



CITY OF WEST ST. PAUL
1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

OPEN COUNCIL WORK SESSION
MUNICIPAL CENTER
LOBBY CONFERENCE ROOM
December 12, 2016
5:00 p.m.

1. Roll Call
2. Approve Agenda
3. Review The Regular Meeting Consent Agenda
4. Agenda Item(S)
 - 4.A. Discussion Of SMFD Board Appointment
Estimated Time Required: 10 minutes. Requested by Councilmember Armon
Documents:

[SMFD BOARD APPOINTMENT.PDF](#)
 - 4.B. Review Of Sports Complex Capital Improvement Project
Estimated Time Required: 20 minutes
Documents:

[ATTACHMENT - SPORTS COMPLEX TRAIL.PDF](#)
[COUNCIL REPORT - DISCUSSION OF SPORTS COMPLEX PHASE 2 IMPROVEMENTS.PDF](#)
 - 4.C. City Manager Performance Review
Estimated Time Required: 50 minutes Closed Meeting Pursuant to MN Statute 13D.05, Subd. 3. (a)
5. Adjourn

If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting
www.wspmn.gov EOE/AA

TO: Mayor and City Council
FROM: Matt Fulton, City Manager
DATE: December 12, 2016
SUBJECT: Appointment to South Metro Fire
Department Board of Directors



City of West St. Paul

BACKGROUND INFORMATION : With the departure of Councilmember Armon from the City Council, a vacancy will result on the South Metro Fire Department Board effective at the end of the year. This vacancy needs to be filled by a member of the West St Paul City Council. The Joint Powers agreement with the SMFD includes the following guidance relating to the appointment process:

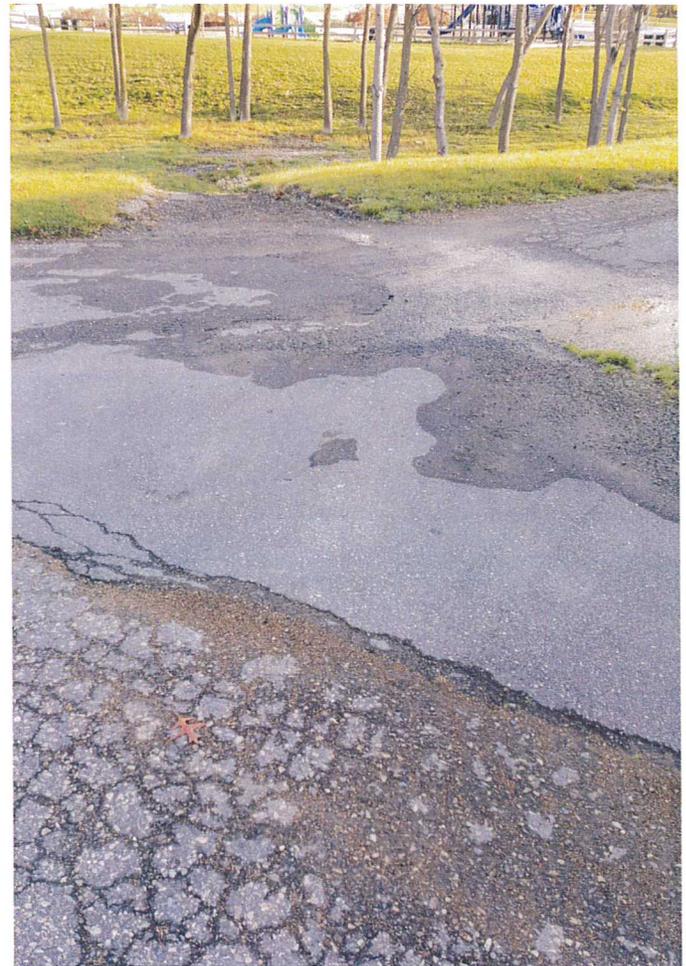
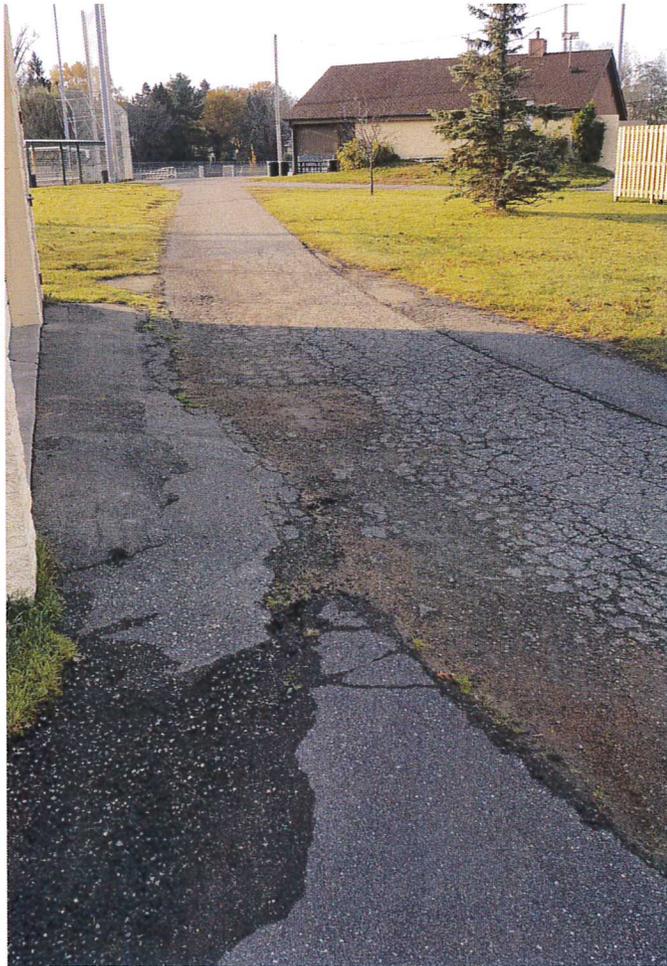
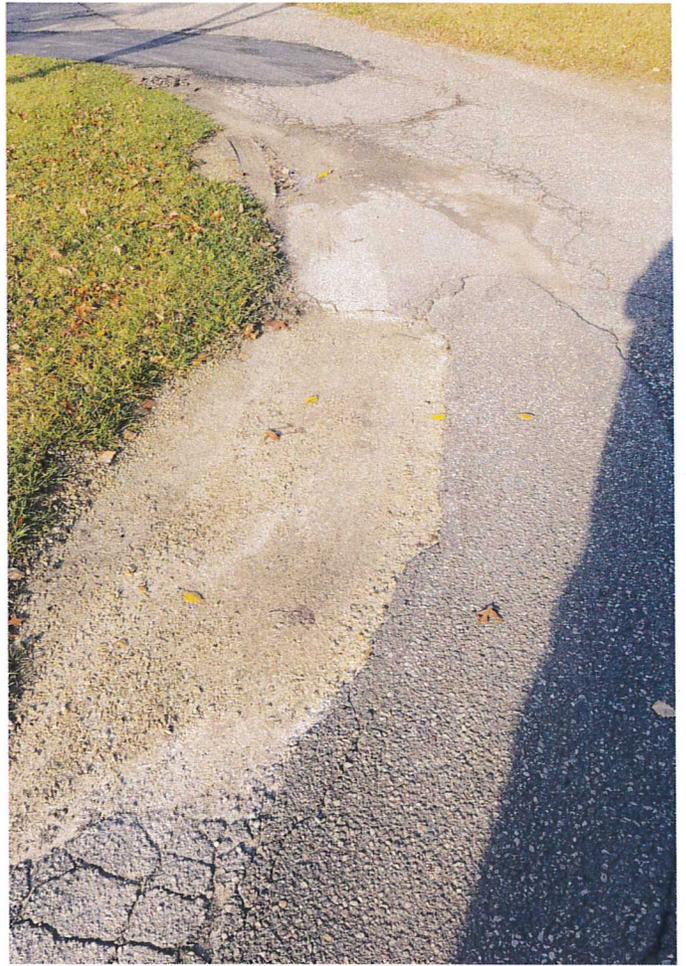
Section 3.1. The governing body of the Fire Department is its Board of Directors. The Board consists of 5 members selected as follows:

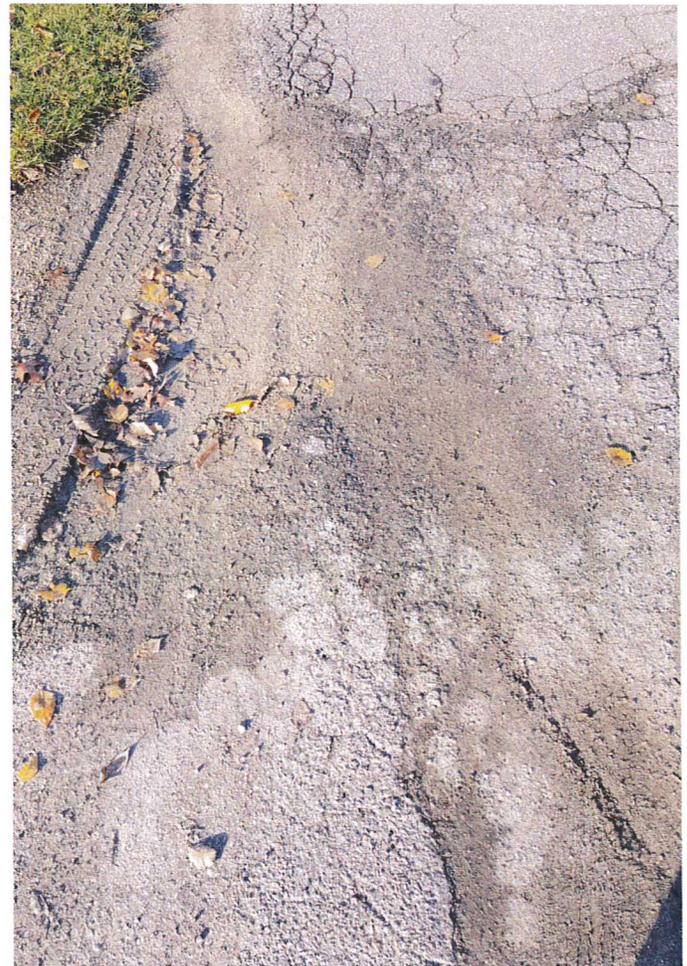
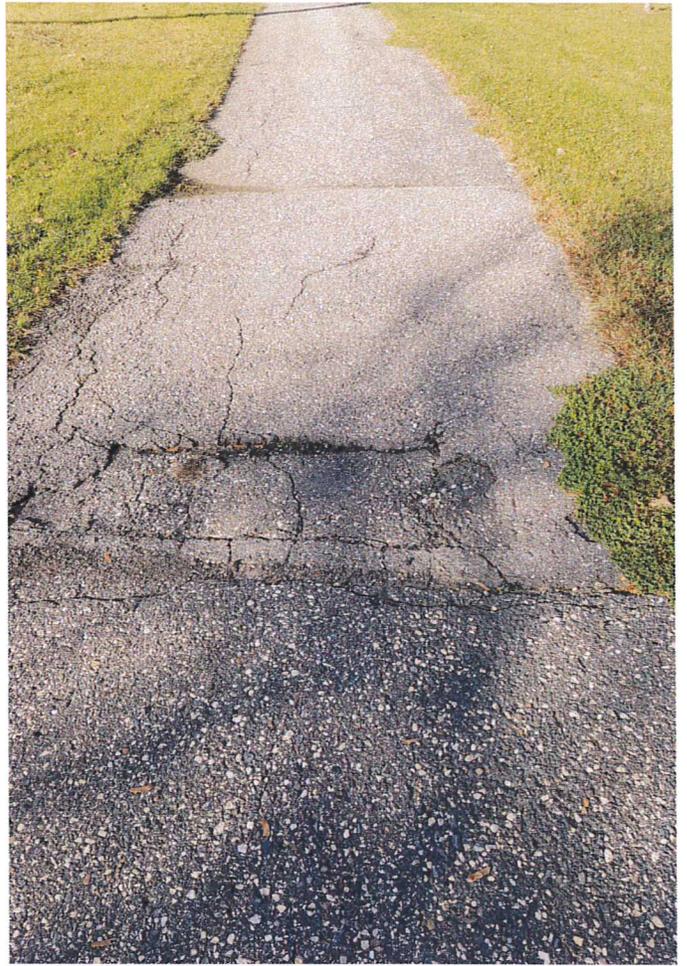
- a. Two members of the City Council of the City of South St. Paul, appointed by the City Council;
- b. Two members of the City Council of the City of West St. Paul, appointed by the City Council;**
- c. One public member, not an employee of either City or of the Fire Department, not a resident of either City nor having been employed in the fire service of any governmental unit, appointed as follows:
 - i. The Board shall approve three (3) names for consideration by each City Council.
 - ii. Each City Council shall rank each nominee by the number one, two, or three in the order of its preference – where one (1) is the highest preference. If a nominee receives the same ranking on each list, that nominee shall be appointed. If more than one nominee receives the same ranking, the nominee with the highest ranking shall be appointed.

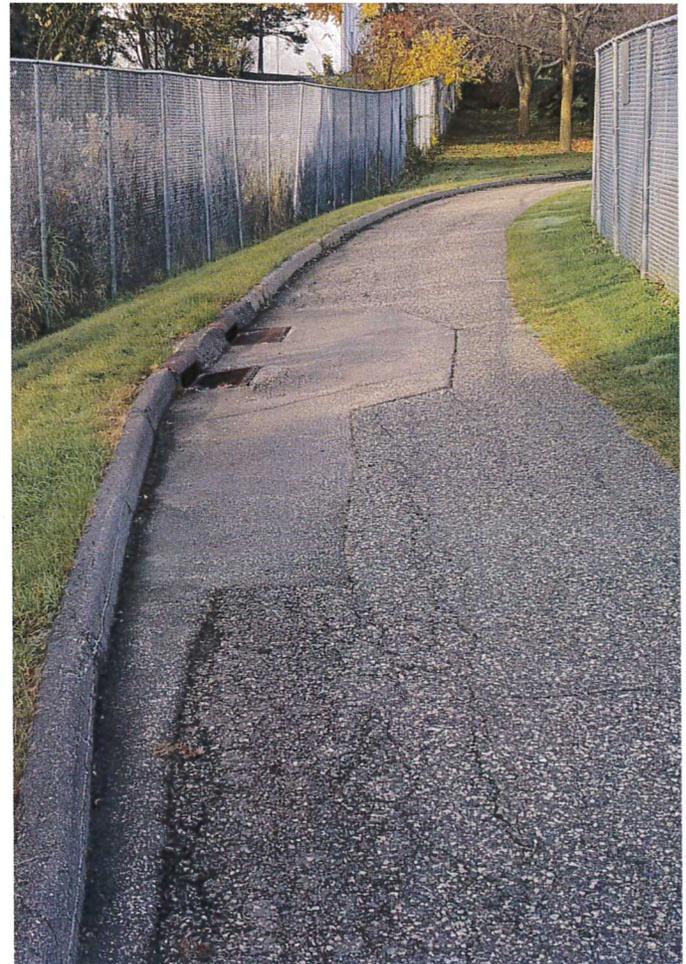
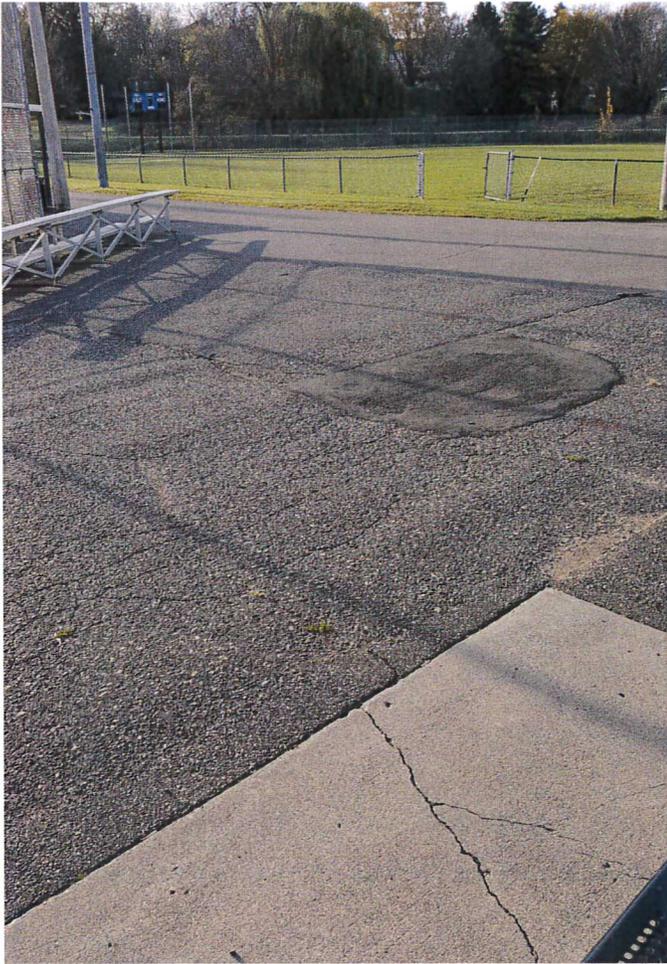
If a nominee is not appointed within 30 days from receipt of the list by the City Councils, the list without rankings shall be submitted to the Chief Judge of the Dakota County District Court to select and appoint the public member from the list.

There are two members of the City Council who have indicated an interest in serving on the SMFD Board of Directors. Councilmember Bellows and Napier have each expressed interest in serving.

Staff Recommendation : The City Council should make an appointment to the South Metro Fire Department







TO: Mayor and City Council
THROUGH: Matt Fulton, City Manager
 Ross Beckwith, PW & Park Director/City Engineer
FROM: Dave Schletty, Asst. Parks & Rec. Dir.
DATE: December 12, 2016
SUBJECT: Discussion of Sports Complex Phase 2 Improvements



City of West St. Paul

BACKGROUND INFORMATION:

At the October 10, 2016 Work Session the Phase 2 improvement for 2017 were discussed. A total of \$1.25 million was budgeted for this project (LGA funds). Staff had put together a list of recommended improvements along with a proposed budget for each item, listed by priority. Council asked staff to refine the budget and improvement list to only include necessary improvements and reduce the budget to under \$800,000. (The extra money would be spent on other high priority park projects.) Council had asked about scaling back the trail replacement, but staff believes overlaying the entire trail is important, as it is in very poor condition and scattered patching would not be the best option (See attached photos). The refined improvements and budgets are listed below.

FISCAL IMPACT:

The itemized Phase 2 improvements and budget:

- Trail Overlay \$50,000
- Parking Lot Pavement Replacement \$170,000
- Concrete Plaza/Walkways \$60,000
- Fix Field Drainage \$20,000
- Replace Field Lighting \$445,000
- Replace Irrigation \$80,000
- Renovation of Buildings \$20,000
- Site Lighting \$5,000
- Rehab Storage Building \$5,000
- Horseshoe Court Rehab \$90,000

Total \$945,000.00

In order to keep costs down, items were removed from the original scope of the project. Field modifications, IT (Security), parking lot expansion, replacement of the storage building and scoreboards were all removed. The building renovations budget was also reduced. These additional items can be programmed in the future as necessary. Staff intends to perform in-house design/bid/construction oversight where applicable.

		Amount
Fund:	413	
Department:	45000	
Account:	40530	\$945,000.00

STAFF RECOMMENDATION:

Staff recommends the City Council discuss the proposed improvements, budget and any other options for phase 2 of the Sports Complex improvements, and authorize staff to proceed with the work.