



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

Monday, October 14, 2013 at 3:30 p.m.

City Hall Room 42 Conference Room – Note Location Change

MEETING MINUTES

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

1. Convene

The meeting convened at 3:42 p.m.

2. Approval of Agenda

Ms. Gerth made a motion to move the Library action item in front of the two Public Works items.

Mr. Sawyer moved approval; Mr. Olson seconded. All approved.

3. Approval of September 9, 2013 Meeting Minutes

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

4. Chair's Comments

Ms. Gerth reminded everyone that the Capital Maintenance Committee was coming up and would like to hear from members of the CIB committee on who would like to volunteer to serve.

5. Action Items

Library – TBD

Res 13-246: Amending the financing and spending plans in the Library Agency's budgets for the Highland and Sun Ray branch renovation projects in the amount of \$950,000 in private donations, and (\$2,000,000) in reduced project budgets to clean up and close out double-budgeted projects.

Mr. McCarthy started the Library resolution discussion with the history financing for the improvements to the two libraries. Mr. McCarthy explained that the projects were originally approved in the 2012-2013 capital budget but the projects were delayed, so the City will sell the bonds in 2014. It was also explained that there is a technical cleanup in this resolution to close the two old projects and move them to the 2014 CIB.

Ms. Hadley then explained that the Friends of the Library capital campaign was going well and there were hopes to raise \$7.8m in private donations for 3 library renovations, Sun Ray, Highland, and Central. The Central Library renovations will be financed solely through donations. Ms. Hadley further went on to talk about how the library has been able to retain an architecture firm to get input from the neighborhood and then design the renovations. The Library went through an RFP process, which included interviewing 4 firms before a firm was selected. The Library department hopes to have Sun Ray back open by the end of the fall 2014, but expects Highland to take a little longer to reopen due to it being a more extensive project. The Library system has worked out a "contingency" plan to handle book traffic from the two down libraries so that nothing will be interrupted in any sector of the City. Ms. Hadley also explained that the Library will be installing several "airport lockers" systems to have materials that are reserved picked up by library patrons.

Mr. Olson moved approval; Ms. Bryand seconded. All Approved.

Public Works – Paul Kurtz

Res 13-277: Amending the financing and spending plans in the Department of Public Works in the amount of \$964,646.51 in additional revenues, \$306,062.39 for transfer of appropriations, and \$4,198,421.19 in reduced project budgets to cleanup, realign, and close out projects.

Mr. Kurtz began the conversations about the Public Works resolutions by mentioning that this is the 4th clean-up resolution this year. Public Works is making a concerted effort to close out older projects and be more transparent in their budgeting. Mr. Kurtz said that he expects at least one more clean-up resolution to come before the CIB committee by the end of the year. Mr. Kurtz wanted to make sure that the Committee knew the difference between MSA and MSA contingency and CIB and CIB contingency. Mr. Kurtz explained that he was moving MSA/CIB money into its corresponding contingency fund. The contingency funds were used when a project needs money but there is no funding available or when projects are already approved but are now over budget.

Mr. Unger wanted more clarification for the CIB committee regarding MSA projects versus CIB projects.

Mr. Kurtz explained that only MSA dollars can be used on MSA streets. Roughly 20% of the roadways in the City, about 160 miles, are designated MSA streets. MSA dollars are generated by several criteria, but the two main ones are population and need for street construction/maintenance money. Mr. Kurtz further explained that the City has designated the highest used roads as MSA streets so that funding will be available for construction and maintenance. Mr. Kurtz also went on to say that if the designation needs changed, such as

a street becomes a major thoroughfare, the City has the option on changing it. St. Paul is allowed to reconfigure roadways when necessary. Mr. Kurtz wanted the committee to know that the City gets about \$10 million annually from the State for MSA, which is traditionally 65% used for capital construction and 35% for maintenance.

Mr. Steward asked a question about the resolution's financing. There is an item that "removes obsolete financing", and he wanted further explanation.

Mr. Kurtz explained that these are older projects that had funds budgeted that never came through or were never received.

Ms. Bryand moved approval, Mr. Sawyer seconded. All approved.

Res 13-278: Amending the financing and spending plans in the Department of Public Works in the amount of \$2,432,000 in additional revenues for water and sewer in 2013 RSVP Program.

Mr. Kurtz began the discussion by explaining what the RSVP program was and how the water and sewer component tied into financing. He mentioned that through the RSVP reconstruction of roads, Public Works pays for the water and sewer portion of the project. The idea behind this is that when the city opens up the road, there only has to be one construction project. With the construction underway, Water and Sewer can change/maintain the pipes below the surface. It is unknown how much work is going to be done below the surface when the construction is being planned, so Public Works pays for all initial work, and then is reimbursed after the fact. The resolution is for the reimbursement to the RSVP program/Public Works by Water and Sewer.

Mr. Unger asked about upgraded lighting throughout the City as part of the RSVP program.

Mr. Kurtz said that the plan was to retrofit the entire City. The lighting that was settled on for citywide installation came after the RSVP program started, so a few streets that have already been reconstructed might have different lighting.

Mr. Sawyer moved approval, Ms. Bryand seconded. All approved

6. Reminder of 2014-2015 Capital Maintenance Program

The CIB Committee was reminded about the Capital Maintenance Program at the beginning of the meeting.

7. Reminder that November meeting will be held on November 18th

Ms. Gerth reminded everyone that the next meeting will not be until November 18th due to Veteran's Day.

8. Adjourn

Mr. Olson moved approval, Mr. Unger seconded. All approved. Adjourned at 4:15.

Staff:

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