committee review/approval of recommended Phase 1 list, begin project implementation



# Phase 1

- Phase 1 funding recommendations by department:

○ DSI	\$1,206,817	18.8%
○ Fire	\$289,939	4.5%
○ Libraries	\$123,224	1.9%
○ OFS/Fleet	\$0	0.0%
○ Parks & Recreation	\$2,826,400	44.1%
○ Police	\$187,336	2.9%
○ Public Works	<u>\$1,777,390</u>	<u>27.7%</u>
TOTAL	\$6,411,106	100.0%

- The remainder of the \$24 million will be allocated through the Phase 2 process later this year



## Phase 2

1. Establish evaluation criteria for proposed projects
2. Solicit new project submissions from departments
3. Community engagement opportunities around proposed projects
4. Form CIB subcommittees to rate projects
5. Capital maintenance team (CIB members + staff) create preliminary recommendation
6. Full CIB committee reviews preliminary recommendation and makes changes
7. Full CIB committee votes on final recommendation



## Phase 2

### Potential Rating Criteria

- Facility Condition Index
- Public Safety
- Accessibility
- Socio-Geographical Equity
- Environmental Sustainability



# Timing

- Phase 1 – Administrative Order in April or May
- Phase 2 – Summer kick off with completion before end of the year

# CDBG Overview

April 10, 2023



**SAINT PAUL**  
MINNESOTA

[STPAUL.GOV](http://STPAUL.GOV)





## Community Development Block Grant (CDBG)

- *Program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.*



# National Objectives

- Benefit Low to Moderate Income Persons
- Slum-Blight Removal



# Consolidated Plan Goals

- Development of New Housing
- Housing Rehabilitation
- Economic Development
- Remediation of Substandard Properties
- Public Improvements



## Eligible Outcomes

- **Low/Mod Housing (LMH):** Provide housing for households at or below 80% Area Median Income
- **Low/Mod Job Creation (LMJ):** Create Jobs available to low/mod persons
- **Low/Mod Service Area (LMA):** Provide goods or services to an area comprised of a minimum of 51% low/mod persons
- **Low/Mod Limited Clientele(LMC):** Provide goods or services to a specified group of persons who are comprised of a minimum of 51% low/mod persons



# Critical Timeframes

- 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.



# Subgrantee Risk Rating

- 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



# Subgrantee Risk Rating

- Medium or High risk rating does not preclude an organization from receiving funds; it does dictate the level of oversight the City must provide.
  - **High** – If a subgrantee exceeds five or more of the eight risk thresholds, they will be deemed to be high risk for the current monitoring year. Or, if any instances of risk are immediately impactful and have significant financial risk as determined by Project staff and management, they may be flagged as high risk.
  - **Medium** – Subgrantees with 2-4 flags are considered medium risk.
  - **Low** – subgrantees with 1 or no flags in the six criteria will be considered low risk.