



City of Saint Paul
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SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING

Monday, April 15, 2013 at 3:30 p.m.

City Hall Room 40 Conference Room – Note Location Change

MEETING MINUTES

Members Present:	Monica Bryand, Kellie Charles Connor, Jacob Dorer, Diane Gerth, , Jane Lyon Lee, Melanie McMahon, Gene Olson, Carrie Pomeroy, Paul Sawyer, Darren Tobolt, Gary Unger,
Members Excused:	Deb Jessen, Dave Pinto, Michael Steward, D'Ann Urbaniak Lesch
Members Absent:	
Visitors and City Staff Present:	Daley Lehmann, John McCarthy - OFS Paul Kurtz – Public Works Jane McClure – Villager/Monitor

1. Convene

Meeting convened at 3:37 p.m.

2. Approval of Agenda

Mr. Olson moved approval; Ms. Bryand seconded; all approved.

3. Approval of March 11, 2013 Meeting Minutes

Ms. Bryand moved approval; Mr. Olson seconded; all approved.

4. Chair's Comments

Ms. Gerth asked rhetorically, "where the heck is spring?"

5. Action Items

Public Works – Paul Kurtz

RES PH 13-80: Amending the financing and spending plans in the Department of Public Works in the amount of \$811,000.00 in additional revenues and \$ 724,192.72 for transfer of appropriations to cleanup, realign, and close out projects.

Mr. Kurtz explained that this is a cleanup resolution. He noted that the Public Works department is trying to clean up its outstanding capital projects in advance of converting to a new financial system.

Mr. Kurtz explained that the resolution makes adjustments to various Public Works capital projects to achieve at least one of the following:

1. Add new revenues to projects (e.g., Mn/DOT, etc.) to revise budgets to reflect what the City actually received in revenue and actually spent.
2. Transferring funds from annual programs into specific projects where the work will take place.
3. Adding sewer and water financing to 2011 and 2012 RSVP programs.
4. Closing out projects that are complete or that are not going forward. For example, the Burns Ave Lighting project had \$58K of MSA left over. Public Works is proposing to combine that with MSA contingency and put it into the Traffic Signal program because they have been doing a lot of work on signal improvements and needed some additional funding.

Mr. Olson moved approval; Ms. Bryand seconded.

Mr. Dorer asked if the Burns Ave lighting projects was submitted in the last CIB cycle.

Mr. Kurtz responded that the project, Burns Ave Lighting - Suburban to Ruth was a 2010 capital project, so it would have been submitted in the 2009 cycle.

All approved.

6. 2014 – 2015 CIB Process Discussion

Ms. Gerth brought up an incident that took place at a Community Facilities task force meeting. She stated that one of the things task force chairs have been working on this process is to make sure that task force members are treating presenters – both staff and community members with respect. Ms. Gerth explained that the Director of the Hallie Q. Brown organization was presenting his proposal at a recent Community Facilities meeting and a task force member asked inappropriate questions about the organization. Explaining the nature of the comments, Ms. Gerth stated that for the executive director of Hallie Q. Brown to be accused of running a racist organization was completely inappropriate.

Ms. Gerth told the Committee that the incident was brought to her attention by Ms. Bryand. She also explained that she called the executive director, Mr. Palmer, and expressed her sincere apologies that he was treated so poorly. Ms. Gerth informed the Committee that Mr. Palmer sent her a letter and it was shared with the Mayor's Office.

Ms. Gerth explained to the Committee the commitments that both she and representatives from the Mayor's Office have made to Mr. Palmer in response to this unfortunate incident. Ms. Gerth detailed the plans for follow up: first, Ms. Gerth will make an announcement at the next Community Facilities task force meeting to let members know that the Committee values their input but not their prejudices and the Committee will not take that into account; second,

the Mayor's Office has also committed to making more diverse appointments to the CIB Committee; third, Ms. Gerth committed to looking into training for task force chairs in future cycles on how to recognize and respond when task force members are not fully respectful of presenters and the process; fourth, there will be a discussion at the City Council level on making sure district councils appoint task force members who are not going to be disruptive and disrespectful.

The Committee further discussed the incident at the Community Facilities task force meeting. Several Committee members who serve on the Community Facilities task force noted that this was not an ongoing line of questions, but rather the remarks of one specific individual, with no support from anyone else on the task force.

Ms. Gerth stated that Mayor has issued a letter that was both an apology to Mr. Palmer and a commitment to create a more inclusive Committee.

The Committee discussed the difficulty of expanding participation in the CIB process.

The Committee also discussed the need for district councils to vet people prior to appointing them to task forces.

Ms. Bryand stated that district councils need to inform their members that they need to be respectful if they want to participate in the CIB process.

Mr. Sawyer stated that the Committee should set up some method of accountability, to make it known that the Committee can remove people who are being disrespectful. He further explained that district councils need to understand that a task force member is representing their district and if they do something inappropriate it reflects badly on the district council, the executive director, and the proposals from that district.

Ms. Bryand stated that she has been on the CIB Committee for almost 10 years, and has been to many community meetings. She further explained that she spoke with Mr. Palmer, and could relate to what he experienced. Ms. Bryand noted that often district councils get people of color to show up to meetings and they don't come back because of negative experiences. She stated that she has stuck it out and now is the time to change. She expressed her gratitude to Committee members for their willingness to confront these issues.

The Committee discussed options to broaden participation and improve diversity in both the CIB Committee and task forces. Possible options included changing meeting times and locations, and reaching out to district councils to find out about possible barriers to participation.

The Committee discussed ways to reinforce to task force members that they must be respectful throughout the CIB process. Mr. Dorer suggested that it should be a topic in the task force orientation. Ms. McMahon suggested holding the orientation during the first half hour of the first task force meeting. She further noted that the orientation should explain the values of the CIB Committee and the expected group norms of the task forces, so that it's an ingrained part of the process.

Ms. Bryand noted that she and Mr. Sawyer tried to set the tone at every single task force meeting, reminding members that they need to be respectful. She further stated that a reminder like this should be part of every task force meeting going forward.

Ms. Gerth stated that these were all excellent suggestions, noting that the Committee will need to take action on these suggestions moving forward. She further stated that this unfortunate incident has prompted the Committee to think about ways to improve this process going forward.

Ms. Gerth thanked the Committee for all its hard work, stating that today's conversation was a particularly difficult subject. She also thanked Mr. Tobolt for chairing the most rambunctious task force.

- CIB Committee public hearing planning

The Committee discussed possible locations for the CIB Committee public hearing.

Mr. Tobolt noted that downtown works well because there is bus access, available parking in both ramps and free on-street parking, and because of its central location.

Ms. Charles suggested that if the Committee were to move the public hearing outside of downtown this year, then the location should be rotated every year, so that no district receives an unfair advantage.

Ms. Gerth proposed that the Committee hold the hearing downtown this year and then look into having a "travelling roadshow" in the future.

Mr. Swayer agreed noting that it would help further the Committee's goal of reaching out to district councils.

7. Adjourn

The meeting adjourned at 4:27 p.m.

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