



The Most Livable
City in America

2011 ADOPTED BUDGET

City of Saint Paul, Minnesota

Mayor Christopher B. Coleman

Photo and Design Credits

The cover highlights just a few of the many things that make Saint Paul the most livable city in America – diverse and connected communities, stimulating and engaging cultural events, state of the art community resources, outstanding parks and historical landmarks, and a thriving business center.

Photo Credits:

- Festival of Nations. Photo courtesy of Pat Laurel, Visit Saint Paul.
- Marathon at Winter Carnival. Photo courtesy of Pat Laurel, Visit Saint Paul.
- Ordway Center. Photo courtesy of the Ordway Center for the Performing Arts.
- Buzz and Neil at the Como Zoo Polar Bear Odyssey. Photo courtesy of Saint Paul Parks and Recreation.
- Rice Park and Landmark Center. Photo courtesy of Pat Laurel, Visit Saint Paul.
- Saint Paul Skyline. Photo courtesy of Saint Paul Riverfront Corporation.

Cover design and layout by Joan Chinn, Graphic Designer, City of St. Paul

City of Saint Paul
2011 Adopted Budget

Table of Contents

<u>Page</u>		<u>Page</u>
Acknowledgment	2	Department and Office Summaries:
Form of Government	3	City Attorney
Organizational Chart	4	City Council
Boards and Commissions	5	Emergency Management
Budget Process	6	Financial Services
Budget Cycle	7	Fire and Safety Services
Content and Other Publications	8	General Government Accounts
City of Saint Paul's New Chart of Accounts.....	9	Human Resources.....
Overview of All Agency Budgets	11	Human Rights and Equal Economic Opportunity
City Funds Composite Summary	15	Mayor
General Fund Summary	23	Parks and Recreation
Special Fund Summary	31	Planning and Economic Development.....
Debt Service.....	37	Police.....
Major General Fund Revenues	43	Public Health
		Public Works
		Safety and Inspection.....
		Technology.....
		Appendix
		Adopted Budget Resolutions
		Glossary



Prepared by:

Office of Financial Services
700 City Hall
15 West Kellogg Boulevard
Saint Paul, MN 55102-1658
(651) 266-8797
Website: www.ci.stpaul.mn.us

Margaret Kelly, Director

Scott Cordes, Budget Manager

Chris Eitemiller, Senior Budget Analyst
John McCarthy, Budget Analyst
Susan Melchionne, Budget Assistant
Betsy Hammer, Budget Intern
Nancy Denkinger, Office Assistant

Description of Saint Paul’s Form of Government

The City Charter provides for a municipal corporation governed by an elected chief executive, the Mayor, and an elected legislative body, the City Council. The form of government is commonly referred to as “strong Mayor-Council”. Elections are held in November of odd-numbered years, with a four-year term for the Mayor and four-year terms for Council members. Each of the seven Council members is elected from a separate ward. The seven wards are approximately equal in population.

The Mayor recommends appointments for department/office directors and members of boards and commissions for Council approval, and is responsible for the direction and control of departments and offices. The Mayor recommends policies and budgets to the City Council. The Mayor exercises all powers and performs all executive duties given by the city charter, city ordinances and state laws. The Mayor has the authority to veto Council actions. The Council can override the Mayor’s veto with a minimum of five votes.

The Council is the legislative body, setting policies by enacting ordinances and resolutions. It can monitor and maintain liaisons with community groups to assure adequate citizen participation. The Council analyzes, adopts and monitors the city budget. Council members prepare and promote the City’s legislative program. They serve on boards and commissions of certain intergovernmental agencies.

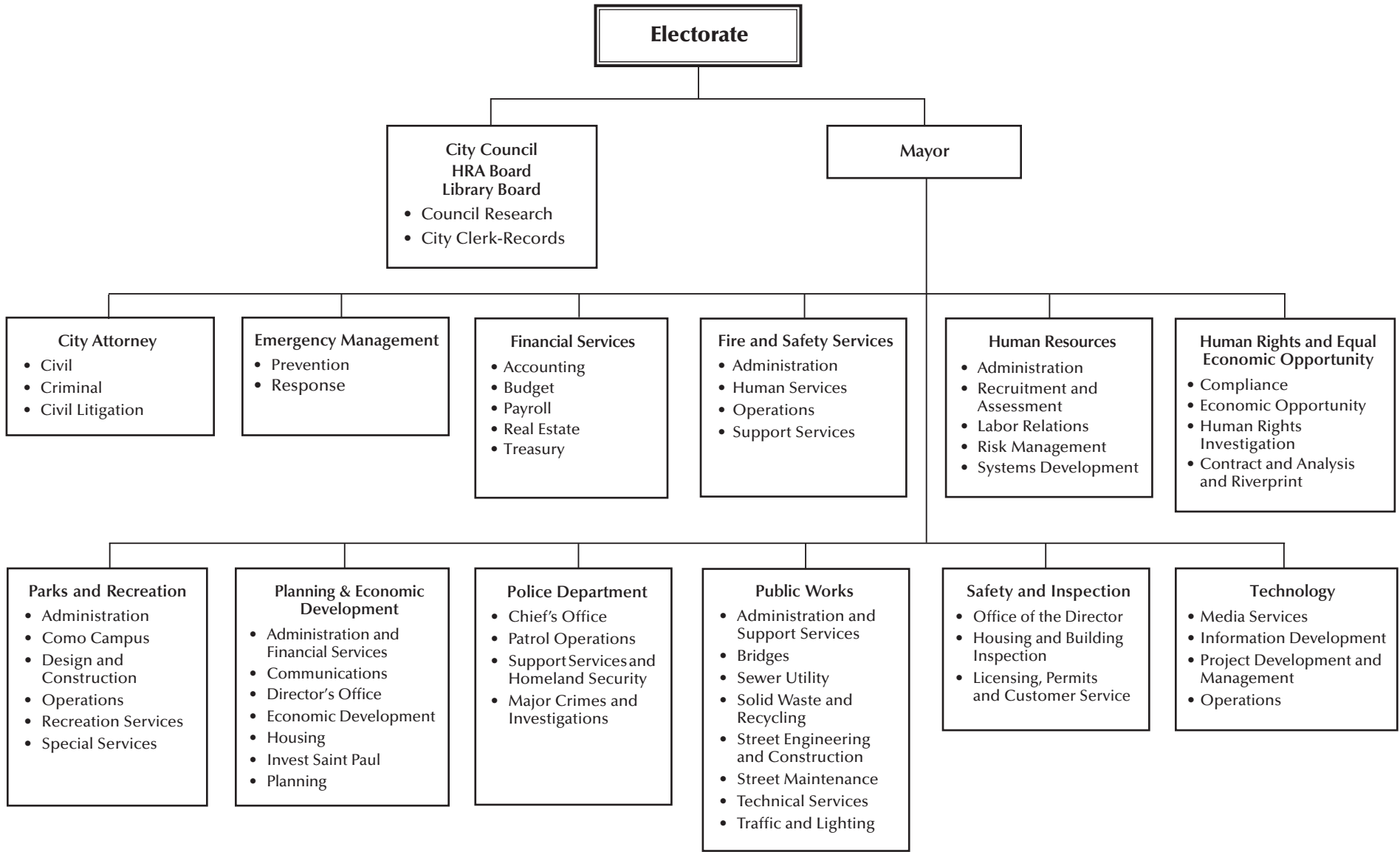
Elected Officials			Appointed Officials		
Office	Name	Term Expires	Department/Office	Director’s Name	Term Expires
Mayor	Christopher B. Coleman	01-01-2014	City Attorney	Sara Grewing	*
			City Clerk	Shari Moore	*
Council members:			Emergency Management	Rick Larkin	*
Ward 1	Melvin Carter	01-01-2012	Financial Services	Margaret Kelly	*
Ward 2	Dave Thune	01-01-2012	Fire and Safety Services	Tim Butler	2013
Ward 3	Patrick Harris	01-01-2012	Human Rights and Equal		
Ward 4	Russ Stark	01-01-2012	Economic Opportunity	Luz Frias	*
Ward 5	Lee Helgen	01-01-2012	Human Resources	Angie Nalezny	*
Ward 6	Daniel Bostrom	01-01-2012	Mayor – Deputy Mayor	Paul Williams	*
Ward 7	Kathy Lantry	01-01-2012	Mayor – Chief of Staff	Erin Dady	*
			Parks and Recreation	Michael Hahm	*
			Planning and Econ. Dev	Cecile Bedor	*
			Police	Thomas Smith	2016
			Public Libraries	Katherine Hadley	*
			Public Works	Rich Lallier	*
			Safety and Inspection	Ricardo Cervantes	*
			Technology	Andrea Casselton	*
			Regional Water Services	Steve Schneider	**

* Serves at pleasure of the Mayor

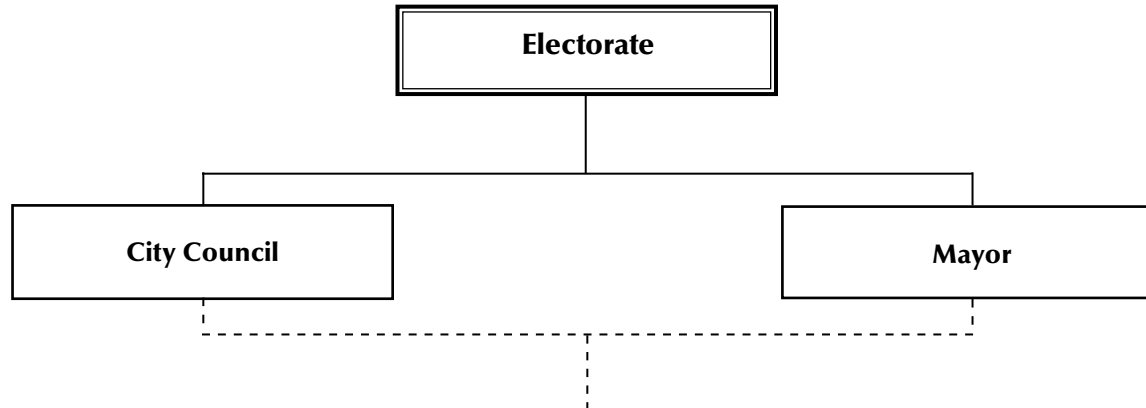
** Serves at pleasure of the Board of Water Commissioners

City of Saint Paul, Minnesota

(Form of Government: "Strong" Mayor, with Seven Councilmembers Elected by Ward)



City-Appointed Boards and Commissions



- | | | |
|--|--|---|
| <ul style="list-style-type: none"> • Advisory Committee On Aging • Affirmative Action Advisory Committee • Saint Paul Airport Relations Council • Bicycle Advisory Board • Business Review Council (BRC) • Capitol Area Architectural Planning Board • Compete St. Paul Board • Cultural Capital Investment Program (Cultural STAR Board) • Police Civilian Review Commission • Saint Paul Civil Service Commission • District Energy Board of Directors • Fair Housing Council • Food and Nutrition Commission | <ul style="list-style-type: none"> • Saint Paul-Ramsey County Health Services Advisory Committee • Heritage Preservation Commission • Ramsey County/City of Saint Paul Homeless Advisory Board • Saint Paul Human Rights Commission • Long-range Capital Improvement Budget (CIB) Committee of Saint Paul • Mayor's Advisory Committee For People With Disabilities • Metropolitan Library Services Agency • Minnesota Landmarks Board • Mississippi Water Management Organizations • Saint Paul Neighborhood Network (SPNN) • Neighborhood Sales Tax Revitalization (STAR Program) | <ul style="list-style-type: none"> • Neighborhood Advisory Committee (Hubert H. Humphrey Job Corps Center) • Our Fair Carousel Board • Saint Paul Parks and Recreation Commission • Saint Paul Planning Commission • Saint Paul Port Authority • Saint Paul Public Housing Agency (PHA) • St. Paul RiverCentre Convention and Visitors Authority • Truth in Sale of Housing Board of Evaluators • Board of Water Commissioners • City-County Workforce Investment Board • Saint Paul-Ramsey County Health Services Advisory Committee • Youth Fund Board • Board of Zoning Appeals |
|--|--|---|

Budget Process

The budget process is designed to conform with Minnesota law, the City charter and the legislative code. The process to develop the budget commences in February.

January - March

The budget for the following year is finalized during this time. This includes preparing, printing and distributing books reflecting the adopted budget. The accounting section of the Office of Financial Services prepares the annual financial report for the previous year. During this time, the “base budget” for the upcoming year is identified.

April - June

Forms, instructions, printouts and the Mayor's guidelines are distributed to departments. These tools are used to plan for and develop operating budgets. Department management and staff identify objectives, performance indicators and the resources needed to accomplish goals. Services are reviewed to determine purpose, need and cost-saving ideas.

Department requests for the following year's budget are submitted to the Office of Financial Services in June. After that, each department's budget is analyzed by the OFS budget staff. The Mayor meets with the department directors to discuss their needs and to ensure that budgets meet the service level and taxing objectives that have been established for the City.

July - September

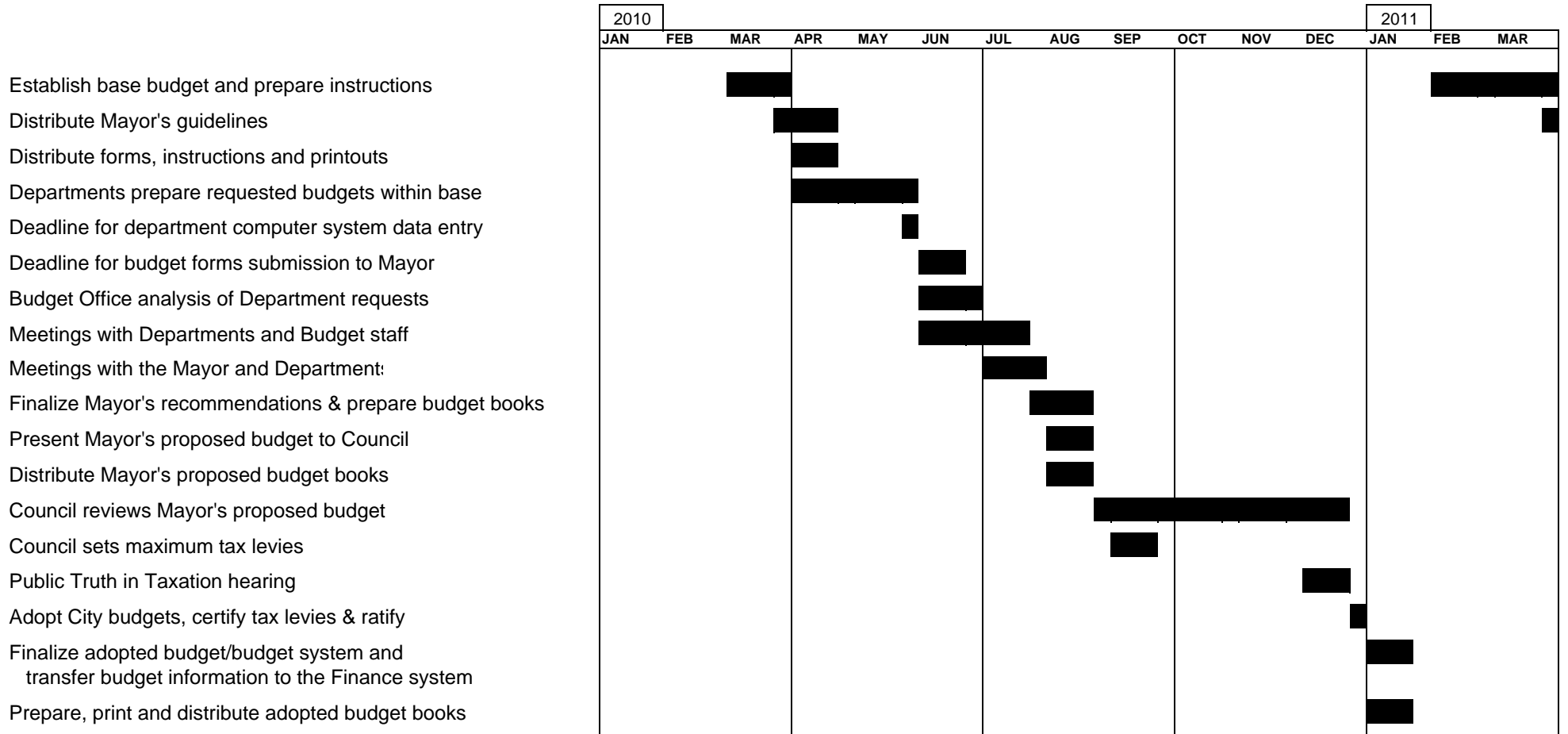
The budget staff finalizes the Mayor's recommendations and produces the Mayor's proposed budget. The Mayor then submits the recommended budget to the City Council by August 15, as required by the City Charter.

In August, the City Council begins reviewing the Mayor's proposed budget. The Council holds meetings with department directors, management and staff to obtain a clear understanding of the department's goals, service priorities and objectives that are represented in the proposed budget. As required by state law, the City Council sets the *maximum* property tax levy in September. Governmental units can adjust budgets, resulting in property taxes that are less than or equal to, but not more than, the maximum levy.

October - December

The City Council holds public hearings on the budget. Ramsey County mails property tax statements to property owners indicating the *maximum* amount of property taxes that the owner will be required to pay. These statements also indicate when the Truth in Taxation (TNT) public hearings will be held. State law requires the City to hold a meeting to give residents the opportunity to comment on the information in their TNT notices. This meeting is held in early December. The City Council then adopts a budget and tax levy for the City. The adopted budget represents changes made by the City Council to the Mayor's proposed budget. The Mayor has line-item veto authority over the Council-adopted budget.

CITY OF SAINT PAUL BUDGET CYCLE



Content and Other Publications

Information Included

This publication contains information on City of Saint Paul operating and debt service budgets. Operating budgets include the general fund and 30 special funds. The capital improvement budget (CIB) is included in a separate document. The Housing and Redevelopment Authority (HRA), Water Utility, RiverCentre, Library Agency and Port Authority budgets are not included because they are separate entities.

Purpose

The goal of this report is to provide taxpayers with an easy-to-use guide to City spending. We have tried to answer the question “Where does the money go?” by providing tables and graphs to display this information. As a staff, we always struggle with what level of detail to show. If we show too little detail, our publications will not answer the questions people most commonly ask. If we show too much detail, the budget documents become extremely large and expensive to print. Poring through them can be daunting, tedious and time consuming.

We hope that this summary will help make taxpayers aware of where the City’s resources come from and where they go. We hope this information will help taxpayers see how state revenues and decisions on property tax classification affect local property taxes. They will understand better how the property tax base affects property taxes. They will also see how difficult it is for decision makers to cut the budget without including some of the services taxpayers tell us they hold most dear, such as police, fire, libraries and parks. These services are such a large portion of the budget, they are difficult to ignore. We believe heightened taxpayer awareness of City programs will increase the quality of public debates on spending and taxes and, ultimately, the quality of public policy.

Budgets, Not Spending

Unless otherwise noted, the numbers in this document are *budget* amounts, not actual spending. Actual spending amounts for past years can be found in a publication called the Comprehensive Annual Financial Report (CAFR). See the following information.

Other Publications and Information

The Office of Financial Services (OFS) publishes this summary document each year to display the Council-adopted budgets. However, to keep printing costs down, it is only available on a limited-distribution basis. OFS also publishes a brochure which contains budget data and demographic information. As time permits, we update a statistical summary with trend information over longer periods of time. All of these publications are available for viewing in Saint Paul Public Libraries, in the Government Documents Section, or by calling the Office of Financial Services at 651-266-8800. Our Web site is www.stpaul.gov. Some budget documents are available on this Web site.

Other publications are listed below. Most of them are also available in Saint Paul Public Libraries. We encourage you to use library copies whenever possible to obtain information, but if you cannot, we have listed publications and contact persons for you.

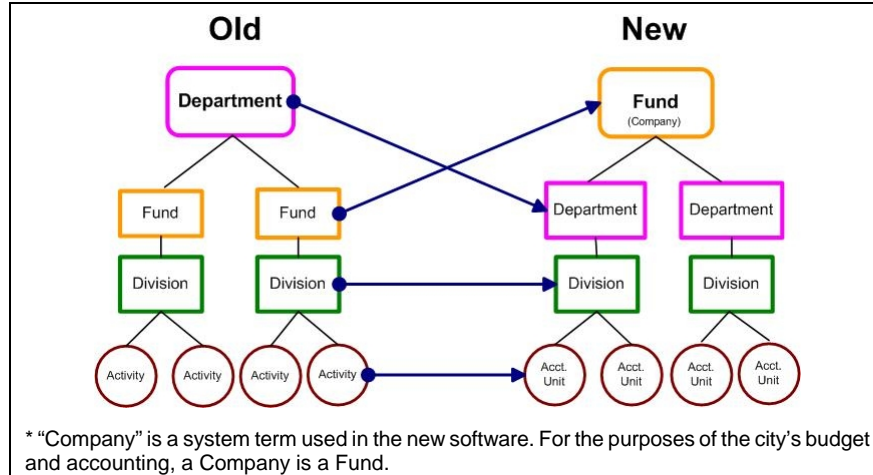
- ❖ Capital Allocation Policy
Contact Allen Lovejoy at 651-266-6226.
- ❖ Comprehensive Annual Financial Report (CAFR)
Contact Jose Jovellana at 651-266-8820
- ❖ General Obligation Debt Overlapping on the Saint Paul Tax Base: Five Year Debt Management Strategy, 2006-2011
Contact Todd Hurley at 651-266-8549
- ❖ Housing and Redevelopment Authority (HRA) Annual Budget and the Comprehensive Annual Financial Report
Contact Jerome Falksen at 651-266-6631
- ❖ Public Library Agency
Contact Susan Cantu at 651-266-7076
- ❖ Port Authority Financial Statements and the Report of Independent Public Accountants
Contact Tom Collins at 651-224-5686
- ❖ Regional Water Services
Contact Ruth O’Brien at 651-266-6322
- ❖ RiverCentre
Contact Cindy Dupont at 651-265-4822

City of Saint Paul's New Chart of Accounts

Background: In 2010 the City of Saint Paul initiated the COMET (City Operations Modernization and Enterprise Transformation) Project that began the transition to an integrated enterprise resource planning system for managing city finances, payroll, procurement and human resources. The budget system and process was the first step of the implementation, which includes better technology for analysis and a more user-friendly interface. Along with the new technology, changes were made to the city's Chart of Accounts (CoA), which is the backbone and organizational structure of the city's finances and accounting. These changes will impact city operations at every level, and have led to important changes to how the city creates and reports its annual operating budget.

Chart of Accounts Changes

This chart illustrates the changes made to the city's chart of accounts in 2011.



In the past, departments occupied the highest level of the hierarchy; now, funds are at the top. This allows one fund to have many departments within it, instead of each department needing its own fund for a particular type of spending and financing. For example, in the old chart both the Parks Department and the Public Works Department had their own fund for their Right of Way (ROW) Maintenance activities. Now, these departments are both included in a single ROW fund. Activities and line items were also adjusted to improve organization and clarity.

The budget system is the first step in a citywide financial systems transformation that will include accounting, payroll, procurement and human resources. Ultimately, these new systems will better align the city's financial structure with best practices, and improve

the fiscal management capabilities of the City of Saint Paul.

Implications for the City's Budget

As a result of these chart changes, the city's budget, as well as how it is reported and presented, has been changed from past years.

Mapping Previous Years' Data – In both the summary sections and the detail reports in this document, information is generally displayed as if the city's new chart had been in place in 2009 and 2010. This allows for a more accurate comparison of data, and eliminates confusion about what changes are attributable to chart updates versus spending and financing changes.

Transfers – One of the goals of the new Chart was to bring related activities and functions together under one fund to eliminate the need for large and numerous transfers among city departments. As a result, many duplicative transfers have been removed in the 2011 budget under the new structure. On the summary pages of the book, these transfers have also been removed from the 2010 Adopted Budget numbers, to allow for a more accurate comparison from year to year. However, in the 2009 summary data and the system generated budget reports these redundant transfers have not been removed.

Department Specific Impacts

Other budget changes came about in 2011 as a result of the adjustments to the chart of accounts. For example, the Department of Safety and Inspections (DSI) was moved almost entirely into the general fund. Because of this, the City Attorney's Office changed the way they budget staff that support DSI by moving them from a special fund to the general fund, eliminating an unnecessary interdepartmental billing. This is just one example of the department specific impacts the new chart has had on the city's budget.



Overview of Combined City, Library Agency and Debt Service Budgets

Overview of Combined City and Library Agency Budgets

With the creation of the independent Saint Paul Public Library Agency beginning with the 2004 budget year, detailed information about library budgets and activities is now presented in a separate document, and is generally excluded from the City budget information contained in this publication.

The information provided in this section is intended to give a high-level overview of the combined City and Library Agency budgets and permit overall year-to-year comparisons to be made more easily. Detailed information about the Library Agency budget will be made available in a separate publication published by the Agency.

**Property Tax Levy and State Aid: City, Library Agency and Port Authority Combined
2010 Adopted vs. 2011 Adopted**

	Property Tax Levy*				<u>Pct of City 10 Total</u>	<u>Pct of City 11 Total</u>
	<u>2010 Adopted</u>	<u>2011 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>		
City of Saint Paul						
General Fund	65,811,437	65,133,601	-677,836	-1.0%	71.1%	70.4%
General Debt Service	9,761,438	9,815,389	53,951	0.6%	10.6%	10.6%
Saint Paul Public Library Agency	16,924,646	17,548,531	623,885	3.7%	18.3%	19.0%
Total (City and Library combined)	92,497,521	92,497,521	0	0.0%	100.0%	100.0%
Port Authority	2,111,700	2,111,700	0	0.0%		
Overall Levy (City, Library & Port)	94,609,221	94,609,221	0	0.0%		

* This is the total property tax levy used to determine tax rates. Actual financing available to support the budget is less, due to a 2.5% "shrinkage" allowance for delinquent taxes. The State pays a portion of the tax levy through the Market Value Homestead Credit, which is included in these numbers.

Local Government Aid Financing

	<u>2010 Adopted</u>	<u>2011 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	<u>Pct. of 10 Total</u>	<u>Pct. of 11 Total</u>
	City of Saint Paul					
General Fund	52,471,674	62,505,032	10,033,358	19.1%	100.0%	100.0%
General Debt Service	0	0	0	N.A.	0.0%	0.0%
Saint Paul Public Library Agency*	0	0	0	0.0%	0.0%	0.0%
Total (City and Library combined)	52,471,674	62,505,032	10,033,358	19.1%	100.0%	100.0%

* As of 2010, the Saint Paul Public Library Agency no longer budgets Local Government Aid as a revenue source.

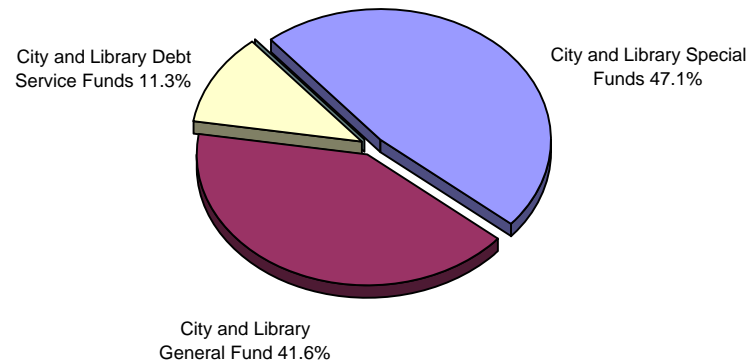


City and Library Agency Composite Summary

Composite Summary - Total Budget

City of Saint Paul: All Funds			
Composite Plan	2009 Actual*	2010 Adopted* Budget	2011 Adopted Budget
City General Fund	212,100,909	211,065,203	213,884,931
Library General Fund (a)	16,773,021	16,076,740	16,680,085
City Special Funds	252,991,026	258,862,086	259,095,156
Library Special Funds (a)	1,129,627	1,333,996	1,540,944
Operating Subtotal:	<u>482,994,584</u>	<u>487,338,025</u>	<u>491,201,116</u>
City Debt Service Funds	49,522,253	60,318,045	61,216,741
Library Debt Service Funds (a)	716,800	1,165,075	1,356,075
Debt Service Subtotal:	<u>50,239,053</u>	<u>61,483,120</u>	<u>62,572,816</u>
Grand Total:	<u>533,233,637</u>	<u>548,821,145</u>	<u>553,773,932</u>
Less Transfers	(100,025,421)	(50,431,897)	(45,780,306)
Less Subsequent Year Debt	0	(13,246,007)	(16,290,958)
Adjusted Spending Plan:	<u>433,208,216</u>	<u>485,143,241</u>	<u>491,702,668</u>
City Capital Improvements	61,838,168	112,680,000	45,337,000
Library Capital Improvements (a)	121,765	15,000	0
Capital Improvements Subtotal:	<u>61,959,933</u>	<u>112,695,000</u>	<u>45,337,000</u>
<p>* In 2011, the City of Saint Paul moved to a new Chart of Accounts. Previous years' data is reported as if the new chart had been in place in 2009 and 2010.</p> <p>**2010 data also reflects a decision to shift the STAR budget from the City's capital to the City's operating budget</p> <p>(a) Saint Paul Libraries became independent (the Library Agency) effective in 2004 and are no longer a part of the City of Saint Paul's operating and debt service budgets. Information is included here in the Composite Summary section for reference. The Saint Paul Public Libraries also publishes its own budget book each year.</p>			

Composite Summary - Total Budget 2011 Adopted Budget



Composite Summary - Workforce

City of Saint Paul and Saint Paul Public Library Agency Full Time Equivalents (FTEs)			
Department	2009* Adopted Budget	2010* Adopted Budget	2011 Adopted Budget
Attorney	68.8	64.3	63.5
Council	29.1	29.1	29.5
Debt Service Fund	2.8	3.1	3.3
Emergency Management	2.0	2.0	6.1
Financial Services (a)	42.7	38.9	40.6
Fire and Safety Services	457.2	472.0	472.0
General Government Accounts	2.1	2.1	2.2
StP-RC Health	49.2	43.6	41.2
HREEO (a)	34.6	35.2	32.5
Human Resources	31.3	27.4	29.4
Library Agency	187.9	168.8	169.4
Mayor's Office	17.0	16.0	16.0
Parks and Recreation	580.7	556.1	571.0
Planning and Economic Development (a)	79.8	75.2	72.2
Police	809.7	784.7	781.0
Public Works	396.8	387.6	389.9
Safety and Inspection	164.4	143.9	144.3
Office of Technology	83.4	80.7	81.7
Total	<u>3,039.5</u>	<u>2,930.7</u>	<u>2,945.7</u>
Total City and Library General Fund	<u>2,071.7</u>	<u>1,922.1</u>	<u>1,947.4</u>
Total City and Library Special Fund	<u>967.8</u>	<u>1,008.6</u>	<u>998.3</u>

* In 2011, the City of Saint Paul moved to a new Chart of Accounts. FTE data is reported as if the new chart had been in place in 2009 and 2010.

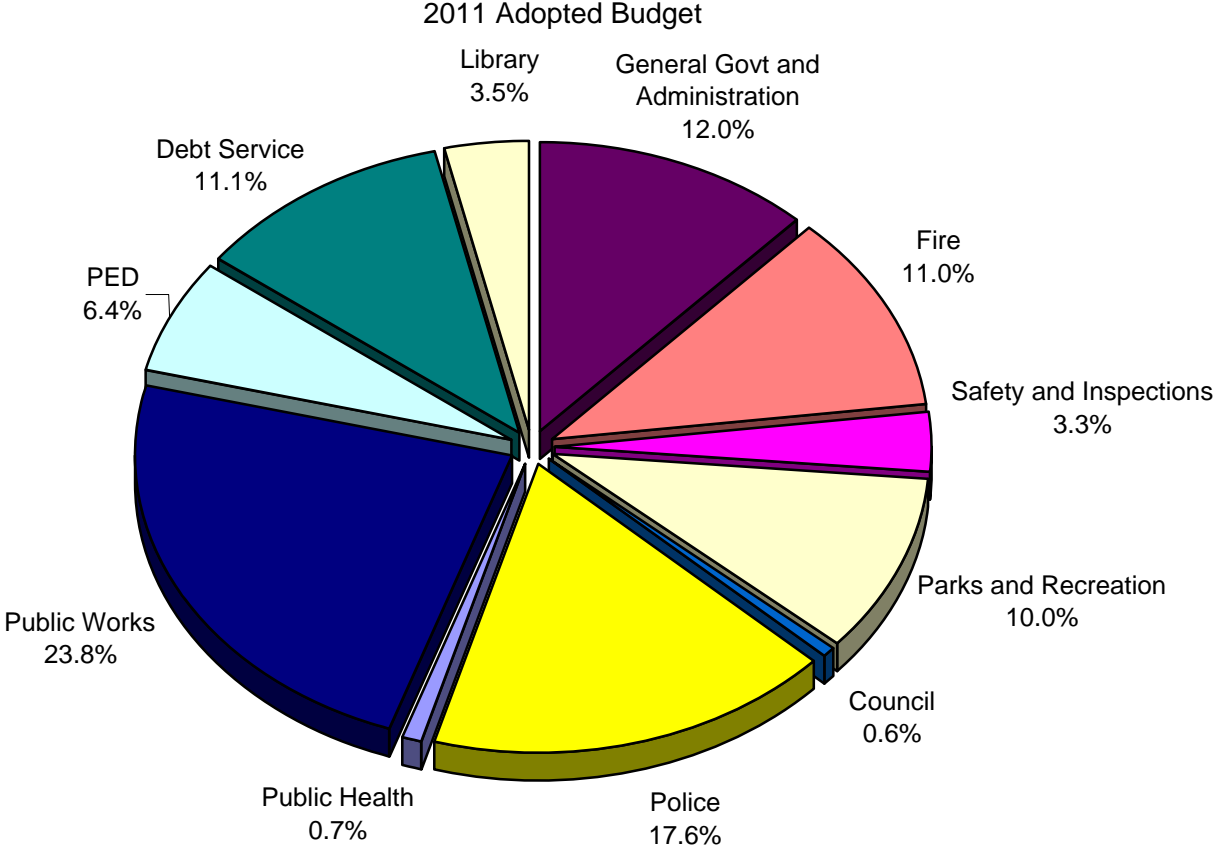
(a) In 2009, the Contract Analysis and RiverPrint components of the Office of Financial Services, the Equal Employment program in the Planning and Economic Development department, and the Human Rights department will be merged to create the Human Rights and Equal Economic Opportunity (HREEO) department.

Composite Spending - By Department

2011 Adopted Budget (By Department and Fund Type)					
Department	General Funds	Special Funds	Debt Service	Total All Budgets	Capital Budget
Attorney	6,863,484	1,118,000		7,981,484	
Council	3,101,567	0		3,101,567	
Debt Service			61,216,741	61,216,741	
Emergency Management	260,052	1,812,474		2,072,525	
Financial Services	2,004,923	19,875,585		21,880,508	
Fire and Safety Services	54,673,164	6,190,878		60,864,042	250,000
General Government Accounts	6,302,433			6,302,433	3,386,000
StP-RC Health		3,640,739		3,640,739	
HREEO	1,611,955	3,471,336		5,083,291	
Human Resources	3,239,921	4,348,389		7,588,310	
Libraries (a)	16,680,085	1,540,944	1,356,075	19,577,105	30,000
Mayor's Office	1,433,869	2,042,669		3,476,538	
Parks and Recreation	26,741,030	28,507,313		55,248,343	6,105,000
Planning and Economic Development		35,705,600		35,705,600	5,250,000
Police	78,126,037	19,415,031		97,541,069	
Public Works	2,204,511	129,803,762		132,008,273	29,816,000
Safety and Inspection	17,244,536	858,305		18,102,841	500,000
Technology	10,077,449	2,305,075		12,382,524	
Total	<u>230,565,016</u>	<u>260,636,100</u>	<u>62,572,816</u>	<u>553,773,932</u>	<u>45,337,000</u>

(a) Saint Paul Libraries became independent (the Library Agency) effective in 2004 and are no longer a part of the City of Saint Paul's operating and debt service budgets. Information is included here in the Composite Summary section for reference. The Saint Paul Public Libraries also publishes its own budget book each year.

Composite Spending - By Department



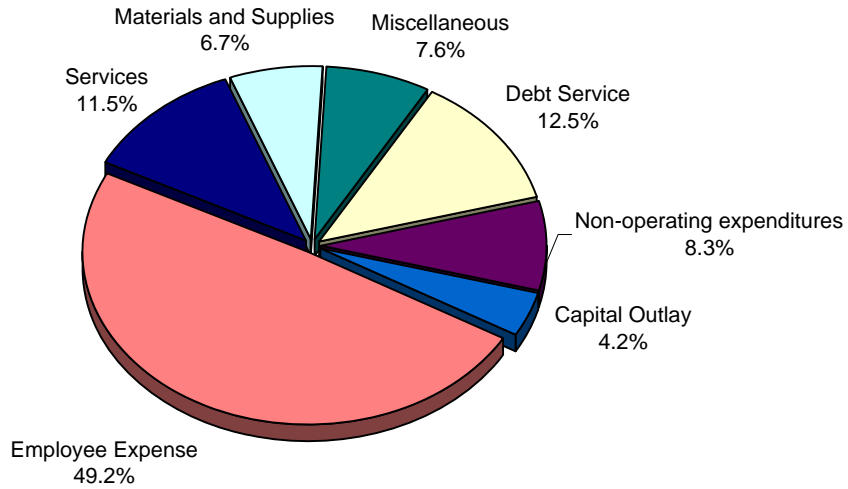
Composite Summary - Spending and Financing

Adopted Spending Summary (2011 Spending by Major Account)					
Object	City and Library General Fund	City and Library Special Funds	City and Library Debt Service	City and Library Total	City and Library Capital Budget
Employee Expense	187,124,282	85,051,760	370,301	272,546,343	
Services	25,065,524	38,686,955	113,361	63,865,840	
Materials and Supplies	11,942,113	25,187,004	18,170	37,147,287	
Miscellaneous	4,461,155	37,375,724	0	41,836,879	45,337,000
Debt Service	0	8,013,853	60,975,607	68,989,460	
Non-operating expenditures	1,328,879	43,356,049	1,095,378	45,780,306	
Capital Outlay	643,063	22,964,755	0	23,607,818	
TOTAL	230,565,016	260,636,100	62,572,816	553,773,932	45,337,000

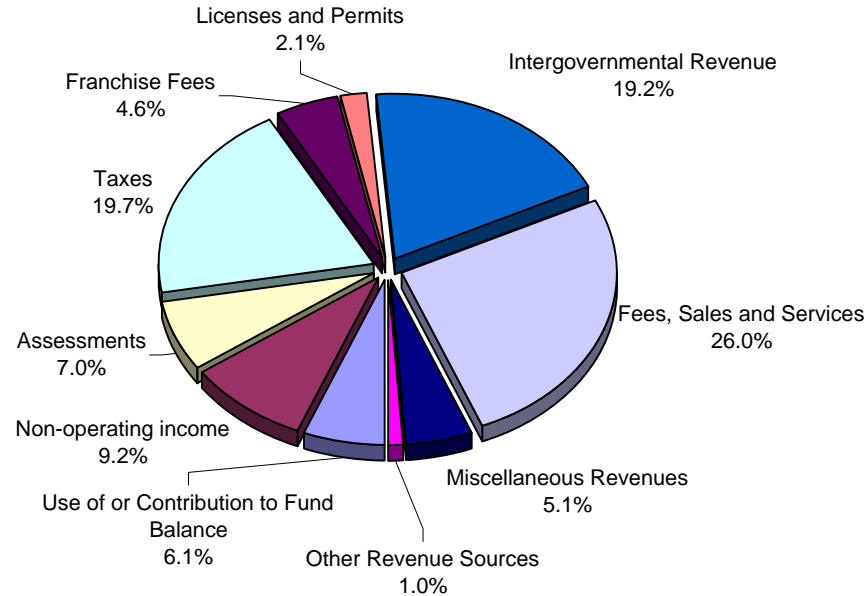
Adopted Financing Summary (2011 Revenue By Source)					
Source	City and Library General Fund	City and Library Special Funds	City and Library Debt Service	City and Library Total	City and Library Capital Budget
Use of or Contribution to Fund Balance	0	12,823,313	20,933,305	33,756,618	
Non-operating income	14,298,796	23,067,776	13,661,344	51,027,916	27,134,000
Assessments	0	34,426,865	4,088,705	38,515,570	
Taxes	78,575,395	16,775,368	13,620,194	108,970,957	0
Franchise Fees	25,546,891	45,000	0	25,591,891	
Licenses and Permits	9,989,303	1,963,943	0	11,953,246	
Intergovernmental Revenue	75,998,265	29,465,202	762,626	106,226,093	17,190,000
Fees, Sales and Services	22,884,218	121,044,417	80,000	144,008,635	
Miscellaneous Revenues	810,114	18,226,071	9,094,607	28,130,792	
Other Revenue Sources	2,462,034	2,798,145	332,035	5,592,214	1,013,000
TOTAL	230,565,016	260,636,100	62,572,816	553,773,932	45,337,000

Summary - Spending and Financing

2011 Adopted Spending By Major Object



2011 Adopted Revenue By Source





City General Fund

General Fund – 2011 Adopted Budget

Purpose: The General Fund is the principal financial support for such basic city services as the police and fire departments, parks and recreation, and general government operations (i.e., Mayor and City Council, human resources, finance and other support services). The major financing sources for this fund are property taxes, local government aid, franchise fees, and other revenues not dedicated to a specific purpose. The tables and graphs on the following pages detail the General Fund's proposed 2011 spending and financing plan.

Financing Highlights

The major financing sources for this fund are:

- ❖ Property taxes – 30.7%
- ❖ State aids (incl. Local Government Aid) – 33.9%
- ❖ Franchise fees – 11.9%
- ❖ Other revenues, aids, and user fees – 23.5%

Certified Local Government Aid (LGA): The amount of Local Government Aid generally has been lower and less predictable since state aid cuts that began in 2003. Although the state legislature increased the 2009 LGA appropriation for the first time since 2006, LGA was reduced through the Governor's unallotment process by \$5.7 million at the end of 2008 and further reduced by \$5.0 million in 2009 and \$17 million in 2010. State certified aid for 2011 restores Saint Paul's LGA back to the amount that was originally appropriated in 2009, which is a \$10 million increase over the amount budgeted for 2010.

Property Tax Levy: Financing for the proposed budget includes no new property tax resources for City operations and debt service. The total proposed levy amount remains at \$94.6 million, about 70% of that will finance General Fund operations and 19% is for the Library Agency. The remainder is used for City debt service or is levied on behalf of the St. Paul Port Authority.

Fund Balance: Historically, dollars from the City's fund balance had been used to finance past budgets and avoid an increase in the City's property tax levy and bring the fund balance down to a level consistent with recommended best practices. By 2005 the General Fund balance approached a level consistent with industry best practices, and on the recommendation of the City's bond raters the City enacted a formal fund balance policy for the general fund. Adopted in 2006, the policy mandates that the General Fund balance be at least 15% of general operating spending. Despite significant mid-year reductions of LGA in 2008, 2009 and 2010, the City continues to successfully manage fund balance consistent with the adopted policy. No General Fund balance is planned to be spent in the 2011 proposed budget.

City Franchise Fees: The estimated 2011 financing level will increase slightly. There is a small projected increase in Xcel franchise fees and slight increases in current and deferred franchise fees from District Energy.

General Fund Interest Earnings: Interest estimates are projected to remain flat in 2011 based on expected investment pool balances and interest rates.

Paramedic Fees: The proposed budget for 2011 includes flat fees for paramedic runs, but expected revenue has been reduced by \$1.6 million to reflect actual collection trends.

General Fund – 2011 Adopted Budget

Budget Issues and Challenges

Rate of Spending Growth: Saint Paul's General Fund budget as adopted will increase by \$2.8 million, or 1.3% relative to 2010.

The growth in the budget is primarily related to growth in fringe benefits such as health care and pension obligations, staff shifts due to expiring grants and strategic investments to position the city for the future.

Property Tax Base: Saint Paul has a local property tax base that largely consists of residential properties, including both owner-occupied and rental units. In total 56% of the City's total local property tax levy falls on residential property. This is due to a variety of reasons, some longstanding and others more recent. Historically, as the home to many tax-exempt educational, medical, and state government institutions, nearly a third of the city's property has been exempted entirely from helping to pay the city property tax levy. During much of the past decade, rapid inflation in home values pushed up the share of taxes falling on homeowners and renters (through their rent payments). However, declines in residential property values in recent years has somewhat reversed the trend.

State Budget Instability and Unpredictability of LGA: Local Government Aid is a significant revenue source for the City's General Fund, accounting for nearly 30% of General Fund revenues. While the total share of the city budget dependent on state payments has dropped since 2003, the future of state Local Government Aid (LGA) remains a key variable in the City's ability to provide basic services. Since late 2008, the State has unallotted or otherwise reduced LGA by a total of \$27.7 million over a three year period, which has caused a series of budget challenges and the reduction of important City services. Enacting measures at the state level to ensure more balanced and predictable revenues would reduce fluctuations in local aid appropriations and help make future local budget planning and service delivery more predictable for both City officials and the citizens of Saint Paul.

Cost Pressures: The costs the City bears as an employer (wages, benefits, workers' compensation, etc.) compete for service delivery dollars. The largest General Fund expense is employee wages and benefits – 82.3% of all general fund spending is for personnel costs. The City continues to work hard to find ways to prudently and responsibly manage these costs in order to maintain service delivery levels and maintain the integrity of the City's finances.

General Fund Budget

General Fund Spending (By Department)			
Department/Office	2009 Actual*	2010 Adopted Budget*	2011 Adopted Budget
City Attorney (b)	6,271,921	6,396,084	6,863,484
Council	2,734,484	3,062,966	3,101,567
Emergency Management	244,367	252,429	260,052
Financial Services	3,617,099	3,387,997	2,004,923
Fire and Safety Services	49,707,545	53,178,411	54,673,164
General Government Accounts	4,665,677	7,469,095	6,302,433
HREEO (a)	1,196,309	1,370,164	1,611,955
Human Resources	3,017,099	3,169,122	3,239,921
Mayor's Office	1,296,391	1,434,754	1,433,869
Parks and Recreation	28,093,125	25,493,943	26,741,030
Police	74,423,599	76,306,811	78,126,037
Public Works	6,693,944	2,224,658	2,204,511
Safety and Inspection (b)	18,731,302	17,979,015	17,244,536
Technology	<u>11,408,048</u>	<u>9,339,754</u>	<u>10,077,449</u>
Total	212,100,909	211,065,203	213,884,931

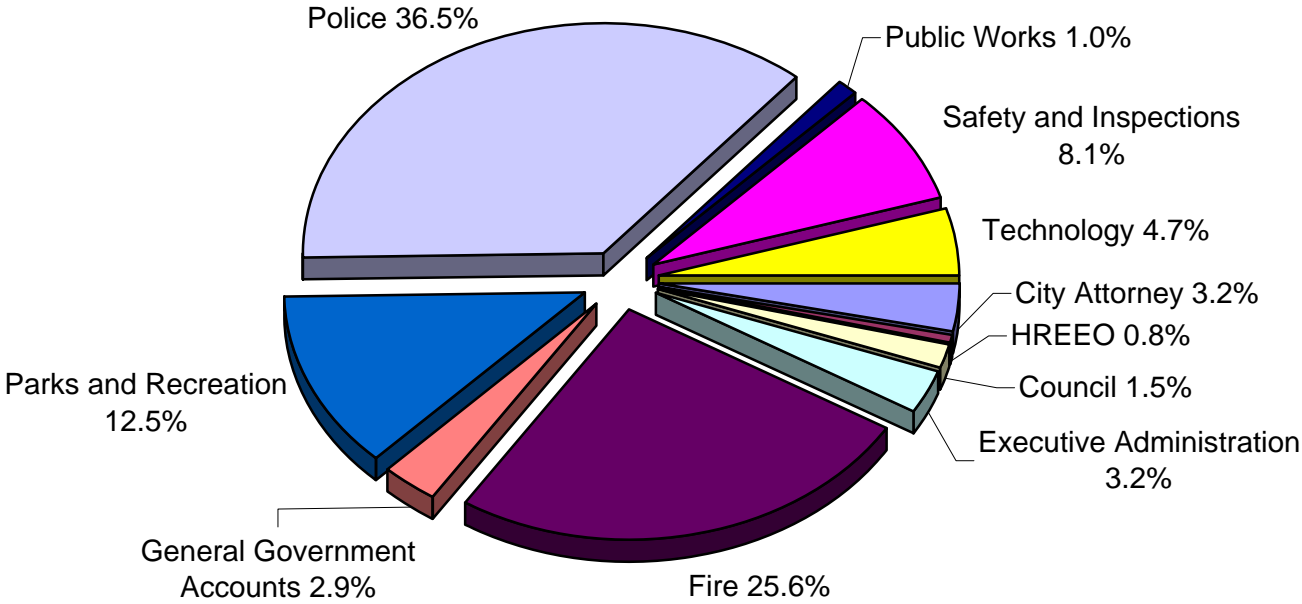
* In 2011, the City of Saint Paul moved to a new Chart of Accounts. Previous years' data is reported as if the new chart had been in place in 2009 and 2010.

a) In 2009, the Contract Analysis and RiverPrint components of the Office of Financial Services, the Equal Employment program in the Planning and Economic Development department, and the Human Rights department were merged to create the Human Rights and Equal Economic Opportunity (HREEO) department.

b) In 2011, portions of the Department of Safety and Inspections (DSI) were moved from special funds into the City's General Fund. To eliminate an unnecessary interdepartmental transfer, city attorneys supporting DSI activities were also shifted from a special fund to the general fund.

General Fund Budget

2011 Adopted Spending by Department



General Fund Budget

General Fund Spending (By Major Account)			
	2009	2010	2011
Object	Actual*	Adopted Budget*	Adopted Budget
Employee Expenses	164,366,084	168,933,752	175,929,866
Services	21,531,254	23,271,825	22,953,714
Materials and Supplies	9,089,896	9,855,497	10,160,657
Non Operating Expenses	12,434,655	1,602,456	1,260,508
Miscellaneous Spending	4,400,980	6,089,635	2,979,923
Capital Outlay	195,541	1,312,038	600,263
Debt Service	82,500	0	0
Total	<u>212,100,909</u>	<u>211,065,203</u>	<u>213,884,931</u>

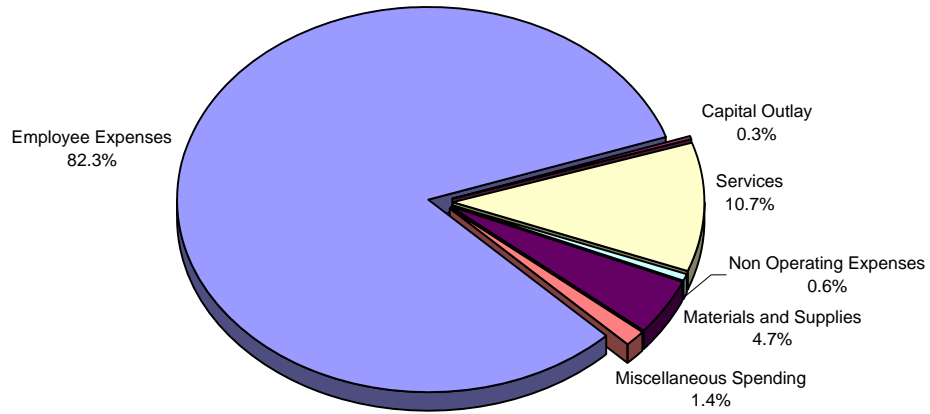
General Fund Financing (Revenue By Source)			
	2009	2010	2011
Source	Actual*	Adopted Budget*	Adopted Budget
Use of/Contribution to Fund Balance (a)	0	1,130,012	0
Taxes	61,361,389	68,141,980	65,570,310
Fees, Sales and Services	22,531,743	25,353,944	22,884,218
Franchise Fees	23,074,891	24,728,913	25,546,891
Fines and Forfeitures	82,788	47,000	47,000
Intergovernmental Revenue	66,072,036	63,044,351	72,498,265
Investment Income	2,376,868	2,415,034	2,415,034
License and Permits	9,408,719	9,833,274	9,989,303
Miscellaneous Revenue	3,162,543	603,865	635,114
Non-Operating Income	24,817,858	15,766,830	14,298,796
Total	<u>212,888,834</u>	<u>211,065,203</u>	<u>213,884,931</u>

* In 2011, the City of Saint Paul moved to a new Chart of Accounts. Previous years' data is reported as if the new chart had been in place in 2009 and 2010.

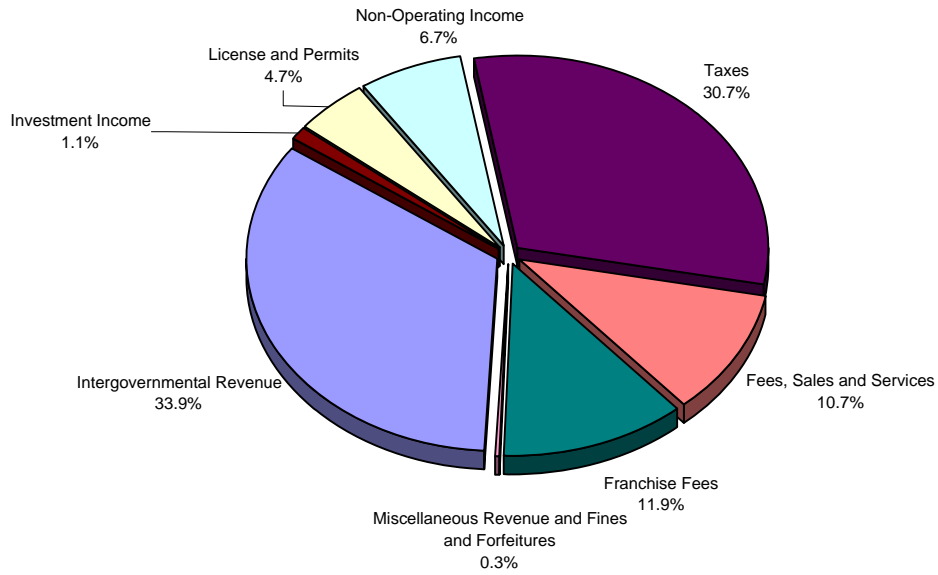
a) In 2011, portions of the Department of Safety and Inspections (DSI) were moved from special funds into the City's General Fund. Because 2010 data is presented as if this new chart was in place, DSI's 2010 use of special fund fund balance is reported here.

General Fund Budget

2011 Adopted Spending By Major Object



2011 Adopted Revenue By Source





City Special Funds

Special Fund Budgets

Special Fund Spending (By Department)			
Department	2009 Actual*	2010 Adopted* Budget	2011 Adopted Budget
Attorney	1,164,310	1,557,961	1,118,000
Council	0	0	0
Emergency Management	581,017	1,543,704	1,812,474
Financial Services Office (a)	16,881,032	19,515,366	19,875,585
Fire and Safety Services	4,662,907	4,834,116	6,190,878
StP-RC Health	3,424,173	3,777,352	3,640,739
HREEO (a)	2,967,335	3,573,579	3,471,336
Human Resources	2,734,792	3,379,141	4,348,389
Mayor's Office	2,280,820	586,890	2,042,669
Parks and Recreation	25,014,412	28,314,144	28,507,313
Planning and Economic Development (a)	59,629,324	18,467,902	35,705,600
Police	15,984,992	24,241,624	19,415,031
Public Works	115,301,513	129,653,163	129,803,762
Safety and Inspection	1,238,192	1,818,236	858,305
Office of Technology	<u>1,126,207</u>	<u>1,672,242</u>	<u>2,305,075</u>
Total	252,991,026	242,935,420	259,095,156

Special fund budgets are designed to track revenues and expenditures for specific designated purposes. With some exceptions, special fund budgets are not supported by property taxes. Rather, special fund spending is supported by user fees, assessments and grants, which are generally restricted in some way. The restrictions require accounting in separate funds, which include operating funds, project funds, debt service funds and trust funds.

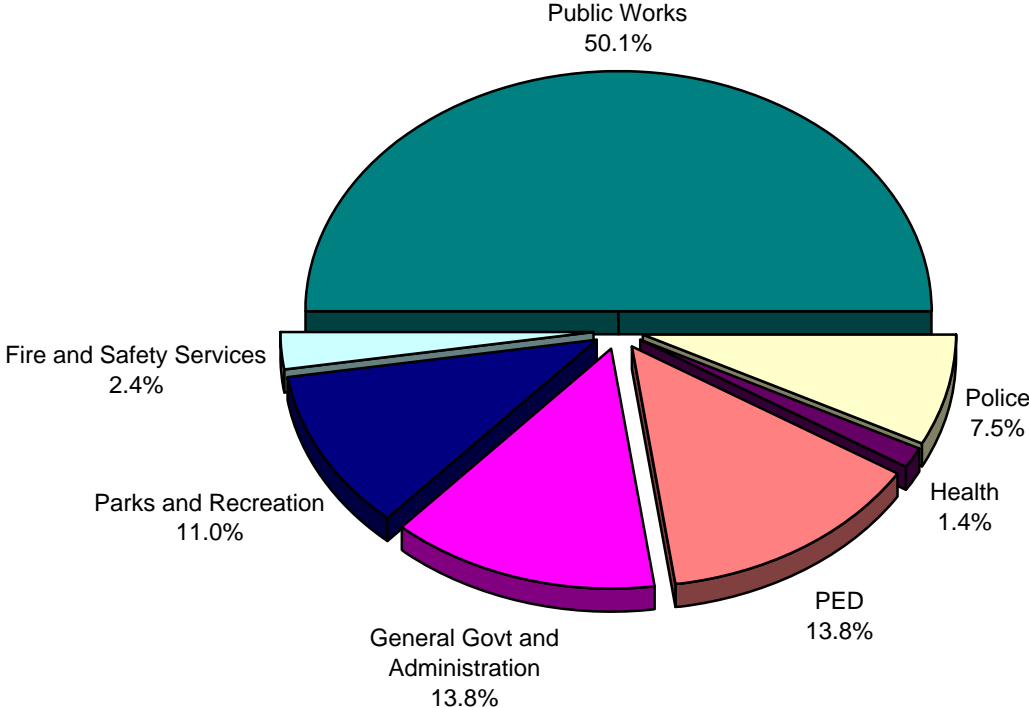
* In 2011, the City of Saint Paul moved to a new Chart of Accounts. Previous years' data is reported as if the new chart had been in place in 2009 and 2010.

**Starting in 2011, the City Sales Tax (STAR) program, which was previously budgeted in the City's Capital Improvement Budget, will be budgeted in the Planning and Economic Development department's operating budget. The total 2010 budget for the program was \$15,926,666.

(a) In 2009, the Contract Analysis and RiverPrint components of the Office of Financial Services, the Equal Employment program in the Planning and Economic Development department, and the Human Rights department were merged to create the Human Rights and Equal Economic Opportunity (HREEO) department.

Special Fund Budgets

2011 Adopted Budget



General Government and Administration includes the City Attorney's Office, Emergency Management, Financial Services, HREEO, Human Resources, Mayor's Office, Safety and Inspection, and Technology.

Special Fund Budgets

Special Fund Spending (By Major Account)			
Object	2009* Actual	2010* Adopted Budget	2011 Adopted Budget
Employee Expense	70,143,733	83,064,106	84,900,080
Services	34,560,188	36,079,254	38,451,755
Materials and Supplies	19,576,879	25,694,034	24,432,354
Non Operating Expenditures	81,593,390	48,101,208	43,356,049
Debt Service	8,882,713	7,463,619	8,013,853
Capital Outlay	2,480,583	10,340,090	22,565,340
Miscellaneous	<u>35,753,540</u>	<u>32,193,109</u>	<u>37,375,724</u>
Total	252,991,026	242,935,420	259,095,156

Special Fund Financing (Revenue By Source)			
Source	2009* Actual	2010* Adopted Budget	2011 Adopted Budget
Use of/Contribution to Fund Balance	0	11,177,356	12,747,563
Non Operating Income	46,834,647	20,334,222	23,067,776
Taxes	15,418,947	165,000	16,820,368
License and Permits	1,708,173	1,863,297	1,963,943
Intergovernmental Revenue	31,190,693	35,208,891	29,205,932
Fees, Sales and Services	103,374,165	121,444,352	120,976,517
Assessments and Other Revenue Sources	<u>54,633,805</u>	<u>52,742,302</u>	<u>54,313,057</u>
Total	253,160,429	242,935,420	259,095,156

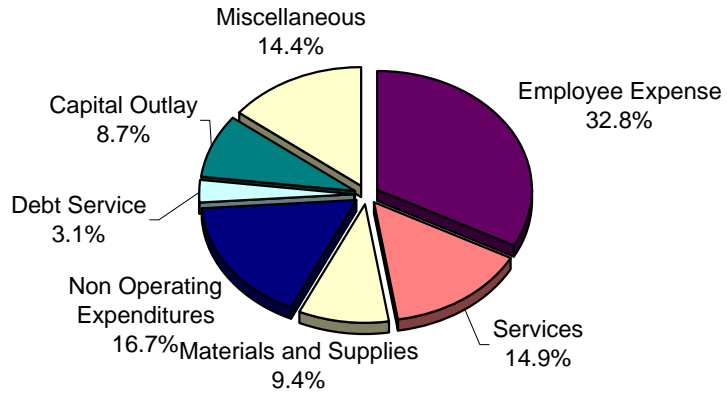
* In 2011, the City of Saint Paul moved to a new Chart of Accounts. Previous years' data is reported as if the new chart had been in place in 2009 and 2010.

**Starting in 2011, the City Sales Tax (STAR) program, which was previously budgeted in the City's Capital Improvement Budget, will be budgeted in the Planning and Economic Development department's operating budget. The total 2010 budget for the program was \$15,926,666.

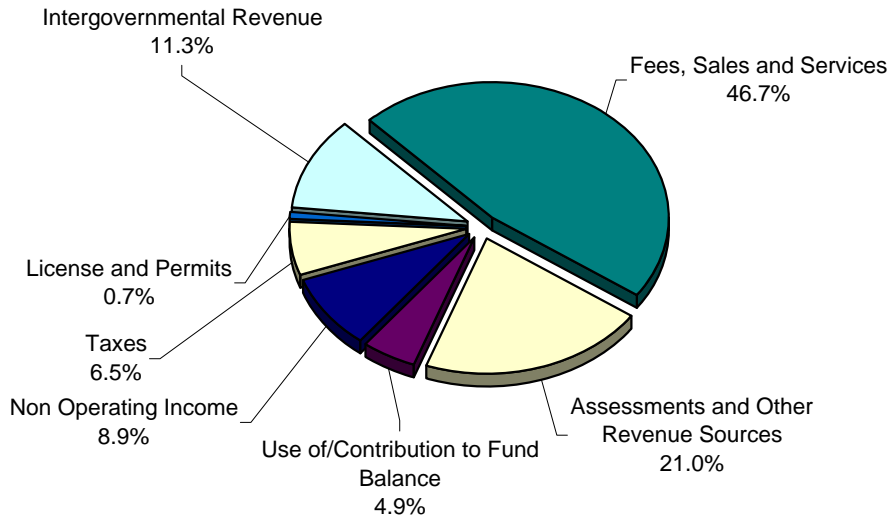
Special fund budgets are designed to track revenues and expenditures for specific designated purposes. With some exceptions, special fund budgets are not supported by property taxes. Rather, special fund spending is supported by user fees, assessments and grants, which are generally restricted in some way. The restrictions require accounting in separate funds, which include operating funds, project funds, debt service funds and trust funds.

Special Fund Budgets

2011 Spending By Major Object



2011 Revenue By Source





City Debt Service

Debt Service Funds

Debt Service Spending (By Major Account)			
Object	2009* Actual	2010* Adopted Budget	2011 Adopted Budget
Employee Expenses	311,116	333,933	370,301
Services	315,894	91,069	113,361
Materials and Supplies	21,225	18,170	18,170
Non Operating Expenditures	5,448,170	229,005	1,095,378
Debt Service	40,249,829	59,645,868	59,619,532
Other Misc Spending	288,200	0	0
Total	<u>46,634,433</u>	<u>60,318,045</u>	<u>61,216,741</u>

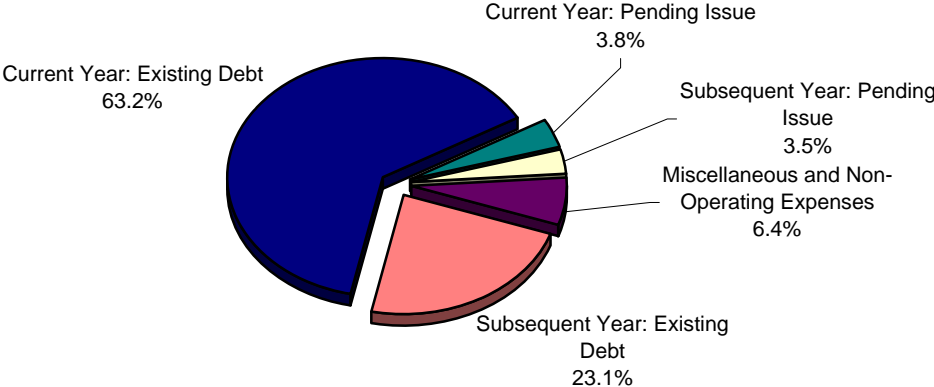
Debt Service Financing (Revenue By Source)			
Source	2009* Actual	2010* Adopted Budget	2011 Adopted Budget
Use of Fund Balance	0	19,015,512	20,273,280
Non Operating Income	21,310,663	19,024,242	13,661,344
Taxes	10,240,524	9,290,873	12,929,144
Intergovernmental Revenue	479,950	676,546	762,626
Fees, Sales and Services	256,248	80,000	80,000
Assessments and Other Revenue Sources	11,129,886	12,230,872	13,510,347
Total	<u>43,417,271</u>	<u>60,318,045</u>	<u>61,216,741</u>

* In 2011, the City of Saint Paul moved to a new Chart of Accounts. Previous years' data is reported as if the new chart had been in place in 2009 and 2010.

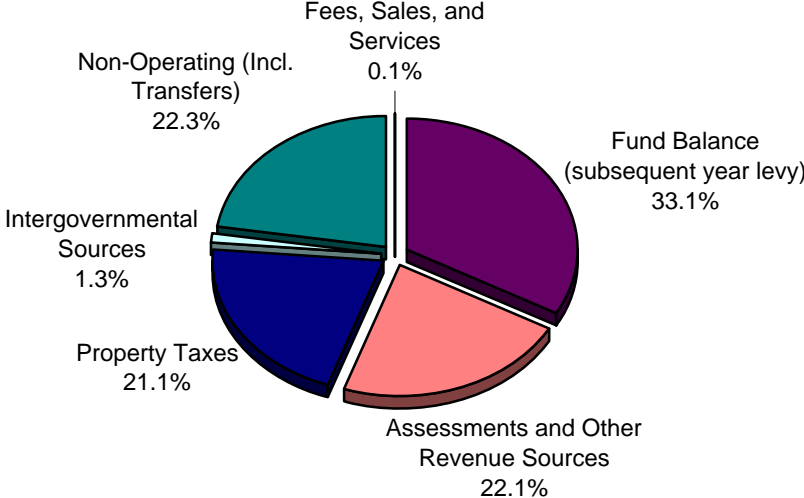
The city's general debt service budget provides for the principal and interest payments on its general obligation bond issues. The budget consists of two sets of appropriations: 1) an amount needed to meet the budget year debt service obligations, and 2) an amount needed to meet the obligations of the first half of the following year. Therefore, the amount appropriated for general debt service exceeds the amount actually spent in the budget year. This additional amount remains in fund balance to use as a financing source for the subsequent year's debt service payments. While complicated, this budget structure solves a cash flow problem for the city. The city receives state aids and property taxes mid-year and at the end of the year. If the city did not budget for subsequent year debt service payments, it would lack the cash to make the debt service payments due before the city receives its major cash infusions each year.

Debt Service Funds

2011 Spending by Major Category



2011 Financing by Major Source



General Obligation Debt

Allocation of Revenue to Type of Debt							
as of December 2010							
	Property Tax Levy	Water and Sewer Charges	Assessments	Tax Increments	Parking Revenue	Self Supporting Total	Total
Capital Improvements	69,685,000						69,685,000
Library Bonds	15,180,000						15,180,000
Street Improvements	41,514,291		23,530,709			23,530,709	65,045,000
Public Safety Bonds	24,430,000						24,430,000
DSI GO Note	797,127						797,127
COMET Bonds	14,235,000						14,235,000
Tax Increment:							
Riverfront Development				2,510,000		2,510,000	2,510,000
Midway Marketplace				3,280,000		3,280,000	3,280,000
Lawson TI Refunding Bonds				7,360,000	20,695,000	28,055,000	28,055,000
Koch Mobil				2,670,000		2,670,000	2,670,000
Water Pollution Abatement						-	-
Sewer Loan (PFA *)		10,926,579				10,926,579	10,926,579
Water Loan (PFA*)		1,662,810				1,662,810	1,662,810
TOTAL	165,841,418	12,589,389	23,530,709	15,820,000	20,695,000	72,635,098	238,476,516
Percent of Total	69.5%	5.3%	9.9%	6.6%	8.7%	30.5%	100.0%

* PFA is the Public Facilities Authority.

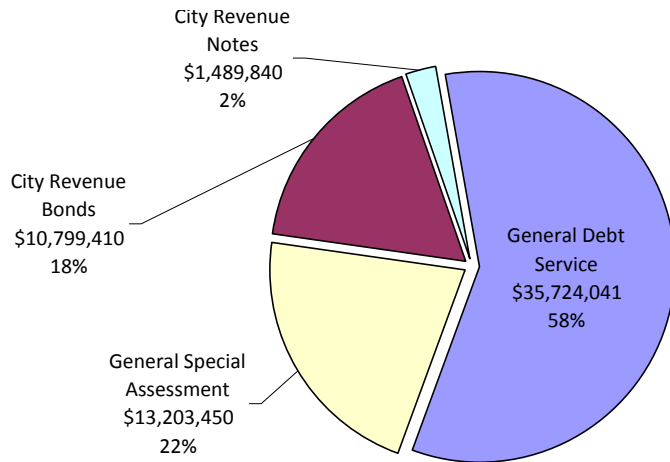
**2011 Adopted Budget
Debt Service**

Department Description:

The Debt Section of the Office of Financial Services sells City debt instruments at the lowest possible cost, manages existing City's debt, researches and implements alternative financing scenarios to ensure savings and manages all facets of the bond sale process. Staff also periodically reviews financing alternatives for major capital projects and works with other City staff to make sure elected officials are aware of all options for financing various projects, including the costs and benefits associated with each.

Department Facts

Debt Composition



Department Goals

- Develop and implement financing alternatives for the City
- Sell City debt instruments at the lowest borrowing cost
- Ensure accurate and timely post-sale debt portfolio management
- Identify and utilize new public finance tools created by the American Recovery and Reinvestment Act

Recent Accomplishments

- Maintained the City's AAA from Standard and Poor's while being upgraded to Aa1 by Moody's.
- Refinanced five parking revenue bonds and four parking revenue notes.
- Coordinated the issuance of bonds to finance the Payne/Maryland and Como/Highland Pool Facilities using the combination of Recovery Zone Bonds and Build America Bonds.
- Successfully sold 2010 General Obligation Capital Improvement, Capital Improvement Refunding, Street Improvement, Koch Mobile TIF, Sewer Revenue bonds, Water Revenue notes, and Police and Fire Vehicle Leases.
- Worked with the state Legislature to pass the Jobs Bill.
- Timely and accurately paid existing debt and compiled arbitrage regulations and disclosure requirements.

- Total Debt Budget: \$ 61,216,741
- Total FTEs: 3.3
- AAA bond rating from Standard & Poor's
- Aa1 bond rating from Moody's
- 80% of general obligation debt is retired in 10 years; nearly 100% in 20 years.
- "Strong" financial management rating from Standard & Poor's.

CITY OF SAINT PAUL
Department Budget Summary

Department: DEBT SERVICES

Budget Year: 2011

		2008	2009	2010	2011	Change
		Actuals	Actuals	Adopted	Adopted	From
						2010 Adopted
<u>Spending by Fund</u>						
3100	CITY DEBT	40,495,094	112,582,253	60,318,045	61,216,741	898,696
TOTAL SPENDING BY FUND		40,495,094	112,582,253	60,318,045	61,216,741	898,696
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	200,115	311,116	333,933	370,301	36,368
	SERVICES	33,799	315,894	91,069	113,361	22,292
	MATERIALS AND SUPPLIES	18,989	21,225	18,170	18,170	-
	OTHER MISCELLANEOUS	-	288,200	-	-	-
	DEBT SERVICE	36,982,156	40,249,829	59,645,868	59,619,532	(26,337)
	NON OPERATING EXPENSE	3,260,035	71,395,990	229,005	1,095,378	866,373
TOTAL SPENDING BY MAJOR ACCOUNT		40,495,094	112,582,253	60,318,045	61,216,741	898,696
<u>Financing by Major Account</u>						
DEBT FUND REVENUES						
	TAXES	7,770,829	10,240,524	9,290,873	12,929,144	3,638,271
	INTERGOVERNMENTAL REVENUE	299,257	479,950	676,546	762,626	86,080
	FEES SALES AND SERVICES	102,234	256,248	80,000	80,000	-
	ASSESSMENT	3,003,331	2,918,062	3,391,115	4,088,705	697,590
	INVESTMENT INCOME	1,845,733	992,023	262,035	327,035	65,000
	INTEREST EARNED OTHER	-	52,995	-	-	-
	MISCELLANEOUS REVENUE	7,104,042	7,166,806	8,577,722	9,094,607	516,885
	OTHER FINANCING SOURCE NON OPERATING INCOME	18,404,501	89,653,483	19,024,242	13,661,344	(5,362,898)
	BUDGET ADJUSTMENTS	-	-	19,015,512	20,273,280	1,257,768
TOTAL FINANCING BY MAJOR ACCOUNT		38,529,927	111,760,091	60,318,045	61,216,741	898,696

Major General Fund Revenues

Property Taxes

Property tax revenues account for 33% of general fund revenue. In any given year several factors affect how much an individual property owner pays in city property taxes, including the following:

- City spending and financing needs.
- Size of the tax base.
- Composition of the tax base.

City Spending and Financing Needs

Property tax is the primary revenue source that the Mayor and City Council control. The state establishes guidelines by which property taxes are administered, including how the tax burden is spread among different types of properties, but local elected officials have discretion over how much total property tax revenue to collect. As a result, city spending pressures and the availability of other funding, like state aid and local fees, often dictate the size of the property tax levy in any given year.

Minnesota Property Tax Class Rates <i>Payable in 2011</i>	
Property Type	Class Rate
Residential Homestead	
Up to \$500,000	1.00%
Over \$500,000	1.25%
Residential Non-Homestead	
Single Unit	
Up to \$500,000	1.00%
Over \$500,000	1.25%
2-3 Unit	1.25%
Apartments (4 or more units)	1.25%
Commercial/Industrial	
Up to \$150,000	1.50%
Over \$150,000	2.00%

Property Tax Base

The size of the property tax base is a function of taxable market value and the composition of the tax base. Yearly changes in market values are attributable to many factors, the most important of which is the demand for both residential and commercial property. As property values change, the size of the tax base also changes proportionately. A larger base allows for a broader distribution of the tax burden, which results in a lower tax rate.

Tax Base and Class Rates

The composition of the tax base determines the relative distribution of the tax levy among taxpayers. The State of Minnesota sets a class rate system which allocates different shares of property tax burden based on the use of a property (see chart). Apartments, residential homes, and commercial/industrial properties all have a different class rate. A higher class rate will result in a relatively higher share of tax capacity. Based on the class rate structure, one dollar of commercial/industrial property value has a greater relative tax capacity than one dollar of residential property value.

St. Paul Taxable Market Value	
Payable in 2009	\$22,776,772,200
Payable in 2010	\$21,482,001,200
Payable in 2011 (proj.)	\$20,086,311,500

St. Paul Net Tax Capacity	
Payable in 2009	\$ 279,536,007
Payable in 2010	\$ 265,145,261
Payable in 2011 (proj.)	\$ 247,786,317

Property Taxes

2011 Adopted Budget and Levy

The 2011 City levy is \$94.6 million, which is unchanged from 2010. Of the proposed levy, \$92.5 million will fund city activities. \$65.1 million will go to the City's general fund, \$9.8 million for debt service, and \$17.6 million will fund the St. Paul Public Library Agency. The City also levies taxes on behalf of the St. Paul Port Authority, whose 2011 levy is \$2.1 million.

Tax Dollars and the Services They Buy

Taxpayers often wonder what happens to the property taxes they pay. Here is an example for a typical home in Saint Paul in 2011:

The property tax bill is a combined statement covering the City of Saint Paul, School District 625, Ramsey County, and other "special taxing districts" such as the Metropolitan Council and local watershed districts. In 2011, a home with a taxable value of \$155,500 had a total property tax bill of \$2,082.

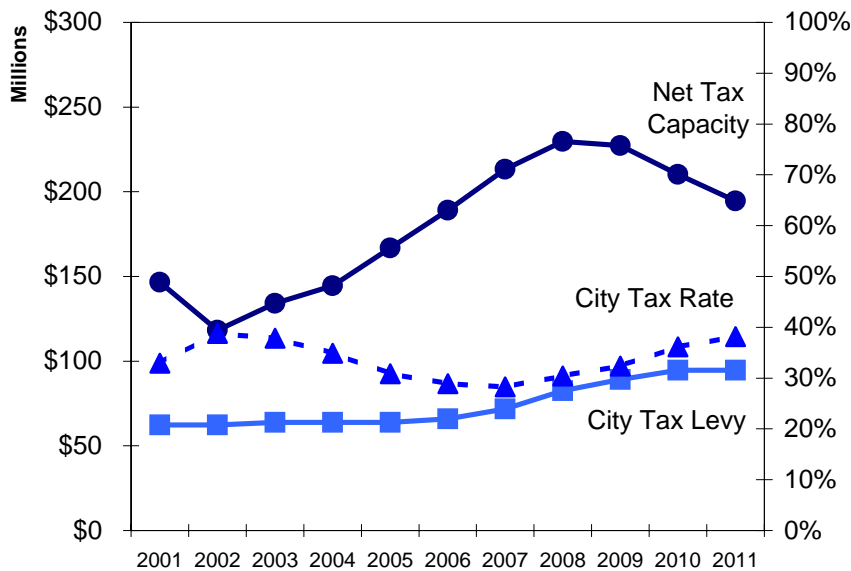
Of the total property tax bill, the single largest share goes to the county and then to the school district. The City receives about 25% of the total tax payment – \$527 in this example.

For this particular home, the property tax payment of \$527 to the City of St. Paul would break down to the following amounts:

- \$155 per year for police services
- \$108 per year for fire and emergency medical services
- \$53 per year to operate and maintain the park and recreation system
- \$33 per year to operate and buy materials for the Saint Paul Public Libraries
- \$59 per year for capital debt service—the cost of building new libraries, recreation centers and playgrounds, and street construction

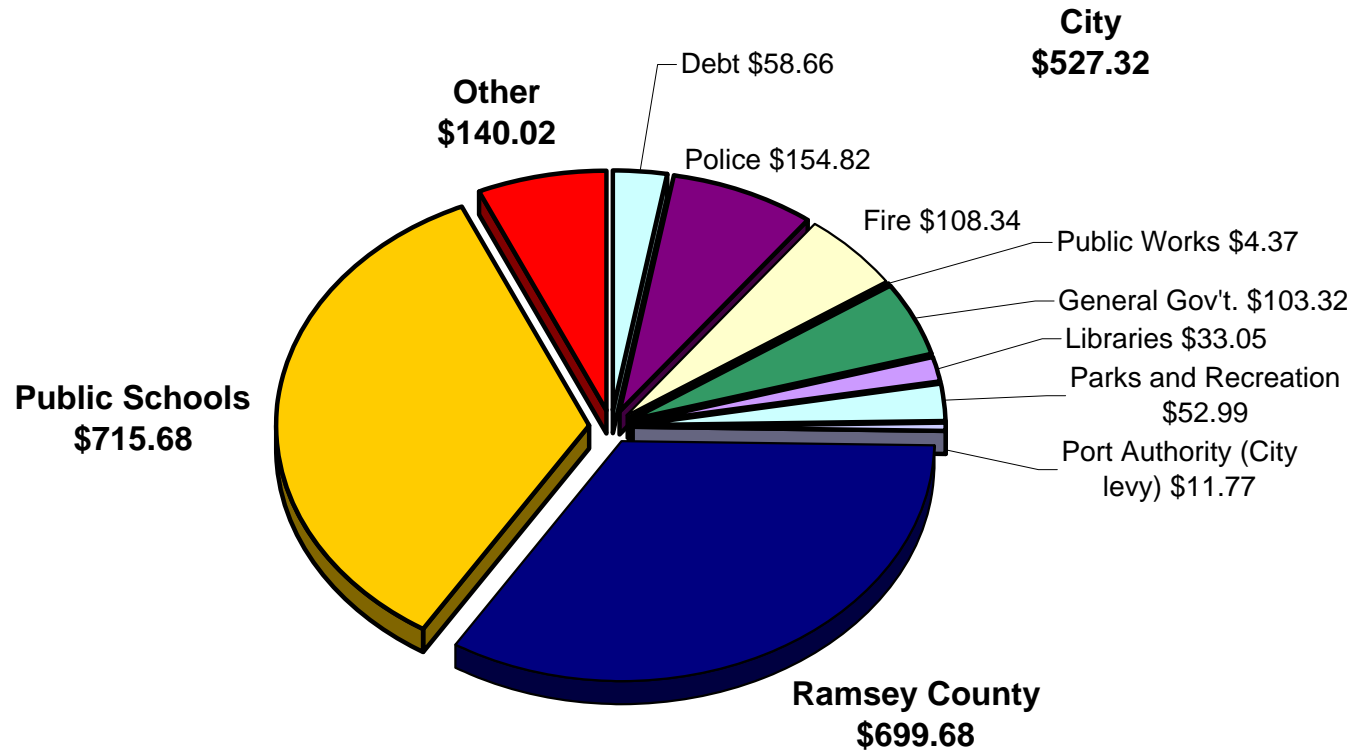
Property taxes cover only a small part of the total cost of services. In total, property taxes supply only about 13% of the City's total revenue and cover about 33% of the general fund budget. In comparison, the City's total adopted 2011 property tax levy for all purposes—approximately \$94.6 million—is less than the \$97.5 million total operating budget of the Police Department.

City of St. Paul Property Tax Levy, Tax Rates and Net Tax Capacity, 2001-2011



Estimated 2011 Saint Paul Property Taxes

2011 Final Tax Rates Applied to a Typical Home Valued at \$155,500



Local Government Aid (LGA)

Local Government Aid was initiated in 1971 as part of the “Minnesota Miracle”, and was intended to provide property tax relief to Minnesota cities. The state provides Local Government Aid to cities throughout Minnesota based on a “need/capacity” formula that compares each city’s tax base to an estimated level of spending needs based on local conditions. Cities which will not have enough local revenue capacity to meet their spending needs under this formula receive Local Government Aid.

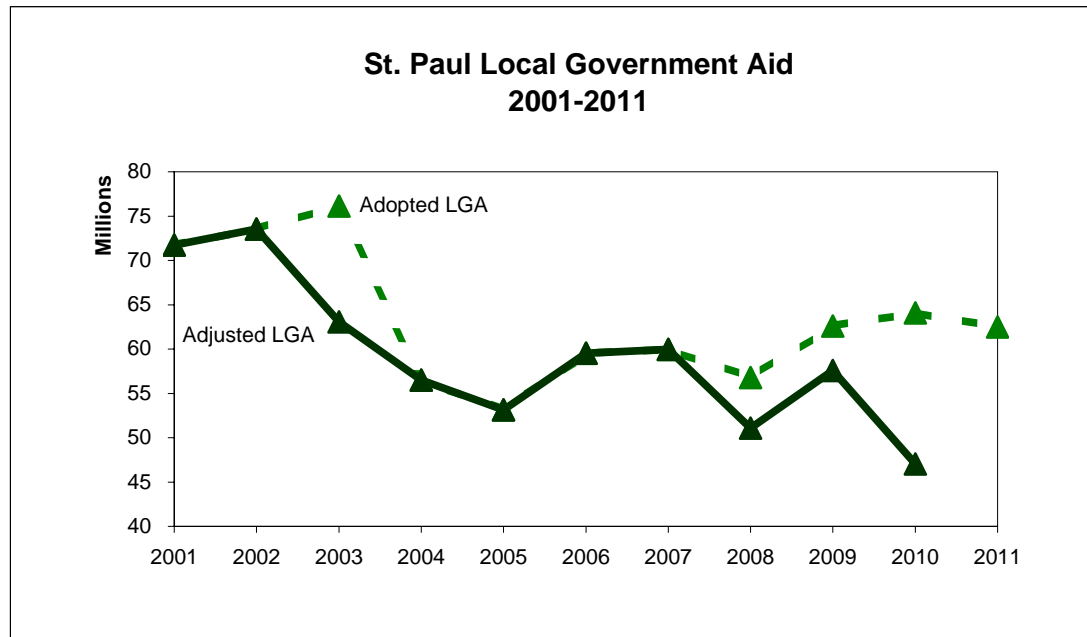
For many years, LGA was adjusted annually based on inflationary growth. In 2003, the Governor and Legislature approved changes to the funding formula and levels that greatly reduced St. Paul’s LGA. Additionally, the Legislature enacted a mid-year LGA adjustment in 2003 to address the state budget shortfall that year. This adjustment reduced St. Paul’s previously certified LGA funding by \$13 million.

LGA has continued to remain a volatile revenue source since 2003. In addition to certified appropriation cuts during the legislative session, LGA has been reduced midyear in 2008, 2009 and 2010. Saint Paul’s certified LGA for 2011 is near the level originally appropriated in 2009.

St. Paul Local Government Aid 2001-2011		
	LGA Funding	Change
2001	71,739,170	
2002	73,554,056	2.5%
2003	76,129,865	3.5%
2003*	63,082,166	-14.2%
2004	56,488,168	-10.5%
2005	53,151,835	-5.9%
2006	59,544,561	12.0%
2007	59,961,201	0.7%
2008	56,781,644	-5.3%
2008*	51,092,991	-10.0%
2009	62,600,018	22.5%
2009*	57,569,445	-8.0%
2010	64,079,116	11.3%
2010**	47,030,727	-26.6%
2011	62,505,032	32.9%

*Adjusted LGA revenues

**2010 adjusted LGA includes the reduction in Market Value Homestead Credit



Franchise Fees

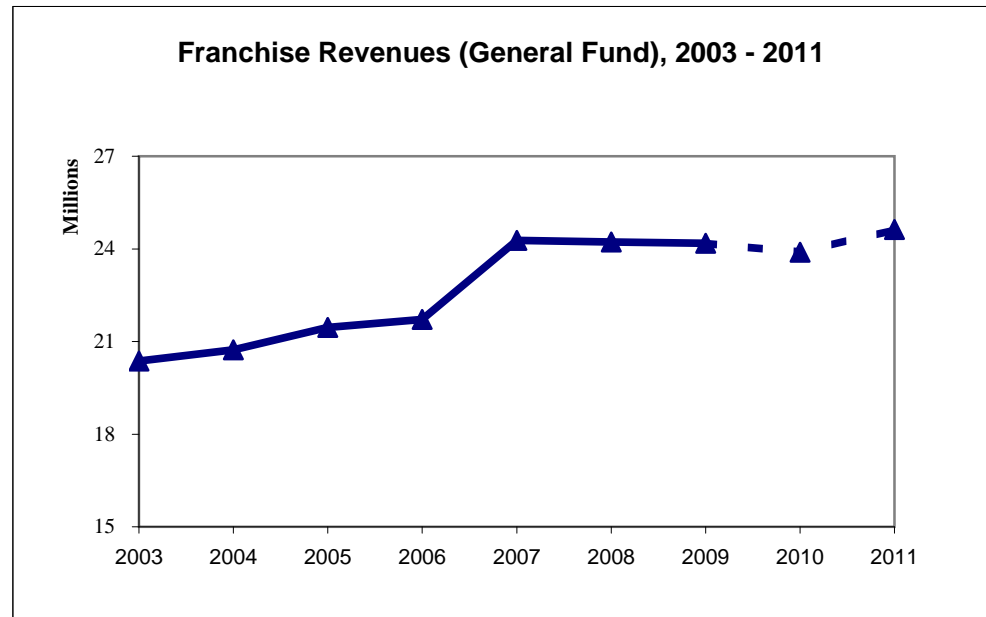
Utilities pay the City of St. Paul a fee for use of City streets and right-of-ways in delivering services to the citizens and businesses of St. Paul. This fee represents usage charges for City-owned assets that utilities may use or disrupt in the process of constructing, installing, and maintaining their distribution and delivery systems.

Under state law, utilities may pass on their fees to utility customers on monthly bills. For each utility, the franchise fee is based on a negotiated formula adopted by City Council ordinance. Most of this revenue goes to the General Fund, but some franchise revenue supports debt service or specific City programs.

St. Paul Franchise Agreements for 2011:

- **Xcel Energy** supplies natural gas and electrical service to St. Paul homes and businesses.
- **Comcast** provides cable television to St. Paul homes and businesses.
- **District Cooling**, part of District Energy, supplies cooled water for air conditioning in most of downtown St. Paul.
- **District Energy** provides heat to much of downtown St. Paul and electricity to Xcel Energy.
- **Empire Builder** is the heating and cooling utility serving the Empire Builder development north of downtown St. Paul.

	Budget	Actual	
2003	18,344,184	20,363,250	111.0%
2004	18,640,603	20,734,091	111.2%
2005	18,720,511	21,453,093	114.6%
2006	19,059,867	21,719,071	114.0%
2007	21,418,043	24,274,128	113.3%
2008	21,595,500	24,224,292	112.2%
2009	22,158,299	24,184,937	109.1%
Adopted 2010	23,893,730	-	-
Adopted 2011	24,629,518	-	-

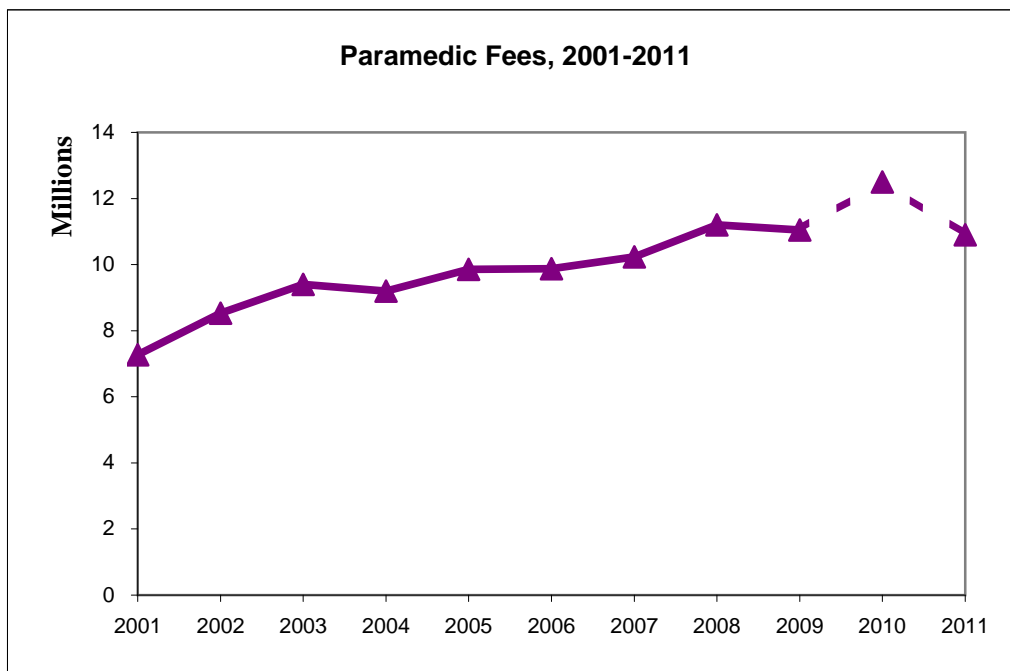


Paramedic Fees

The St. Paul Fire Department's paramedics and emergency medical technicians respond to nearly 27,000 emergency calls each year. Most of their calls require ambulance trips to hospitals from fires, accidents or other incidents. For these transportation and life support services, the Fire Department charges a series of fees. Most of these fees are paid through insurance, and are based on the prices of private providers and other municipalities. Medicare and Medicaid reimburse for paramedic services at a fixed rate below that of most providers, which can reduce the collected fee per run.

St. Paul is one of the few paramedic services not charging additional fees for high-level Advanced Life Support (ALS-2) services, including assisted breathing and other crucial life support functions. St. Paul also has one of the Metro area's lowest treatment fees for individuals who are treated and released at the scene of an incident.

Paramedic fees support the General Fund, which also supports the majority of spending on Fire and Safety Services.



	Budget	Actual	
2001	6,540,000	7,274,858	111.2%
2002	7,339,000	8,530,288	116.2%
2003	9,563,455	9,402,844	98.3%
2004	9,926,767	9,200,000	92.7%
2005	10,655,407	9,856,956	92.5%
2006	10,200,000	9,876,413	96.8%
2007	11,835,896	10,236,954	86.5%
2008	10,641,856	11,199,523	105.2%
2009	12,530,936	11,045,682	88.1%
Adopted 2010	12,498,551	N/A	-
Adopted 2011	10,900,000	N/A	-

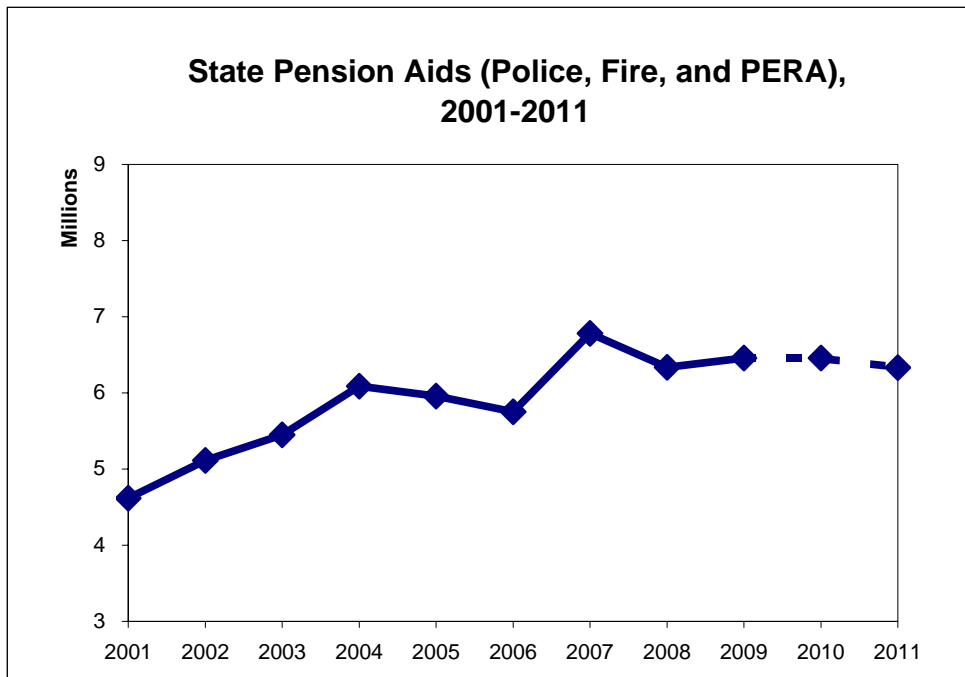
State Pension Aids

The state distributes aid to Police and Fire retirement programs in counties and municipalities based on fire and auto insurance premiums collected in the state. Taxes paid by insurers on those premiums are used to supplement police and fire pension contributions. St. Paul receives aid for Police and Fire pensions based on a number of factors:

- the number of full-time firefighters and sworn police officers St. Paul employs
- the uncovered liabilities (if any) of the police and fire pension funds
- the premiums collected by insurance companies in Minnesota

Only fire and auto insurance premiums are used to calculate pension aid.

State aid is also given to support PERA, the pension fund that includes non-public safety City employees. The vast majority (91%) of state pension aid goes to support Police and Fire pensions. In 2011, pension aids are budgeted to remain fairly stable at \$6.3 million.

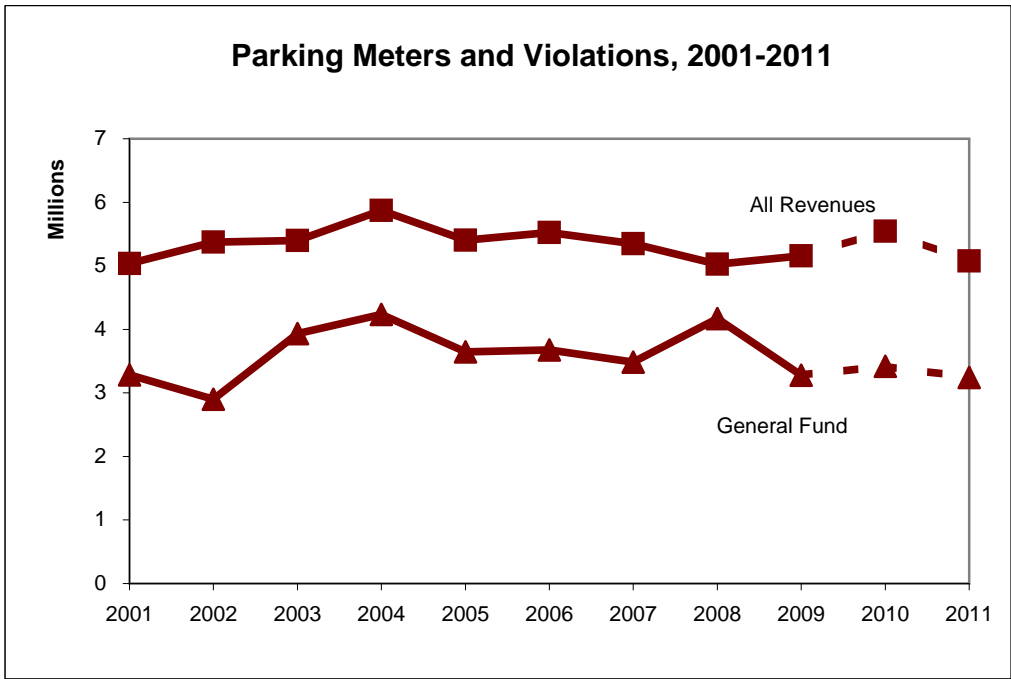
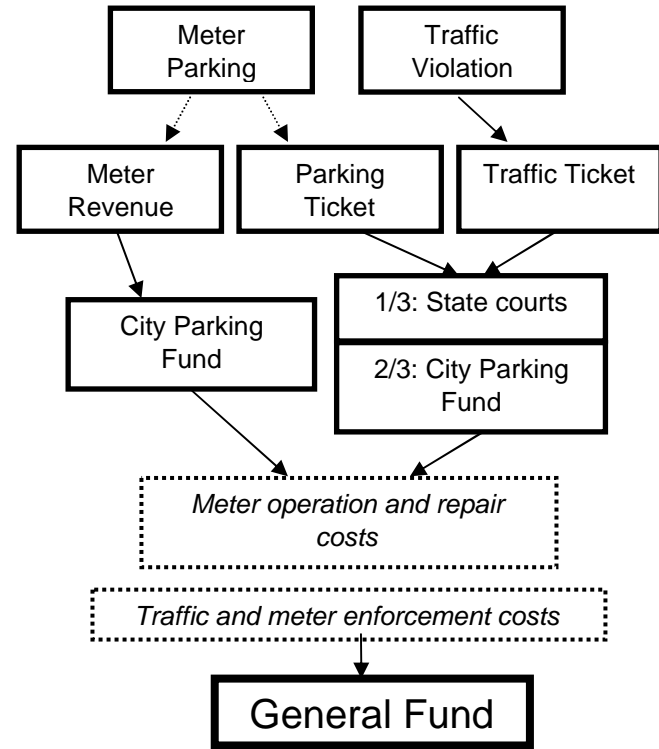


	Budget	Actual	
2001	4,945,633	4,618,796	93.4%
2002	5,170,633	5,111,382	98.9%
2003	5,020,472	5,447,696	108.5%
2004	5,017,512	6,086,374	121.3%
2005	5,303,198	5,957,264	112.3%
2006	6,186,094	5,753,112	93.0%
2007	5,957,264	6,780,409	113.8%
2008	6,736,230	6,335,966	94.1%
2009	6,250,691	6,459,128	103.3%
Adopted 2010	6,459,128	N/A	-
Adopted 2011	6,333,132	N/A	-

Parking Meters and Fines

The City operates over 1,000 parking meters in areas around St. Paul, and St. Paul Police enforce both parking rules and the state’s traffic laws on St. Paul streets and highways. Meter payments are collected by a contracted vendor on behalf of the City, and fines are collected through the state court system. The courts retain 1/3 of the revenue to cover costs, and the remainder is transferred to the City.

Parking revenues are collected by the Department of Public Works, and a portion is retained to cover costs of meter collection and maintenance and police parking enforcement. The remainder is used as a General Fund resource. The flow chart at right illustrates the movement of revenues from collection to the General Fund.



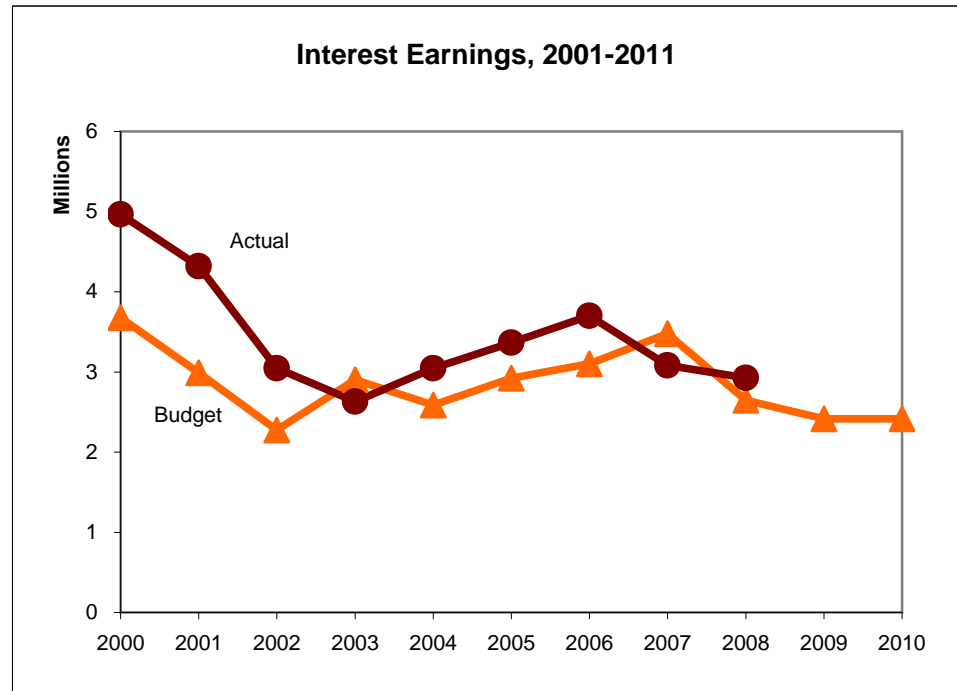
	Budget	Actual	
2001	3,869,950	3,282,280	84.8%
2002	3,868,494	2,900,191	75.0%
2003	3,928,286	3,934,738	100.2%
2004	3,884,407	4,234,327	109.0%
2005	3,901,394	3,644,042	93.4%
2006	3,678,231	3,678,231	100.0%
2007	3,484,043	3,484,043	100.0%
2008	4,170,320	4,170,320	100.0%
2009	3,278,907	3,278,907	100.0%
Adopted 2010	3,418,835	N/A	-
Adopted 2011	3,245,483	N/A	-

Interest Earnings

The City's investment pool earns annual returns based on two key factors: the investment balance of the pool (total amount invested), and the performance of the market. Interest earnings in certain Special Funds have also been awarded to the General Fund in past years.

The City's Investment Policy sets guidelines and restrictions on investments based on the duration of those investments and their relative risk. Investment objectives are **safety, liquidity, return, and loss avoidance**. The investment pool is currently invested in compliance with the City's Investment Policy and State statutes. State law restricts the types of securities municipal governments may invest in.

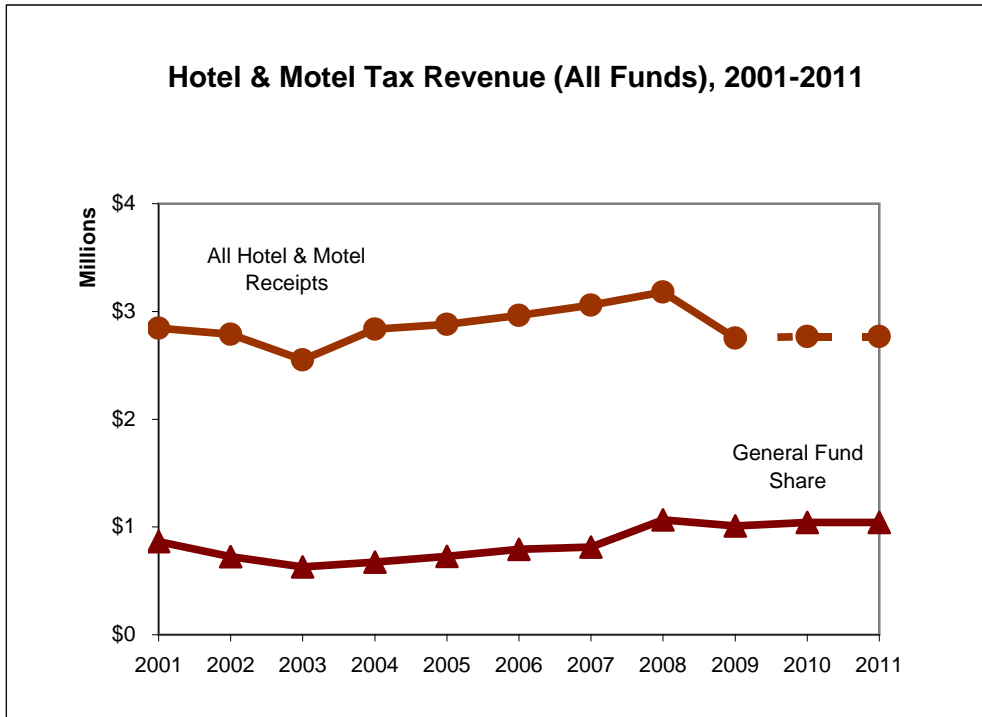
	Budget	Actual	
2001	3,675,000	4,965,250	135.1%
2002	2,991,274	4,319,715	144.4%
2003	2,275,000	3,047,557	134.0%
2004	2,901,500	2,632,212	90.7%
2005	2,587,865	3,046,535	117.7%
2006	2,923,500	3,366,431	115.2%
2007	3,100,000	3,700,995	119.4%
2008	3,477,000	3,083,717	88.7%
2009	2,646,534	2,924,892	110.5%
Adopted 2010	2,415,034	N/A	-
Adopted 2011	2,415,034	N/A	-



Hotel & Motel Tax

The City charges a 6% tax on all room charges in St. Paul, in addition to the state sales tax. For hotels and motels under 50 rooms, the tax is 3%. The tax rate is set by state law.

The receipts from the hotel and motel tax are divided among the City's General and Debt Service Funds as well as the RiverCentre Convention and Visitors Bureau and other City promotional efforts. Most of the revenue from the Hotel & Motel Tax is spent on efforts to promote the City as a destination for conventions and tourism, and to pay debt on visitor destinations like the RiverCentre. Of the 6% tax, roughly 1.65% goes to the General Fund to support City operations.



	General Fund Budget	General Fund Actual	
2001	786,296	863,568	109.8%
2002	839,198	725,949	86.5%
2003	668,700	629,440	94.1%
2004	609,080	673,208	110.5%
2005	734,900	726,526	98.9%
2006	762,760	794,072	104.1%
2007	850,700	815,041	95.8%
2008	1,102,760	1,065,381	96.6%
2009	1,100,000	1,009,590	91.8%
Adopted 2010	1,043,400	N/A	-
Adopted 2011	1,043,400	N/A	-



Department Summaries

Department Summary Sections – Important Notes

In 2010 the City of Saint Paul began the transition to an integrated enterprise resource planning system for managing city finances, payroll, procurement and human resources. Along with the new technology, changes were made to the city's Chart of Accounts (CoA), which is the backbone and organizational structure of the city's finances and accounting. These adjustments have changed how the city creates and reports its annual operating budget. When reading the department summary sections, it is important to note the following:

System Generated Personnel Information

During the transition from the old to new budget system, it was not possible to transfer personnel and full time equivalent (FTE) data. Prior year's personnel and FTE data are available in the summary report sections, but will not be reflected on the system generated reports included in the department summary sections.

Data Mapping

In both the summary sections and the detail reports contained in this document, information is generally displayed as if the city's new chart had been in place in 2009 and 2010. This allows for a more accurate comparison of data, and eliminates confusion about what changes are attributable to chart updates versus spending and financing changes.

Transfers

One of the goals of the new Chart was to bring related activities and functions together under one fund to eliminate the need for large and numerous transfers among city departments. As a result, many duplicative transfers have been removed in the 2011 budget. On the citywide summary pages found at the beginning of this document, as well as the department fiscal summaries and budget changes summaries included in the following sections, these transfers have also been removed from the 2010 Adopted Budget to allow for a more accurate comparison from year to year. However, in the 2009 summary data and the system generated budget reports, these redundant transfers have not been removed.

Fund Consolidation

Under the City's previous chart of accounts, there were 147 separate funds. The new chart eliminates unnecessary funds by consolidating these 147 funds into 31 funds (called "companies" in the new software). Instead of having a large number of narrowly focused funds, departments have been brought together under the umbrellas of larger funds. For example, instead of separate grant funds for each department, there is now one Grants Fund for the city. Because of this fund consolidation, the budgeting and management of these activities is simplified citywide.

Department-Specific Impacts

Other department-specific impacts and implications of the transition from the old to new budget system and chart of accounts are detailed as needed in the following department summary sections. Examples of ways the city has simplified its budget include:

- Reduction of transfers between departments and funds
- Simplification of how departments pay for internal services
- Changes to how departments pay for interconnected services and costs

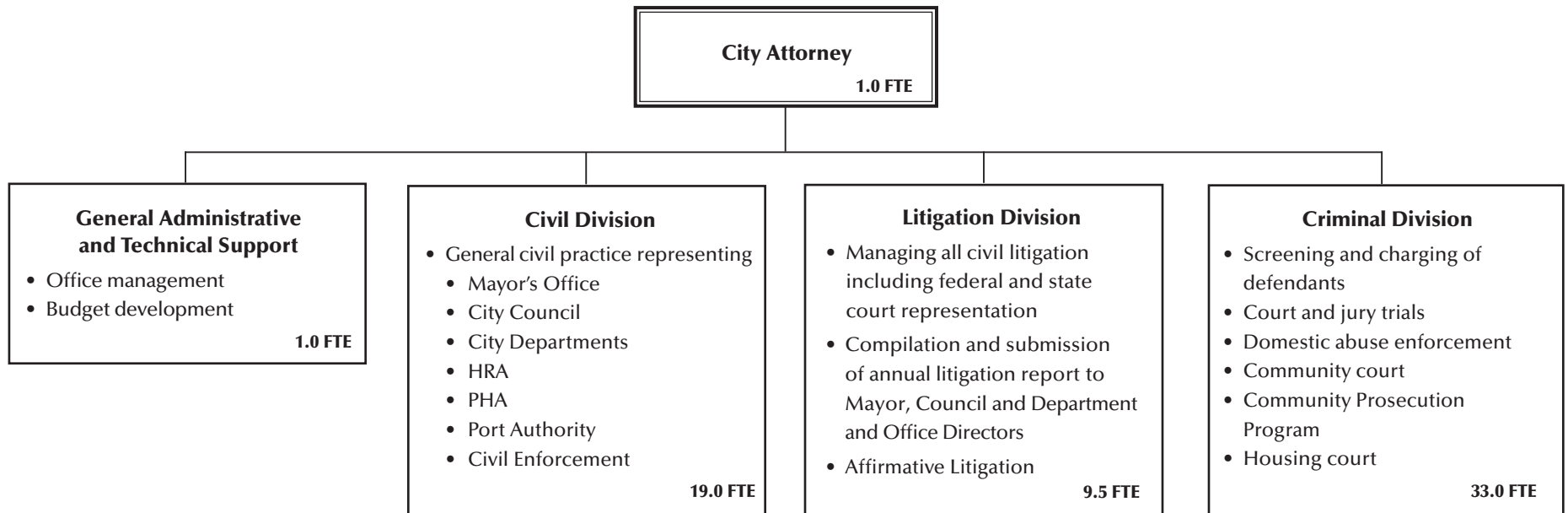
City Attorney's Office

The mission of the Saint Paul City Attorney's Office is to fulfill its duty to represent the city in its legal affairs with integrity, professionalism and collegiality.

Integrity means that we are loyal to the interests of the city and the laws under which it functions.

Professionalism means that we are thorough and creative in representing the interests of the city, respectful of the public process in which we function and courteous to all those with whom we interact.

Collegiality means working together, and with the elected and appointed officials of the city, to continuously seek improvements to the quality of legal services and the efficiency with which they are provided.



(Total 63.5 FTE)

1/03/11

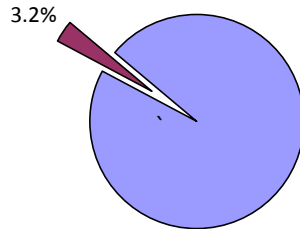
**2011 Adopted Budget
City Attorney's Office**

Department Description:

The Office of the City Attorney strives to deliver outstanding legal services to the city by:

- Providing sound legal advice and superior legal representation to city officials to help them achieve their goals.
- Defending the city in civil litigation matters and aggressively prosecuting civil claims involving the collection of taxpayer monies, public nuisance abatement, civil gang injunctions and other initiatives that preserve the city's livability and public safety.
- Providing public safety and maintaining the city's livability by effectively prosecuting adult misdemeanor and gross misdemeanor crimes in Saint Paul.

CAO's Portion of General Fund Spending



Department Facts

- Total General Fund Budget: \$6,863,484
- Total Special Fund Budget: \$1,118,000
- Total FTEs: 63.5
- Legal settlements & judgments in 2007 (\$47K) and 2008 (\$271K) were at all time lows
- The CAO handles about 15,000 misdemeanor and gross misdemeanor cases per year.
- Approx. 75 civil litigation matters handled by CAO's civil litigation division each year.

Department Goals

- Aligning CAO resources to City and departmental priority outcomes.
- Holding criminal offenders accountable.
- Improving neighborhoods by increasing code compliance and by decreasing nuisance properties.

Recent Accomplishments

- From January 2009 to the present the City's Worthless Check Program has returned over \$19,483.37 to St. Paul merchants. An additional \$10,000 is being paid back under active payment plans. \$4,894.00 in bad checks written to St. Paul merchants forwarded for prosecution review.
- Since 2009 the City's Pilot Driver Diversion Program has assisted 850 participants with obtaining a valid permit to drive while they pay off court fines and fees. Statewide, over \$160,000 in fines have been paid, with \$34,000 of those funds coming directly back to St. Paul.
- Grant funding has allowed the Criminal Division to significantly alter the processing of domestic assault cases where the potential defendant is gone on arrival. Reviewing these cases on a daily basis has cut the turnaround time from approx. 60 days to 8.5 days, raised charging rates from approx. 25% to 75% and increased conviction rates from approx. 70% to 80%.
- Within our Domestic Unit actual Qualified Domestic Violence Related Convictions on GOA cases have gone from a total of 35 per year to a projected 140. That's over 100 more victims of domestic violence each year that are being made safer and over 100 defendants each year being held accountable for their behavior that otherwise would have escaped our grasp.
- Formed a National Multi-City Litigation Working Group on Foreclosures to coordinate legal strategies with other cities to prevent foreclosures and reduce vacant properties.
- Continued to successfully manage the City's tort liability and outside counsel budgets; aligned CAO resources to City and department priorities.
- The Criminal Division continues to implement The City of St. Paul Blueprint for Safety.

2011 Adopted Budget

City Attorney's Office

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	6,271,921	6,396,084	6,943,356	6,863,484	467,400	7.3%
2400: Grants	29,948	140,053	46,840	64,153	(75,900)	-54.2%
7100: Central Services Internal	1,134,362	1,417,908	1,053,847	1,053,847	(364,061)	-25.7%
Financing						
1000: General Fund	891,534	1,024,646	1,074,782	1,126,966	102,320	10.0%
2400: Grants	29,948	140,053	46,840	64,153	(75,900)	-54.2%
7100: Central Services Internal	1,275,339	1,417,908	1,053,847	1,053,847	(364,061)	-25.7%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Increase Continuance for Dismissal (CFD) revenues budgeted in the City Attorney's Office. This is a shift to more accurately reflect the split of fees and fines versus CFD revenues.		150,000
Shift attorneys that support the Department of Safety and Inspections from CAO's Outside Services Fund to the General Fund. This reflects personnel costs only, and does not include central service or overhead charges.	432,694	
3-year grant for domestic violence intervention and prevention ends mid-2011; the personnel funded by this grant will move back to the general fund when the grant is exhausted.	51,574	
Current service level adjustments, primarily consisting of merit-based salary increases, adjustments to fringe benefits calculations and central service charges, and adjustments to transfer financing.	63,004	(99,864)
<u>Adopted Changes</u>		
Reimbursement for attorney time spent on the FLARE grant in the Police Department.		29,000
Increase Continuance for Dismissal (CFD) revenues budgeted in the City Attorney's Office based on current trends.		14,253
Reimbursement for attorney time spent on the Bureau of Justice Assistance Mental Health Court Grant.		8,931
Shift a legal secretary position supporting the legislative hearing process from the City Attorney's Office to City Council operations.	(79,873)	
	<u>467,399</u>	<u>102,320</u>
2400: Grants		
<u>Mayor's Proposed Changes</u>		
3-year grant for domestic violence intervention and prevention ends mid-2011. This change eliminates funding for the expired grant and shifts spending to the General Fund.	(93,213)	(93,213)
<u>Adopted Changes</u>		
Roll forward unspent VAWA grant non-salary dollars	17,313	17,313
	<u>(75,900)</u>	<u>(75,900)</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Shift attorneys that support the Department of Safety and Inspections from CAO's Outside Services Fund to the General Fund.	(567,700)	(567,700)
Additional attorney assigned to Public Housing Authority (PHA), at the request of PHA.	171,563	171,563
Current service level adjustments, including merit-based salary increases, adjustments to fringe benefits, adjustments for central services, and revised financing projections.	32,076	32,076
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(364,061)</u>	<u>(364,061)</u>

CITY OF SAINT PAUL
Department Budget Summary

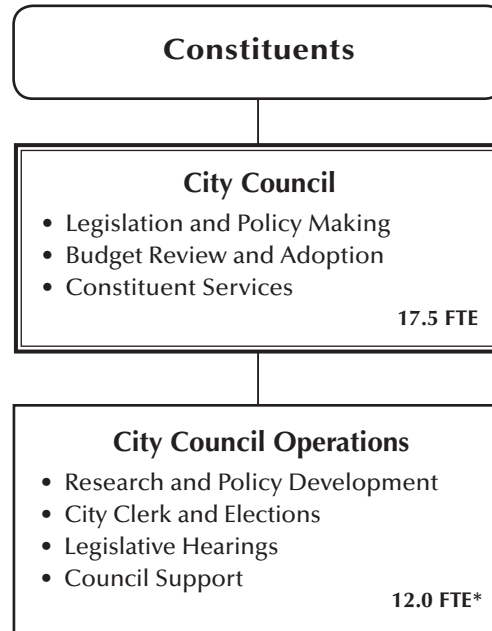
Department: CITY ATTORNEY

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	6,332,106	6,271,921	6,396,084	6,863,484	467,400
2400	GRANT		29,948	140,053	64,153	(75,900)
7100	CENTRAL SERVICES INTERNAL	1,129,819	1,134,362	1,417,908	1,053,847	(364,061)
TOTAL SPENDING BY FUND		7,461,924	7,436,230	7,954,045	7,981,484	27,439
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	6,557,205	6,930,314	7,167,062	7,296,830	129,768
	SERVICES	745,725	426,041	519,652	511,142	(8,510)
	MATERIALS AND SUPPLIES	91,231	76,026	99,029	105,163	6,134
	OTHER MISCELLANEOUS	638	687	2,000	2,000	
	NON OPERATING EXPENSE	67,126	3,162	166,302	66,349	(99,953)
TOTAL SPENDING BY MAJOR ACCOUNT		7,461,924	7,436,230	7,954,045	7,981,484	27,439
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	975,953	891,534	1,024,646	1,126,966	102,320
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE		29,948	115,520	39,709	(75,811)
	FEES SALES AND SERVICES	1,183,258	1,275,339	1,354,685	1,053,847	(300,838)
	MISCELLANEOUS REVENUE	594				
	OTHER FINANCING SOURCE NON OPERATING INCOME			24,533	24,444	(89)
	BUDGET ADJUSTMENTS			63,223		(63,223)
TOTAL FINANCING BY MAJOR ACCOUNT		2,159,804	2,196,820	2,582,607	2,244,966	(337,641)

City Council

The City Council makes legislative, policy, budget approval, and performance auditing decisions for the City of Saint Paul. The seven Councilmembers also serve as the Housing and Redevelopment Authority, the Board of Health, and the Library Board.



* includes 2 FTE in City Clerk's Office

(Total 29.5 FTE)

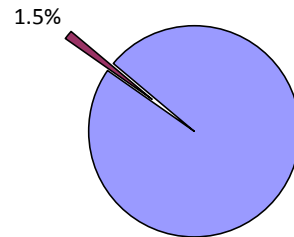
2011 Adopted Budget City Council

Department Description:

The City Council Division makes legislative, policy, budget approval, and performance auditing decisions for the City of Saint Paul. The seven Councilmembers also serve as the Housing and Redevelopment Authority, the Board of Health, and the Library Board.

The City Clerk Division is responsible for maintaining and preserving the records of the City Council from 1854 to the present.

City Council 's Portion of General Fund Spending



Department Facts

- Total General Fund Budget: \$3,101,567
- Total Special Fund Budget: \$0
- Total FTEs: 29.5
- There are seven part time Councilmembers representing the seven wards of the City.
- Councilmember are elected by wards to serve four year terms.
- The current term ends on December 31st, 2011.

Recent Accomplishments

- Considered 1,408 legislative items as part of the weekly City Council meetings.
- Contracted with 50 local non-profits to provide services to residents.

2011 Adopted Budget

City Council

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	2,734,484	3,062,966	3,021,693	3,101,567	38,601	1.3%
Financing						
1000: General Fund	212,102	242,766	183,862	183,862	(58,904)	-24.3%

Budget Changes Summary

	<u>Change from 2010 Adopted</u>	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Recognize previously unbudgeted application fee revenue		14,000
Move city publishing costs from Council operations to the General Government Accounts.	(75,000)	
Current service level adjustments, including employee expense adjustments, technical changes, and one time adjustments.	33,727	(72,904)
<u>Adopted Changes</u>		
Shift a legal secretary position supporting the legislative hearing process from the City Attorney's office to City Council operations. The position was reclassified as policy analyst.	79,874	
	38,601	(58,904)

CITY OF SAINT PAUL
Department Budget Summary

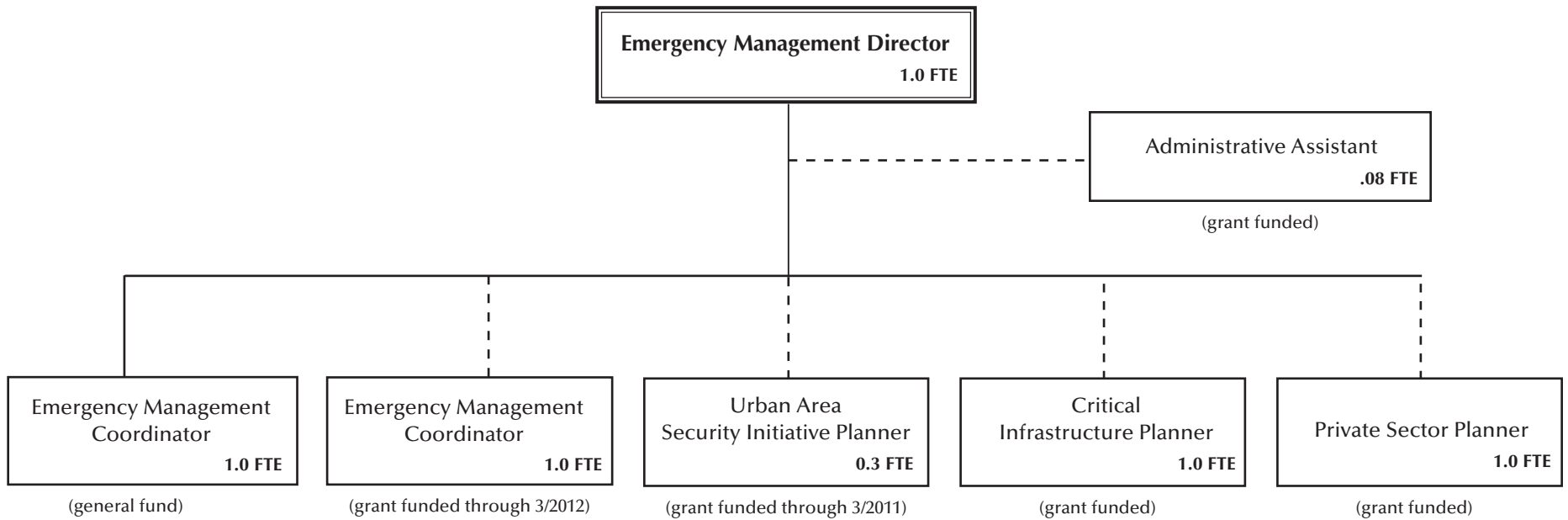
Department: CITY COUNCIL

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	2,729,851	2,734,484	3,158,832	3,101,567	(57,265)
TOTAL SPENDING BY FUND		2,729,851	2,734,484	3,158,832	3,101,567	(57,265)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	2,425,013	2,565,055	2,729,762	2,820,363	90,601
	SERVICES	250,817	133,306	294,882	250,482	(44,400)
	MATERIALS AND SUPPLIES	30,016	12,486	36,122	28,522	(7,600)
	OTHER MISCELLANEOUS	1,042	675	2,200	2,200	
	NON OPERATING EXPENSE	22,962	22,962	95,866		(95,866)
TOTAL SPENDING BY MAJOR ACCOUNT		2,729,851	2,734,484	3,158,832	3,101,567	(57,265)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	204,323	212,102	338,632	183,862	(154,770)
	SPECIAL FUND REVENUES					
TOTAL FINANCING BY MAJOR ACCOUNT		204,323	212,102	338,632	183,862	(154,770)

Emergency Management Organization

To save lives, preserve property, and protect the environment during emergencies and disasters through coordinated prevention, protection, preparation, response and recovery actions.



--- Dotted/dashed line shows grant-funded

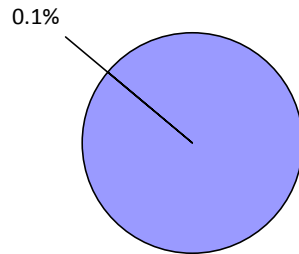
(Total 6.1 FTE)

**2011 Adopted Budget
Office of Emergency Management**

Department Description:

The Office of Emergency Management provides services to the community through education, training, outreach and disaster response. The department also provides critical services to other city departments through obtaining and managing grants, providing equipment, training, planning and coordination of response to large-scale incidents and emergencies. Emergency Management includes significant pre- and post disaster activities, including preparedness, prevention, response, and recovery. The department also coordinates emergency assistance for disaster response under statewide and inter-state mutual aid agreements.

**Emergency Management's
Portion of General Fund
Spending**



Department Facts

- Total General Fund Budget: \$260,052
- Total Special Fund Budget: \$1,812,474
- Total FTEs: 6.1
- Since 2006, the department has managed over \$9,937,000 in grant funds.
- The department maintains compliance with National Incident Management System requirements.
- The department must plan for 15 specific national planning scenarios and hazards.
- There are 37 "Target Capabilities" that the City is trying to achieve in preparedness.

Department Goals

- Ensure Saint Paul readiness for emergencies - as an organization and as a provider of essential services to the community.
- Schools in Saint Paul will be prepared for emergencies - work with the schools to ensure preparedness (public, private, post-secondary)
- Businesses in Saint Paul will be prepared for emergencies
- Individuals and families are prepared for emergencies

Recent Accomplishments

- Coordinated response to Spring 2010 flooding in Saint Paul. The floods ranked as the 8th highest on record, cresting just over 18 ft on 03/24/2010. Recovery of over \$600,000 in eligible costs was coordinated by the department.
- The department hosted a major multi-department table-top exercise for specialty response to a terrorism scenario, attended by close to 100 responders.
- Staff continues to facilitate SkyWarn Weather spotter training for city staff and partner agencies.
- Department personnel have identified over 1,000 Critical Infrastructure/Key Resource assets within the City. An extensive, multi-year Hazard Analysis was started in 2010.

2011 Adopted Budget

Emergency Management

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	244,367	252,429	260,052	260,052	7,623	3.0%
2400: Grants	581,017	1,543,704	543,220	1,812,474	268,770	17.4%
Financing						
1000: General Fund	-	-	-	-	-	-
2400: Grants	581,017	1,543,704	543,220	1,812,474	268,770	17.4%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments include personnel spending increases attributable to health care and salary steps.	7,623	-
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	7,623	-
 2400: Grants		
<u>Mayor's Proposed Changes</u>		
Adjust grant budgets to close out completed grants, add anticipated new grants, and carry forward unspent grant balances.	(1,000,484)	(1,000,484)
<u>Adopted Changes</u>		
Amend grant budgets to recognize new grants and carry forward unspent grant balances.	1,269,254	1,269,254
	268,770	268,770

CITY OF SAINT PAUL
Department Budget Summary

Department: EMERGENCY MANAGEMENT

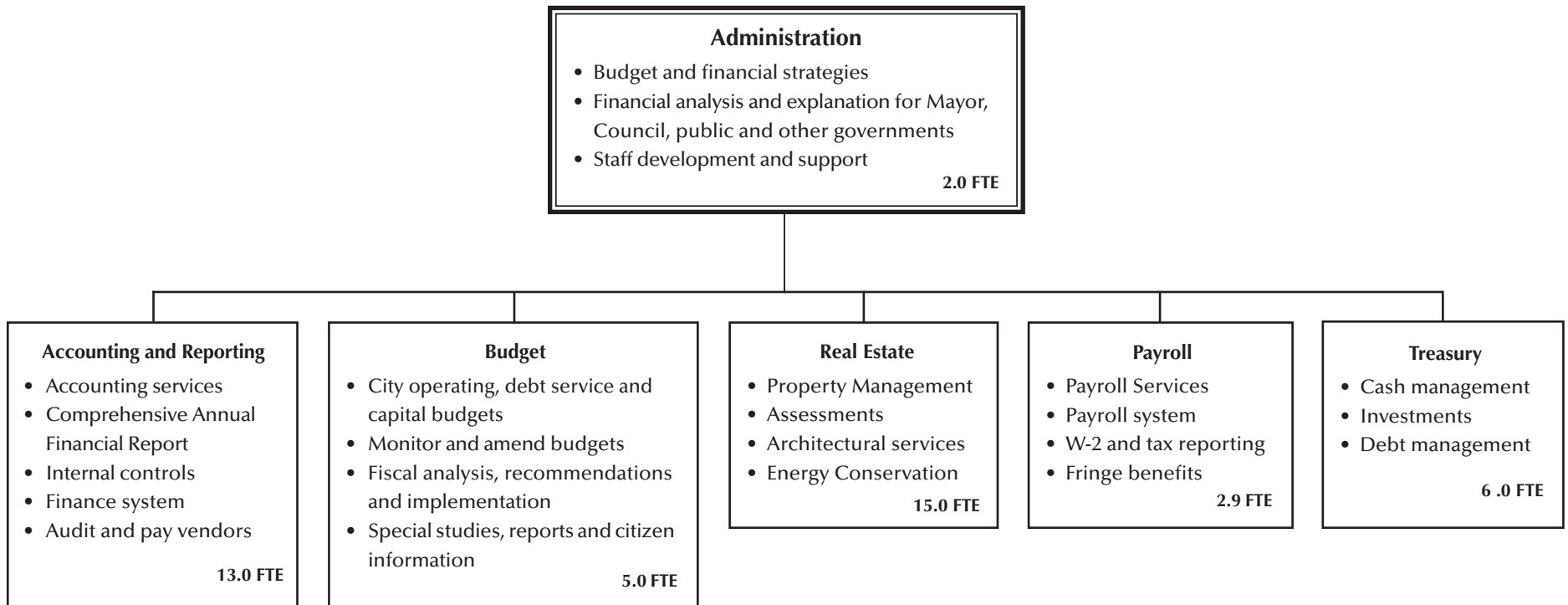
Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	178,784	244,367	252,429	260,052	7,623
2400	GRANT	1,229,396	581,017	1,543,704	1,812,474	268,770
TOTAL SPENDING BY FUND		1,408,179	825,384	1,796,133	2,072,525	276,392
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	171,474	278,030	416,974	610,742	193,768
	SERVICES	35,633	50,126	534,103	585,337	51,234
	MATERIALS AND SUPPLIES	979,024	190,751	378,265	576,823	198,558
	CAPITAL OUTLAY	222,048	306,477	466,791	299,623	(167,168)
TOTAL SPENDING BY MAJOR ACCOUNT		1,408,179	825,384	1,796,133	2,072,525	276,392
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	13,263				
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE	1,229,396	581,017	1,543,704	695,205	(848,499)
	BUDGET ADJUSTMENTS				1,117,269	1,117,269
TOTAL FINANCING BY MAJOR ACCOUNT		1,242,658	581,017	1,543,704	1,812,474	268,770



Financial Services

Manage the City's financial resources and assets to ensure taxpayers' confidence, the organization's effectiveness and the City's fiscal integrity.



(Total 43.9 FTE)

7/30/10

**2011 Adopted Budget
Office of Financial Services (OFS)**

Department Description:

The Office of Financial Services (OFS) plays a vital role in supporting City operations. OFS provides services in five key areas.

Budgeting prepares, implements and monitors annual operating, debt service and capital budgets; and provides fiscal analysis and projections for the Mayor and City Council.

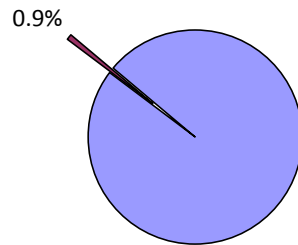
Accounting and Reporting ensures that all financial transactions and accounting practices conform to generally accepted accounting principles, state law, and city administrative code and policies; and ensures that those who do business with the City get paid correctly and on time.

Payroll ensures that all city employees receive their pay and benefits accurately and on time.

Treasury manages and invests the City's cash resources to earn a competitive rate of return; and manages the City's debt portfolio to ensure competitive rates and timely repayment.

Real Estate Management Services provides property management, project management and design; facilitates energy conservation efforts; and processes assessment billings.

OFS's Portion of General Fund Spending



Department Goals

Ensure strong management of the City's financial resources and assets through:

- Accurate financial reporting
- High bond ratings
- Investment practices that preserve our financial assets
- Attention to the City's debt load and fund balances

Department Facts

- Total General Fund Budget: \$ 2,004,923
- Total Special Fund Budget: \$ 19,875,585
- Total FTEs: 40.6
- Saint Paul's operating, capital and debt service budgets total just over \$600 million.
- Saint Paul is one of only 72 cities nationally with a AAA bond rating.
- OFS manages over \$220 million of cash balances and a \$500 million debt portfolio.
- OFS processes over 3,500 payroll checks with 99.9% accuracy.
- OFS processes over \$200 million of annual payments to vendors.
- OFS processes over \$31M in assessment and service charges against 81,000 parcels of land.

Recent Accomplishments

- Received the Government Finance Officer's Association (GFOA) Certificate of Achievement for excellence in reporting for the 33rd consecutive year.
- Maintained the city's AAA (Standard and Poor's) and Aa2 (Moody's) bond ratings.
- Developed and implemented balanced 2010 operating, capital, and debt budgets.
- Implemented the budget module of the COMET project with the Office of Technology in conjunction with the COMET core team.
- Completed 25 energy conservation projects citywide resulting in lowered energy consumption for the facilities.
- Facilitated the sale and issuance of over \$138 million of bonds, for project financing or debt restructuring, utilizing various financing tools, including Build America Bonds, resulting in record low interest rates and debt service savings.

2011 Adopted Budget

Office of Financial Services

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	3,617,099	3,387,997	3,574,486	2,004,923	(1,383,074)	-40.8%
2100: Special Revenue	19,782	54,939	25,932	1,492,995	1,438,056	2617.6%
2200: Assessment	6,198,028	6,176,868	6,386,601	5,542,568	(634,300)	-10.3%
2400: Grants	-	-	-	404,500	404,500	
7100: Central Services Internal	10,513,389	10,133,999	12,044,417	12,044,417	1,910,418	18.9%
7200: Services and Supplies	146,908	3,149,560	795,605	391,105	(2,758,455)	-87.6%
Financing						
City-Wide General Revenues**	148,298,849	151,120,661	165,350,683	165,640,273	14,519,612	9.6%
1000: General Fund	2,414,772	2,725,273	1,829,365	229,201	(2,496,072)	-91.6%
2100: Special Revenue	19,782	54,939	25,932	1,492,995	1,438,056	2617.6%
2200: Assessment	5,872,070	6,176,868	6,386,601	5,542,568	(634,300)	-10.3%
2400: Grants	-	-	-	404,500	404,500	
7100: Central Services Internal	16,537,661	10,133,999	12,044,417	12,044,417	1,910,418	18.9%
7200: Services and Supplies	1,114,870	3,149,560	795,605	391,105	(2,758,455)	-87.6%

*The 2010 General Fund Adopted totals have been adjusted. In previous years, transfers moved resources among funds. Starting in 2011, all affected accounting units are in the general fund, so these transfers are not necessary. The adjusted total more accurately reflects the budget change from 2010-11.

**More information on City-wide revenue can be found in the "Major General Fund Revenue" section.

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Remove one-time use of Hotel/Motel tax Fund balance used as general revenue in 2010		(500,000)
Remove one-time funding (transfers to Human Resources and Fire) for the 2010 firefighter test.		(395,908)
Additional funding for a city-wide auditor to ensure compliance with best practices in financial and cash management.	80,654	
Current service level adjustments (fringes, salary steps, inflation, etc.)	105,835	
<u>Adopted Changes</u>		
Move budget for the RiverCentre share of Hotel/Motel tax to special revenue fund	(1,467,063)	(1,467,063)
Recognize revenue dedicated to RiverCentre debt directly in debt fund	(102,500)	(102,500)
Revise general service fee revenue based on recent trends		(30,601)
	<u>(1,383,074)</u>	<u>(2,496,072)</u>
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Remove one-time funding (transfer) in 2010 for the Grants Manager position. This position is funded by the Central Services charge in 2011.	(26,132)	(26,132)
Current service level adjustments (fringes, salary steps, inflation, etc.)	(2,875)	(2,875)
<u>Adopted Changes</u>		
Move budget for RiverCentre share of Hotel/Motel tax from general fund to special revenue fund	1,467,063	1,467,063
	<u>1,438,056</u>	<u>1,438,056</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2200: Assessment		
<u>Mayor's Proposed Changes</u>		
Reduce the transfer of assessment revenues to reflect vacant building demolitions assumptions in the DSI budget.	(450,000)	(450,000)
Increase the transfer to General Fund to reflect anticipated assessments of general funded activities in Parks and DSI.	645,533	645,533
Current service level adjustments (fringes, salary steps, inflation, etc.)	14,200	14,200
<u>Adopted Changes</u>		
Adjust Capital Project Assessment financing and spending to reflect trends	(844,033)	(844,033)
	<u>(634,300)</u>	<u>(634,300)</u>
2400: Grants		
<u>Mayor's Proposed Changes</u>		
No changes from 2010 Adopted budget	-	-
<u>Adopted Changes</u>		
Move Federal Energy Grant projects to the grants fund from the services and supplies fund	404,500	404,500
	<u>404,500</u>	<u>404,500</u>
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Add use of retained earnings in the City Hall Annex for planned building improvements.	796,676	796,676
Adjust internal Central Service reimbursements to reflect revised cost and revenue allocations.	1,019,230	1,134,255
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	94,512	(20,513)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget	-	-
	<u>1,910,418</u>	<u>1,910,418</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
7200: Services and Supplies		
<u>Mayor's Proposed Changes</u>		
Correction to the Federal Energy Grant and expenditures--full 3 year budget had been reflected in the 2010 budget.	(2,767,000)	(2,767,000)
Correction to the Federal Energy Grant and expenditures to reflect 2011 portion of the 3 year budget.	404,500	404,500
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	8,545	8,545
<u>Adopted Changes</u>		
Move Federal Energy Grant projects to the grants fund	(404,500)	(404,500)
	<u>(2,758,455)</u>	<u>(2,758,455)</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: FINANCIAL SERVICES

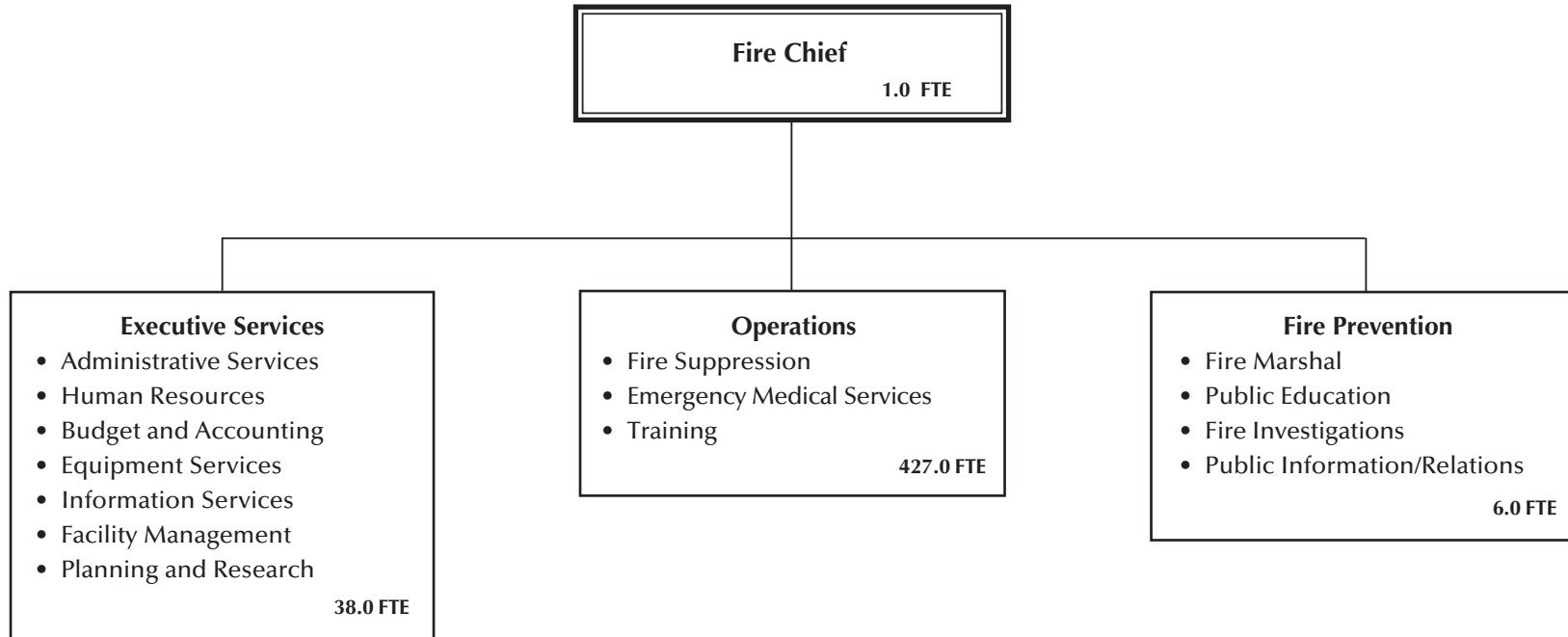
Budget Year: 2011

	2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>					
1000 GENERAL FUND	3,445,418	3,617,099	4,393,905	2,004,923	(2,388,982)
2100 SPECIAL REVENUE	18,887	19,782	54,939	1,492,995	1,438,056
2200 ASSESSMENT	4,462,541	6,198,028	6,176,868	5,542,568	(634,300)
2400 GRANT	39,487,785	2,926	2,767,000	404,500	(2,362,500)
7100 CENTRAL SERVICES INTERNAL	12,139,843	10,513,389	10,133,999	12,044,417	1,910,418
7200 SERVICES AND SUPPLIES	244,761	146,908	382,560	391,105	8,545
TOTAL SPENDING BY FUND	<u>59,799,234</u>	<u>20,498,131</u>	<u>23,909,271</u>	<u>21,880,508</u>	<u>(2,028,763)</u>
<u>Spending by Major Account</u>					
EMPLOYEE EXPENSE	6,706,940	3,342,170	3,561,855	3,810,515	248,660
SERVICES	6,627,111	1,022,018	2,840,482	1,618,192	(1,222,290)
MATERIALS AND SUPPLIES	5,517,146	391,265	1,254,929	687,770	(567,159)
OTHER MISCELLANEOUS	28,021,021	2,722,682	2,547,065	2,097,065	(450,000)
CAPITAL OUTLAY	2,754,247	169,475	114,067	910,743	796,676
DEBT SERVICE Total	335,293	861,207	1,056,064	1,056,064	-
NON OPERATING EXPENSE	9,837,476	11,989,314	12,534,809	11,700,160	(834,649)
TOTAL SPENDING BY MAJOR ACCOUNT	<u>59,799,234</u>	<u>20,498,131</u>	<u>23,909,271</u>	<u>21,880,508</u>	<u>(2,028,763)</u>
<u>Financing by Major Account</u>					
GENERAL FUND REVENUES	148,366,915	150,713,621	157,795,756	165,869,474	8,073,718
SPECIAL FUND REVENUES					
TAXES	-	-	-	1,467,063	1,467,063
LICENSE AND PERMIT Total	-	7,600	10,000	10,000	-
INTERGOVERNMENTAL REVENUE	39,300,973	-	2,797,000	404,500	(2,392,500)
FEES SALES AND SERVICES	-	704,363	844,481	850,614	6,133
ASSESSMENT	4,977,368	5,868,820	6,176,868	5,542,568	(634,300)
INVESTMENT INCOME	689,786	467,464	450,000	450,000	-
INTEREST EARNED OTHER	585,992	513,399	437,886	437,886	-
MISCELLANEOUS REVENUE	6,773,050	7,496,625	7,573,008	9,509,831	1,936,823
OTHER FINANCING SOURCE NON OPERATING INCOME	18,887	8,489,039	1,162,175	1,118,925	(43,250)
BUDGET ADJUSTMENTS	-	-	63,948	84,198	20,250 ⁷⁹
TOTAL FINANCING BY MAJOR ACCOUNT	<u>200,712,970</u>	<u>174,260,930</u>	<u>177,311,122</u>	<u>185,745,059</u>	<u>8,433,937</u>



Fire Department

The dedicated professionals of the Saint Paul Fire Department will seize every opportunity to provide compassionate, prompt, state-of-the-art services to ensure the safety and well being of our community.



(Total 472.0 FTE)

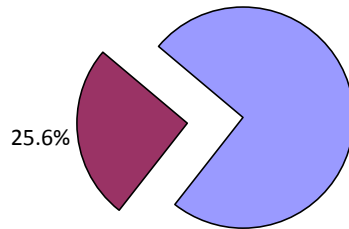
2011 Adopted Budget Fire Department

Department Description:

The Saint Paul Fire Department provides compassionate, prompt, state-of-the-art services to ensure the safety and well being of our community. The Fire Chief oversees the three divisions of the department: Operations, Executive Services, and Fire Prevention.

- **Operations**--manages fire suppression, emergency medical services, hazardous materials response, and training.
- **Executive Services**--manages all administrative services including budget and accounting, human resources, information services, facility management, and equipment services.
- **Fire Prevention**--administers public education efforts, the fire investigation division, and the Fire Marshal acts as the Public Information Officer for the department.

Fire Portion of General Fund Spending



Department Goals

- Prevent Home Fires
- Reduce Traumatic Events Through Awareness
- Citizens "Fired Up" for Saint Paul

Department Facts

- Total General Fund Budget: 54,673,164
- Total Special Fund Budget: 6,190,878
- Total FTEs: 472.00
- 2009 Total Emergency Responses: 33,680 (Fire 14,390 and EMS 24,977)
- 2009 Department Average Response Time: 4 minutes 46 seconds
- 2009 Total Dollar Loss (due to fire) \$8,516,583
- 2009 Total Dollar Loss (due to arson) \$2,602,981
- 3 Arson Arrests in 2009
- Over 85,000 citizens received fire safety education
- Of the 886 structure fires, 82% were confined to the room of origin

Recent Accomplishments

- Conducted intensive recruiting / outreach effort in conjunction with firefighter entrance test. 2,550 applicants, with 979 on certified hiring list.
- Improved community & youth involvement through a variety of Open Houses; Citizens Academies; Women's Expos; Fire Explorer Post activities; & Child Safety events.
- Implemented Project Safe Haven (courtesy home visits by firefighters) and designed/built a Kitchen Fire Demonstration Trailer to reduce accidents & fires in the home.
- Implemented an EMS Academy that provides jobs to economically disadvantaged youth & prepares them for fire/EMS careers; 83 students in 3 classes.
- Completed the design, construction, and April 2010 move in to a new Fire Station/Headquarters building; the green roof will be completed by the fall of 2010.
- All Firefighters were trained in both basic & advanced vehicle/bus extrication.
- A collaborative effort with area hospitals improved care of stroke/heart attack patients.

2011 Adopted Budget

Fire Department

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	49,707,545	53,178,411	54,759,325	54,673,164	1,494,753	2.8%
2100: Special Revenue	262,058	265,082	1,215,578	1,265,578	1,000,496	377.4%
2400: Grants	885,581	861,770	581,145	1,157,645	295,875	34.3%
7150: Equipment Services Internal	3,515,268	3,707,264	3,767,655	3,767,655	60,391	1.6%
Financing						
1000: General Fund	11,581,267	13,370,644	11,972,093	11,772,093	(1,598,551)	-12.0%
2100: Special Revenue	125,438	265,082	1,215,578	1,265,578	1,000,496	377.4%
2400: Grants	885,581	861,770	581,145	1,157,645	295,875	34.3%
7150: Equipment Services Internal	3,613,766	3,707,264	3,767,655	3,767,655	60,391	1.6%

*The 2010 General Fund Adopted totals have been adjusted. In previous years, transfers moved resources among funds. Starting in 2011, all affected accounting units are in the general fund, so these transfers are not necessary. The adjusted total more accurately reflects the budget change from 2010-11.

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Reduce Paramedic fee revenue based upon current trend of lower revenues		(1,398,551)
Adjust worker's compensation cost estimate	587,905	
Net increase to General Fund for SAFER grant-funded firefighters. The federal grant-funded portion decreased, plus the City paid for incremental increases, like steps and fringes.	297,794	
Add funding to conduct validation study of the Firefighter exam	150,000	
Remove funding for additional Overtime that was held in contingency in 2010 due to financial constraints.	(250,000)	
Current service level adjustments (fringes, salary steps, inflation, etc.)	795,215	-
<u>Adopted Changes</u>		
Further reduce Paramedic fee revenue based upon current trends		(200,000)
Reduce worker's compensation cost estimate	(336,161)	
Increase overtime budget for military leave	250,000	
	<u>1,494,753</u>	<u>(1,598,551)</u>
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Shift STAR capital vehicle spending for 2 engines and 1 ambulance from the STAR budget	950,496	950,496
<u>Adopted Changes</u>		
Private Grant--EMS Academy for youths to prepare for careers in fire and/or EMS service	50,000	50,000
	<u>1,000,496</u>	<u>1,000,496</u>

Budget Changes Summary

	<u>Change from 2010 Adopted</u>	
	Spending	Financing
2400: Grants		
<u>Mayor's Proposed Changes</u>		
Federal SAFER grant's share of firefighters reduced in second year of grant; costs shifted to General Fund.	(280,625)	(280,625)
<u>Adopted Changes</u>		
2009 Assistance to Firefighter Grant	576,500	576,500
	<u>295,875</u>	<u>295,875</u>
7150: Equipment Services Internal		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments (fringes, salary steps, inflation, etc.)	60,391	60,391
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget	-	-
	<u>60,391</u>	<u>60,391</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: FIRE

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	47,271,598	49,707,545	53,428,164	54,673,164	1,245,000
2100	SPECIAL REVENUE	419,065	262,058	265,082	1,265,578	1,000,496
2400	GRANT	104,557	885,581	861,770	1,157,645	295,875
7150	EQUIPMENT SERVICES INTERNAL	3,795,299	3,515,268	3,707,264	3,767,655	60,391
TOTAL SPENDING BY FUND		51,590,519	54,370,451	58,262,280	60,864,042	2,601,762
<u>Spending by Major Account</u>						
EMPLOYEE EXPENSE		43,934,008	46,123,499	49,911,163	51,768,606	1,857,443
SERVICES		2,416,315	2,478,050	2,964,871	3,201,369	236,498
MATERIALS AND SUPPLIES		4,586,049	4,840,085	4,656,395	4,544,583	(111,812)
OTHER MISCELLANEOUS		21,680	9,821	269,000	27,000	(242,000)
CAPITAL OUTLAY		338,707	300,258	157,856	1,252,352	1,094,496
NON OPERATING EXPENSE		293,759	618,738	302,995	70,132	(232,863)
TOTAL SPENDING BY MAJOR ACCOUNT		51,590,519	54,370,451	58,262,280	60,864,042	2,601,762
<u>Financing by Major Account</u>						
GENERAL FUND REVENUES		12,313,477	11,581,267	13,930,618	11,772,093	(2,158,525)
SPECIAL FUND REVENUES						
INTERGOVERNMENTAL REVENUE		104,460	885,581	861,770	1,157,645	295,875
FEES SALES AND SERVICES		3,766,960	3,652,170	3,709,264	3,769,655	60,391
MISCELLANEOUS REVENUE		36,810	71,675	43,200	93,200	50,000
OTHER FINANCING SOURCE NON OPERATING INCOME		2,139	15,359		950,496	950,496
BUDGET ADJUSTMENTS				219,882	219,882	
TOTAL FINANCING BY MAJOR ACCOUNT		16,223,846	16,206,052	18,764,734	17,962,971	(801,763)

General Government Accounts

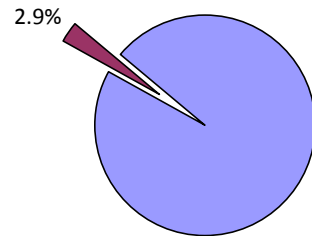
To budget for services provided on a city-wide basis and not directly associated with an operating department or office.

2011 Adopted Budget
General Government Accounts

Department Description:

General Government Accounts represent spending activities that exist across the City, but are not necessary assignable to a specific department. Functions include the pass through of the City share of employee benefits, city-wide tort liability costs, city elections, outside legal services, the civic organization partnership program, district councils and neighborhood crime prevention programs, support for financial forms and reports used by all city departments, costs associated with the City's participation in municipal organizations like the League of Minnesota Cities, legislative support services, the city-wide financial audit, maintenance and upkeep of City Hall, costs of the Charter Commission and Capital Improvement Budget committee and the general fund share of city-wide technology investment.

**General Government Account's
Portion of General Fund
Spending**



Department Facts

- Total General Fund Budget: \$6,302,433
- Total Special Fund Budget: \$0
- Total FTEs: 2.2
- Annually receive an "unqualified" opinion on the City financial audit.
- Support 17 citizen participation districts and 25 neighborhood crime prevention organizations.
- The City occupies 35% of the City Hall - Courthouse facility.

Department Goals

- Support city-wide functions and initiatives through the proper allocation of resources.
- Ensure that the city-wide fringes fully accounts for the cost of employee benefits.

Recent Accomplishments

- Managed worker's compensation costs within allocated budgets.
- Working with the City's labor union representatives, city staff have continued to manage the financial control of city employee benefit costs.
- Allocations for city-wide technology needs provided a financial foundation to begin planning for the City Operations Modernization & Enterprise Transformation (COMET) project.

2011 Adopted Budget

General Government Accounts

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	4,665,677	7,469,095	6,156,932	6,302,433	(1,166,662)	-15.6%
Financing						
1000: General Fund	7,823,030	7,244,215	7,200,715	7,021,271	(222,944)	-3.1%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Shift interest earnings budgeted in General Government to citywide General Revenue.		(43,500)
Shift City Clerk publications budget from City Council to General Government.	75,000	
Remove Mayor's contingency that was set aside for unemployment, bumping costs and fringe adjustments related to 2010 budget reductions	(1,225,000)	
Reduce public improvement assessment costs and other cost shifts on exempt and forfeited property assessments.	(141,181)	
Other miscellaneous adjustments	(20,982)	
<u>Adopted Changes</u>		
Adjust Police Pension Aid revenue to reflect current projections		(150,012)
Adjust Fire Pension Aid revenue to reflect current projections		(29,432)
Shift personnel costs from Mayor's Office to General Government - Intergovernmental Relations to reflect actual staffing patterns	6,973	
Appropriate resources for Ranked Choice Voting voter education and outreach	75,000	
Increase Community Organization Partnership Program (COPP) funding	79,800	
Reduce worker's compensation cost estimate	(16,272)	
	<u>(1,166,662)</u>	<u>(222,944)</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: GENERAL GOVERNMENT ACCOUNTS

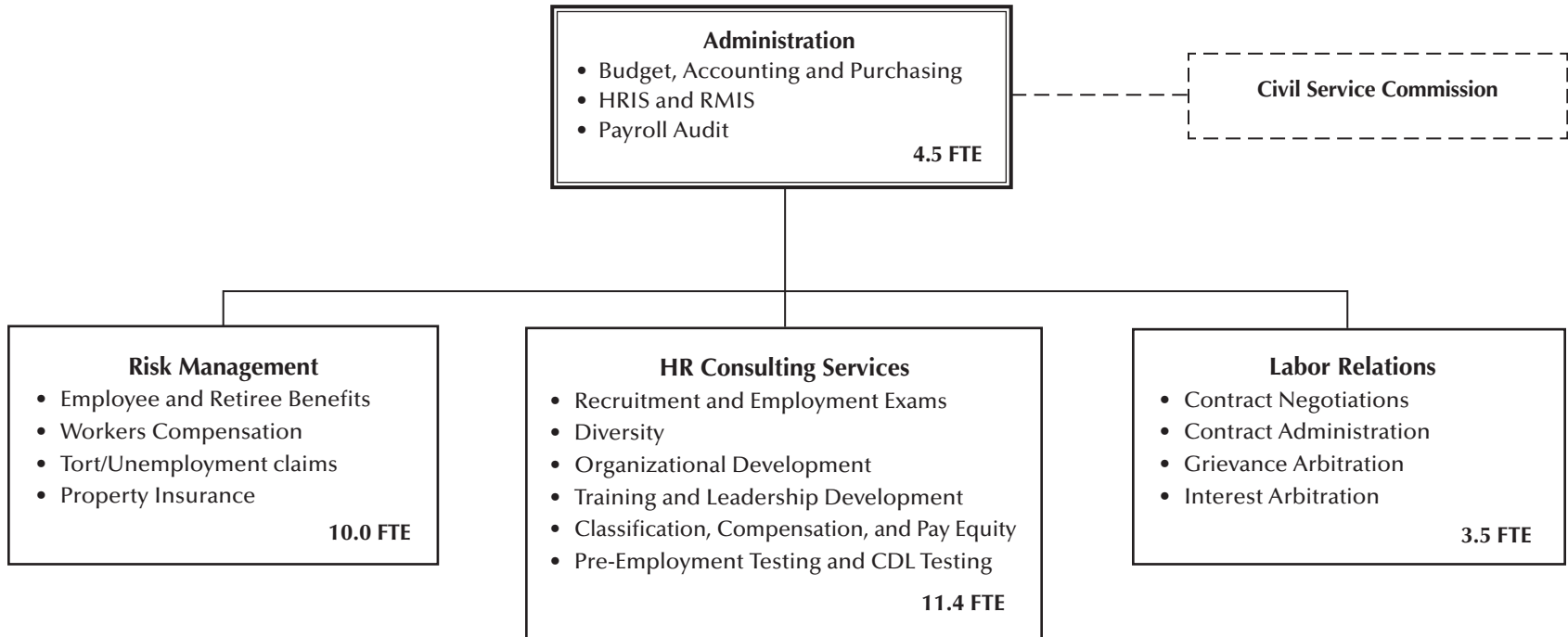
Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	8,579,490	4,665,677	7,469,095	6,302,433	(1,166,662)
TOTAL SPENDING BY FUND		8,579,490	4,665,677	7,469,095	6,302,433	(1,166,662)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	234,502	202,264	303,957	258,523	(45,434)
	SERVICES	2,997,053	3,171,285	3,203,229	3,417,896	214,667
	MATERIALS AND SUPPLIES	20,867	32,196	24,442	24,442	
	OTHER MISCELLANEOUS	2,670,269	1,259,932	3,877,467	2,541,572	(1,335,895)
	DEBT SERVICE	2,188,018				
	NON OPERATING EXPENSE	468,781		60,000	60,000	
TOTAL SPENDING BY MAJOR ACCOUNT		8,579,490	4,665,677	7,469,095	6,302,433	(1,166,662)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	9,952,966	7,823,030	7,244,215	7,021,271	(222,944)
	SPECIAL FUND REVENUES					
TOTAL FINANCING BY MAJOR ACCOUNT		9,952,966	7,823,030	7,244,215	7,021,271	(222,944)



Human Resources

Be a strategic leader and partner, promoting organizational and individual effectiveness.



(Total 29.4 FTE)

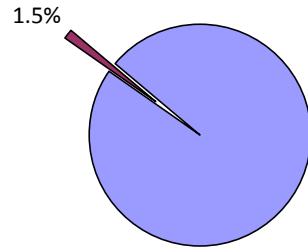
8/3/10

**2011 Adopted Budget
Office of Human Resources**

Department Description:

The Office of Human Resources plays a vital role in providing strategic organizational service and support to all City departments. HR's major functions include: CONSULTING SERVICES - create and interpret personnel policies; audit payrolls; recruit qualified and diverse candidates and administer the employment testing process; conduct investigations; develop organizational capacity through job analyses; determine appropriate compensation based upon comparable worth; advocacy work in Civil Service Commission hearings. LABOR RELATIONS - negotiate and administer collective bargaining agreements with employee unions; represent management in arbitrations, labor management committees, policy development and grievance handling; assist managers on employee issues. RISK MANAGEMENT - provide management assistance to all City risk treatment programs; manage employee and retiree benefit functions; measure, analyze and report risks; administer the worker's compensation program.

**Human Resources Portion of
General Fund Spending**



Department Goals

- Attract, develop, and retain a diverse, professional workforce.
- Align HR resources to city and department needs.
- Reduce the growth of health care costs.
- Increase the safety of employees and reduce workers compensation costs.

Department Facts

- Total General Fund Budget: \$ 3,239,921
- Total Special Fund Budget: \$ 4,348,389
- Total FTEs: 29.40
- Number of active labor contracts: 22
- Organizational design studies in 2009: 318
- Administered 30 employment exams in 2009
- Work comp files opened in 2009: 784
- Work comp files open at year end: 502
- Tort files opened in 2009: 370
- Tort files open at year end: 59
- Workplace conduct investigations in 2009: 23
- Grievances processed in 2009: 55

Recent Accomplishments

- Successful Firefighter exam. Of 2,550 original applicants, 979 made it through both exams with significant increases in persons of color & women.
- Restructured the Labor Management Safety Committee (LMSC) and instituted monthly meetings, a new website and safety messages. MN DOLI recognized the department for a 100% perfect prompt reporting for workers compensation claims.
- Selected HealthPartners as our new insurance provider for regular retirees with 0% increase in 2011 and max of 9.5% for 2012. For active and early retirees, negotiated maximum increase rates at 9.5% for each year. Reached agreement for HealthPartners to provide a wellness coordinator one day a week. The new VEBA/HRA plan was implemented. The new Benefits Debit Card for employee Flexible Spending use was introduced and implemented. Optional insurances (LTD, STD, AD&D, and Life) were reviewed with no premium increase.
- Citywide training: Advanced Manager, New Employee Orientation, First Line Supervisor, Pre-Retirement Planning Seminar
- Implemented NEOGOV, an on-line applicant and exam system, to streamline and optimize
- Conducted hiring processes for Police Chief & directors of Public Works & DSI.

2011 Adopted Budget

Office of Human Resources

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	3,017,099	3,169,122	3,239,921	3,239,921	70,799	2.2%
7100: Central Services Internal	2,734,792	3,379,141	4,348,389	4,348,389	969,248	28.7%
Financing						
1000: General Fund	231,550	304,643	277,600	277,600	(27,043)	-8.9%
7100: Central Services Internal	2,574,474	3,379,141	4,348,389	4,348,389	969,248	28.7%

*The 2010 General Fund Adopted totals have been adjusted. In previous years, transfers moved resources among funds. Starting in 2011, all affected accounting units are in the general fund, so these transfers are not necessary. The adjusted total more accurately reflects the budget change from 2010-11.

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Add 1.0 FTE for organizational development (112k) and convert a contract worker to a City employee (56k). Because the department can capture an additional 35k in revenue with this conversion, it has a net impact of 20k.	168,335	35,457
Eliminate expenses associated with Firefighter Test	(117,079)	
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	19,543	(62,500)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget	-	-
	<u>70,799</u>	<u>(27,043)</u>
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Increase in Worker's Compensation Reinsurance Association Costs and reimbursement revenue	675,000	400,000
Increase in Worker's Compensation claim expenses; revenues include administrative fees charged to departments	250,000	569,248
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	44,248	
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget	-	-
	<u>969,248</u>	<u>969,248</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: HUMAN RESOURCES

Budget Year: 2011

		2008	2009	2010	2011	Change From
		Actuals	Actuals	Adopted	Adopted	2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	3,123,036	3,017,099	3,169,122	3,239,921	70,799
7100	CENTRAL SERVICES INTERNAL	2,403,788	2,734,792	3,379,141	4,348,389	969,248
TOTAL SPENDING BY FUND		5,526,824	5,751,891	6,548,263	7,588,310	1,040,047
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	4,302,664	4,630,998	4,935,859	6,014,809	1,078,950
	SERVICES	1,128,676	962,947	1,296,084	1,214,251	(81,833)
	MATERIALS AND SUPPLIES	79,008	68,207	57,820	47,250	(10,570)
	OTHER MISCELLANEOUS	236	4,051	258,500	312,000	53,500
	CAPITAL OUTLAY	16,239				
	NON OPERATING EXPENSE		85,688			
TOTAL SPENDING BY MAJOR ACCOUNT		5,526,824	5,751,891	6,548,263	7,588,310	1,040,047
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	251,821	231,550	390,331	277,600	(112,731)
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE	312,659	710,860	100,000	500,000	400,000
	MISCELLANEOUS REVENUE	2,108,842	1,863,614	3,269,141	3,838,389	569,248
	BUDGET ADJUSTMENTS			10,000	10,000	
TOTAL FINANCING BY MAJOR ACCOUNT		2,673,323	2,806,025	3,769,472	4,625,989	856,517



Human Rights and Equal Economic Opportunity

The HREEO Department is committed to increased accountability, better communication, and smarter use of resources.



(Total 32.5 FTE)

2011 Adopted Budget

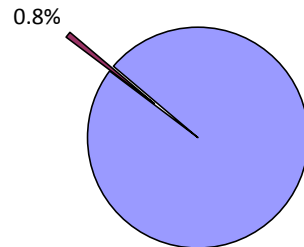
Department of Human Rights and Equal Economic Opportunity

Department Description:

The Department of Human Rights and Equal Economic Opportunity's (HREEO) major functions include:

- Contract analysis and Procurement services
- Printing/copying/design services
- Contract compliance
- Increasing economic opportunities for businesses and our workforce
- Investigating human rights violations
- Implementing special projects

HREEO Portion of General Fund Spending



Department Facts

- Total General Fund Budget: \$1,611,955
- Total Special Fund Budget: \$3,471,336
- Total FTEs: 32.50
- Last year Contract and Analysis processed approximately \$57 million of orders for both the City of Saint Paul and Ramsey County.
- Approximately 5,000 orders are completed by River Print annually.
- River Print is responsible for the procurement of all printing, mailing, and graphics for the City and County.
- The Department certifies small, women, and minority owned businesses for 4 local units of government (Central CERT Program).
- The Department's Vendor Outreach Program sets goals on City construction and development projects, STAR, and other community development projects.
- The Human Rights Department investigates claims based on one or more of the thirteen protected classes listed in Chapter 183 of the Saint Paul Legislative Code.

Department Goals

- Improve the efficiency, quality, and accountability of our procurement processes
- Simplify the compliance responsibilities for contractors
- Improve responsiveness to human rights complaints
- Improve the availability of economic opportunities for low-income residents and business owners

Recent Accomplishments

- The Department continued to move forward in 2010, creating a Compliance Unit and supervisory position to better serve, monitor, and enforce City services designed to expand economic opportunities and produce a more economically inclusive Saint Paul.
- To streamline the monitoring and reporting requirements for our business vendors, the Department launched the software program, B2G Now.
- Created a Construction Manager Pilot Project to meet and exceed VOP and Section 3 goals with success in the Polar Bear Odyssey at the Como Zoo as well as the Saint Paul Fire Station Headquarters.
- Increased communication by revamping our website as well as creating a quarterly HREEO Newsletter.
- Established a comprehensive Section 3 initiative.
- River Print continued to build business during the economic downturn, while keeping costs down for its City, County, and municipal customers.
- Secured financing for two EMS Academies, including targeted outreach for Native American Youth funded through the Shakopee Mdewakanton Sioux Community.
- The Human Rights Department investigated and closed over 100 cases.
- Coordinated the 2010 Census, surpassing the 2000 Census participation rate.

2011 Adopted Budget

Department of Human Rights and Equal Economic Opportunity

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	1,196,309	1,370,164	1,611,955	1,611,955	241,791	17.6%
2100: Special Revenue	484,559	717,784	689,134	689,134	(28,650)	-4.0%
6150: Riverprint	1,541,819	1,723,571	1,499,976	1,499,976	(223,595)	-13.0%
7100: Central Services Internal	940,957	1,132,224	1,282,226	1,282,226	150,002	13.2%
Financing						
1000: General Fund	126	-	-	-	-	
2100: Special Revenue	496,860	717,784	689,134	689,134	(28,650)	-4.0%
6150: Riverprint	1,326,794	1,723,571	1,499,976	1,499,976	(223,595)	-13.0%
7100: Central Services Internal	680,776	1,132,224	1,282,226	1,282,226	150,002	13.2%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Increase General Fund support of Contract and Analysis Services; the City's share of operations is higher than previously budgeted.	171,111	
Staff shifts and current service level adjustments (fringes, salary steps, inflation, etc.)	70,680	
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	241,791	-
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Shift .4 FTE from this area due to decreased Equal Employment Opportunity (EEO) grant funding.	(28,650)	(28,650)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	(28,650)	(28,650)

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
6150: Riverprint		
<u>Mayor's Proposed Changes</u>		
Moving expenses and increased office rental costs for Riverprint relocation.	37,500	
Net personnel change--reflects reduction of 2.5 FTE to reduce costs.	(95,993)	
Reduce multiple operating line items to bring costs in line with anticipated revenues.	(165,102)	
Reduce various revenue projections to match anticipated trends.		(223,595)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	(223,595)	(223,595)
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Contract Services revenue adjustment.		150,002
Net personnel changes: includes new Deputy Director position, positions shifted to General Fund.	100,429	
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	49,573	
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	150,002	150,002

CITY OF SAINT PAUL
Department Budget Summary

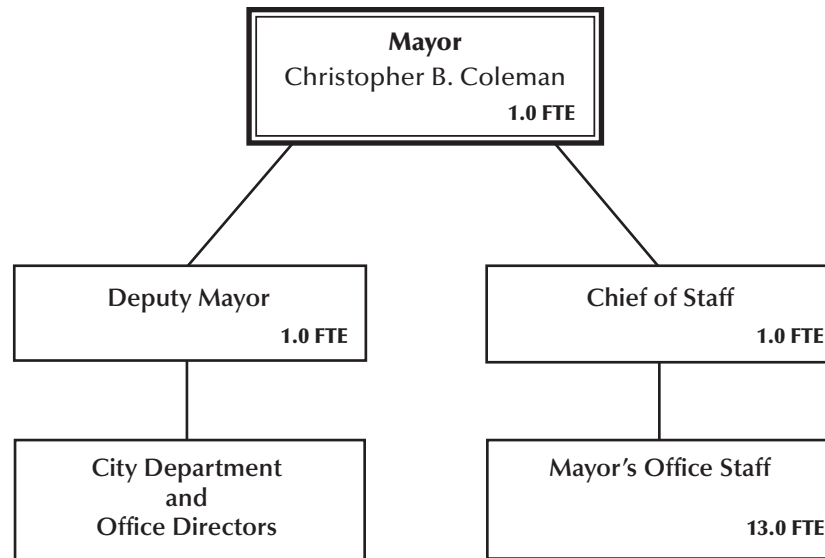
Department: HUMAN RIGHTS EQUAL ECON OPS

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	1,124,763	1,196,309	1,370,164	1,611,955	241,791
2100	SPECIAL REVENUE		484,559	717,784	689,134	(28,650)
2400	GRANT	13,960				
6150	RIVER PRINT	1,432,519	1,541,819	1,723,571	1,499,976	(223,595)
7100	CENTRAL SERVICES INTERNAL	1,060,700	940,957	1,132,224	1,282,226	150,002
TOTAL SPENDING BY FUND		3,631,942	4,163,645	4,943,743	5,083,291	139,548
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	2,063,408	2,295,298	2,772,925	2,755,537	(17,388)
	SERVICES	1,060,818	1,218,194	1,182,175	1,406,734	224,559
	MATERIALS AND SUPPLIES	499,609	525,195	631,020	570,220	(60,800)
	OTHER MISCELLANEOUS	356	42,811	307,623	350,800	43,177
	CAPITAL OUTLAY		80,487	50,000		(50,000)
	NON OPERATING EXPENSE	7,751	1,659			
TOTAL SPENDING BY MAJOR ACCOUNT		3,631,942	4,163,645	4,943,743	5,083,291	139,548
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	442	126			
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE			55,651	27,001	(28,650)
	FEES SALES AND SERVICES	2,380,456	1,994,368	2,790,795	2,741,726	(49,069)
	MISCELLANEOUS REVENUE		4,426			
	OTHER FINANCING SOURCE NON OPERATING INCOME		505,637	662,133	662,133	0
	BUDGET ADJUSTMENTS			65,000	40,476	(24,524)
TOTAL FINANCING BY MAJOR ACCOUNT		2,380,898	2,504,556	3,573,579	3,471,336	(102,243)

Mayor's Office

To direct the operation of the city and assure that city government is effective and accessible for all Saint Paul 's residents, businesses and visitors



(Total 16.0 FTE)

7/30/10

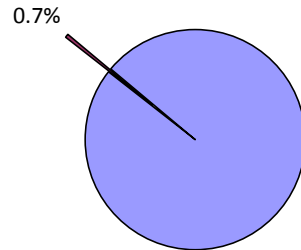
2011 Adopted Budget Mayor's Office

Department Description:

The mission of the Mayor's Office is to make Saint Paul the Most Livable City in America through excellent constituent service, communications and outreach, innovative initiatives, and strong intergovernmental relations. The Mayor's Office oversees the operations of all City Departments and Offices to meet the needs of our residents, businesses and visitors.

- Provides effective and timely constituent service to all Saint Paul residents, businesses and visitors.
- Sets strategic vision for the City and directs departments and offices to meet goals accordingly.
- Represents the City before external public and private organizations such as the U.S. Congress, Minnesota Legislature, Ramsey County Board, Saint Paul Schools, etc.
- Pursues public and private partnerships to enhance service delivery to residents, businesses and visitors.
- Works to ensure that all residents, businesses and visitors are safe in Saint Paul.

Mayor's Office Portion of General Fund Spending



Department Facts

- Total General Fund Budget: \$1,433,869
- Total Special Fund Budget: \$2,042,669
- Total FTEs: 16.0
- Minnesota's Capital City has a population of approximately 287,151.
- Saint Paul is Minnesota's second most populous city.
- Saint Paul features more than 170 parks and open spaces.
- Saint Paul has more city shoreline on the Mississippi River than any other city.
- The MN Wild's "Stadium Experience" ranks 2nd out of 122 major league sports teams.
- The City has 52,000+ theater seats, 3 world class museums, & vibrant grass roots arts.

Department Goals

- Ready for School, Ready for Life - Strive to eliminate the achievement gap by ensuring that learning opportunities are accessible for all and quality-driven.
- Safe Streets, Safe Homes - Increase public safety by fostering a strong sense of community and confidence in our world-class public safety system.
- Expanding Economic Opportunity - Build our economic future on our strong foundation.
- Quality Way of Life - Saint Paul will set high standards for healthy urban living.

Recent Accomplishments

- One of 21 communities nationwide to receive a Promise Neighborhood grant from the Obama administration, allowing the City to create a community network focused on helping our youth succeed from cradle to career.
- Continued building momentum and vitality in Lowertown through new restaurants and music festivals as well as securing funding for the Lofts at Farmer's Market project.
- Launched Rebuild Saint Paul, a \$15 million project that will leverage more than \$100 million in investment and create more than 3,000 new jobs in Saint Paul.
- Selected by Living Cities, a collaborative of 22 of the world's largest foundations and financial institutions, as one of five winners for the new Integration Initiative, which will allow the City to invest \$18 million along the Central Corridor for business development and low income housing.
- Began construction on the Central Corridor light rail line that will connect downtown Saint Paul to downtown Minneapolis and spur economic development along University Ave.
- Received a \$5 million Sustainable Communities grant from HUD for rainwater treatment along the Central Corridor.
- Together with mayors across the state, created the ThankLGA campaign, a lobbying and grassroots effort aimed at educating the public and legislators about the value of local government aid.

2011 Adopted Budget

Mayor's Office

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	1,296,391	1,434,754	1,440,842	1,433,869	(885)	-0.1%
2100: Special Revenue	-	20,000	20,000	20,000	-	0.0%
2400: Grants	2,280,820	566,890	489,772	2,022,669	1,455,779	256.8%
Financing						
1000: General Fund	102,497	145,422	105,422	105,422	(40,000)	-27.5%
2100: Special Revenue	-	20,000	20,000	20,000	-	0.0%
2400: Grants	2,250,261	566,890	489,772	2,022,669	1,455,779	256.8%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments, primarily consisting of employee expense adjustments and updated financing projections based on actual collections.	6,088	(40,000)
<u>Adopted Changes</u>		
Salary and fringe shift from Mayor's Office to General Government Accounts due to changing staff costs.	(6,973)	
	<u>(885)</u>	<u>(40,000)</u>
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
No changes from 2010 Adopted budget.	-	-
	<u>-</u>	<u>-</u>
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>-</u>	<u>-</u>
2400: Grants		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments to rebalance grant spending and financing in the AmeriCorps VISTA and education grant accounting units in the Mayor's Office grants budget.	(77,118)	(77,118)
<u>Adopted Changes</u>		
Add Solar Cities grant for Municipal Facilities along the Energy Innovation Corridor	1,500,000	1,500,000
Adjust AmeriCorps Education Grant	11,691	11,691
Adjust College Access Education Grant	21,206	21,206
	<u>1,455,779</u>	<u>1,455,779</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: MAYORS OFFICE

Budget Year: 2011

	2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>					
1000 GENERAL FUND	1,470,286	1,296,391	1,434,754	1,433,869	(885)
2100 SPECIAL REVENUE			20,000	20,000	
2400 GRANT	1,744,844	2,280,820	566,890	2,022,669	1,455,779
TOTAL SPENDING BY FUND	3,215,131	3,577,211	2,021,644	3,476,538	1,454,894
<u>Spending by Major Account</u>					
EMPLOYEE EXPENSE	1,794,760	1,678,159	1,716,941	1,744,354	27,413
SERVICES	151,380	158,008	229,607	234,284	4,677
MATERIALS AND SUPPLIES	23,364	14,412	67,596	54,993	(12,603)
OTHER MISCELLANEOUS	1,245,626	1,726,502	7,500	1,442,907	1,435,407
NON OPERATING EXPENSE		130			
TOTAL SPENDING BY MAJOR ACCOUNT	3,215,131	3,577,211	2,021,644	3,476,538	1,454,894
<u>Financing by Major Account</u>					
GENERAL FUND REVENUES	36,467	102,497	145,422	105,422	(40,000)
SPECIAL FUND REVENUES					
INTERGOVERNMENTAL REVENUE	1,520,708	2,091,523	330,243	1,755,110	1,424,867
INVESTMENT INCOME	10,037	(2,462)			
MISCELLANEOUS REVENUE	232,000	161,071	256,647	287,559	30,912
OTHER FINANCING SOURCE NON OPERATING INCOME		130			
TOTAL FINANCING BY MAJOR ACCOUNT	1,799,211	2,352,758	732,312	2,148,091	1,415,779



Parks and Recreation

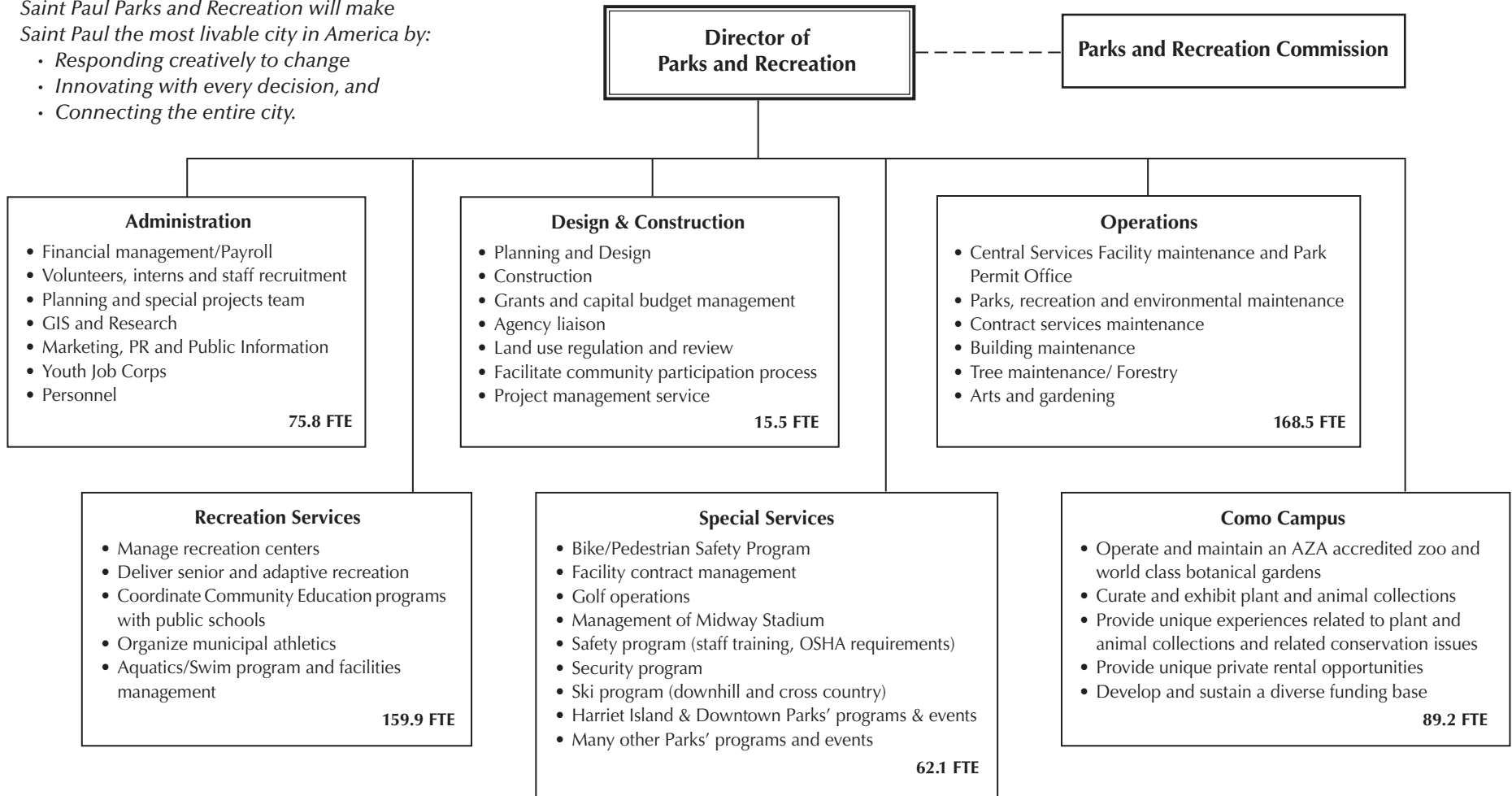
Mission Statement

To help make Saint Paul the most livable city in America, Saint Paul Parks and Recreation will facilitate the creation of active lifestyles, vibrant places and a vital environment.

Vision Statement

Saint Paul Parks and Recreation will make Saint Paul the most livable city in America by:

- Responding creatively to change
- Innovating with every decision, and
- Connecting the entire city.



(Total 571.0 FTE)

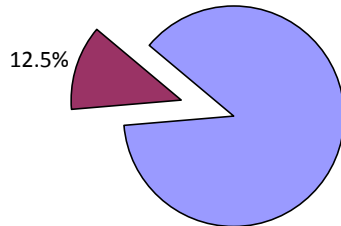
1/03/11

**2011 Adopted Budget
Parks and Recreation**

Department Description:

The Department of Parks and Recreation is committed to helping make Saint Paul the most livable city in America by facilitating the creation of active lifestyles, vibrant places and a vital environment. To help achieve this commitment, Parks and Recreation will respond creatively to change, innovate with every decision and connect the entire city. Saint Paul Parks and Recreation is a national gold medal award winning department that features more than 170 parks and open spaces, an Association of Zoos and Aquariums (AZA) accredited zoo (Como Zoo), a world class botanical garden at Marjorie McNeely Conservatory, 25 city-operated recreation centers, 4 golf courses, more than 100 miles of trails, indoor and outdoor aquatic facilities, a public beach, sports facilities and a wide range of environmental and forestry services that help shape Saint Paul's beautiful landscape.

Parks and Recreation's Portion of General Fund Spending



Department Goals

- Make Saint Paul a Beautiful City
- Prepare Young People for Careers and Post-Secondary Options
- Create Active Lifestyle Opportunities for Saint Paul Residents

Department Facts

- Total General Fund Budget: \$26,741,030
- Total Special Fund Budget: \$28,507,313
- Total FTEs: 571
- Nationally accredited Parks & Recreation agency and AZA accredited Zoo
- Hosted more than 265,000 visitors at the indoor & outdoor aquatic facilities & beach
- Partner with more than 115 different non-city agencies
- Issued more than 2,000 picnic and park use permits
- Offered more than 3,400 recreation classes
- Volunteers contributed more than 98,000 hours

Recent Accomplishments

- Awarded Minnesota Parks and Recreation Association's Highest Award in Sustainability - The Tommy Johnson Award - For Moss Conditioning System Installed at both Highland Park Aquatic Center and Great River Water Park.
- Como Park Zoo & Conservatory unveiled new state of the art Polar Bear Odyssey Exhibit
- Two major land donations were received for future parks - Pedro Park and Victoria Park.
- More than 68,000 meals were served as part of the Free Summer Meals Program at various Recreation Centers across the City
- Opened "The Canvas" an arts-based teen center at Hancock Recreation Center that features programming designed by teens for teens.
- Hosted more than 3 million visitors at Recreation Centers for events, programs and drop-in use.
- Employed more than 500 youth as part of the Youth Job Corps program

2011 Adopted Budget

Parks and Recreation

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	28,093,125	25,493,943	26,855,489	26,741,030	1,247,087	4.9%
2100: Special Revenue	8,629,265	8,989,650	9,260,192	9,260,192	270,542	3.0%
2200: Assessment	67,912	200,000	200,000	200,000	-	0.0%
2250: Right of Way Maintenance	2,211,349	3,335,774	3,665,142	3,430,142	94,368	2.8%
2400: Grant	4,340,275	4,284,715	4,108,619	4,108,619	(176,096)	-4.1%
5100: Permanent Funds	-	2,000	2,000	2,000	-	0.0%
6250: Parks Special	5,695,704	5,750,934	5,382,082	6,066,459	315,525	5.5%
7150: Equipment Services Internal	2,606,282	4,139,784	3,628,645	3,628,645	(511,139)	-12.3%
7200: Services and Supplies	1,463,625	1,611,287	1,811,256	1,811,256	199,969	12.4%
Financing						
1000: General Fund	5,311,520	2,881,018	2,747,997	2,838,997	(42,021)	-1.5%
2100: Special Revenue	8,770,327	8,989,650	9,260,192	9,260,192	270,542	3.0%
2200: Assessment	78,961	200,000	200,000	200,000	-	0.0%
2250: Right of Way Maintenance	2,364,175	3,335,774	3,665,142	3,430,142	94,368	2.8%
2400: Grant	3,889,169	4,284,715	4,108,619	4,108,619	(176,096)	-4.1%
5100: Permanent Funds	2,587	2,000	2,000	2,000	-	0.0%
6250: Parks Special	5,245,041	5,750,934	5,382,082	6,066,459	315,525	5.5%
7150: Equipment Services Internal	3,026,280	4,139,784	3,628,645	3,628,645	(511,139)	-12.3%
7200: Services and Supplies	1,548,201	1,611,287	1,811,256	1,811,256	199,969	12.4%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Add staffing, materials and supplies to support Polar Bear Exhibit and Japanese Garden Experience.	214,102	
Reorganization of Recreation Services division; Added 10.25 FTEs to: allow for greater flexibility in recreation service delivery, expand youth employment capacity, and strengthen partnerships with outside organizations.	300,000	
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and removal of one-time transfer revenue for tree and shrub removal.	847,444	(133,021)
<u>Adopted Changes</u>		
Reduction in workers' compensation cost estimate.	(114,459)	
Transfer from Public Works Solid Waste fund to support tree removal and recycling work.		91,000
	<u>1,247,087</u>	<u>(42,021)</u>
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Add budget authority for acquisition and development of parkland; spending dependent on revenue from parkland diversion and development projects.	200,000	200,000
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, and inflation.	70,542	70,542
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>270,542</u>	<u>270,542</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2200: Assessment		
<u>Mayor's Proposed Changes</u>		
No changes from 2010 Adopted budget.	-	-
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	-	-
2250: Right of Way Maintenance		
<u>Mayor's Proposed Changes</u>		
First year of two-year plan to address stump backlog. Parks plans to remove approximately 3,000 of the 4,000 stump total backlog with year one funding.	235,000	
Increase horticulture materials budget for tree replanting as part of Emerald Ash Borer structured removal.	90,032	
Eliminate 2010 state grant revenue for Emerald Ash Borer response; carry over \$200,000 grant balance.		(432,568)
Right-of-Way 2% surcharge for Emerald Ash Borer structured removal and replanting.		519,749
Payment from Xcel Energy for tree trimming around utility lines.		235,000
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and revised revenue estimates.	4,336	7,187
<u>Adopted Changes</u>		
Correct budget for stump removal backlog, which was erroneously included in the proposed budget for the ROW company.	(235,000)	(235,000)
	94,368	94,368

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2400: Grant		
<u>Mayor's Proposed Changes</u>		
Eliminate 2010 state grant revenue for Emerald Ash Borer response.	(367,866)	(367,866)
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and revenue estimates.	191,770	191,770
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(176,096)</u>	<u>(176,096)</u>
5100: Permanent Funds		
<u>Mayor's Proposed Changes</u>		
No changes from 2010 Adopted budget.	-	-
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>-</u>	<u>-</u>
6250: Parks Special		
<u>Mayor's Proposed Changes</u>		
Management and staffing changes at golf courses.	(421,507)	(258,000)
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and downward revision of golf revenue estimates.	52,655	(110,852)
<u>Adopted Changes</u>		
Properly budget EAB tree removal work on RSVP routes	360,000	360,000
Adjust implementation of management and staffing changes at golf courses.	324,377	324,377
	<u>315,525</u>	<u>315,525</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
7150: Equipment Services Internal		
<u>Mayor's Proposed Changes</u>		
Remove one-time transfer of fund balance to Como Aquatics Facility capital project.	(640,000)	(640,000)
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and revised summary abatement revenue estimates.	128,861	128,861
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(511,139)</u>	<u>(511,139)</u>
7200: Services and Supplies		
<u>Mayor's Proposed Changes</u>		
Addition of Project Manager and Administrative Support positions to Design Group division to assist in managing current portfolio of Parks capital projects; funded through project revenue. Positions added in mid-2010.	194,807	194,807
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and revised revenue estimates.	5,162	5,162
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>199,969</u>	<u>199,969</u>

CITY OF SAINT PAUL
Department Budget Summary

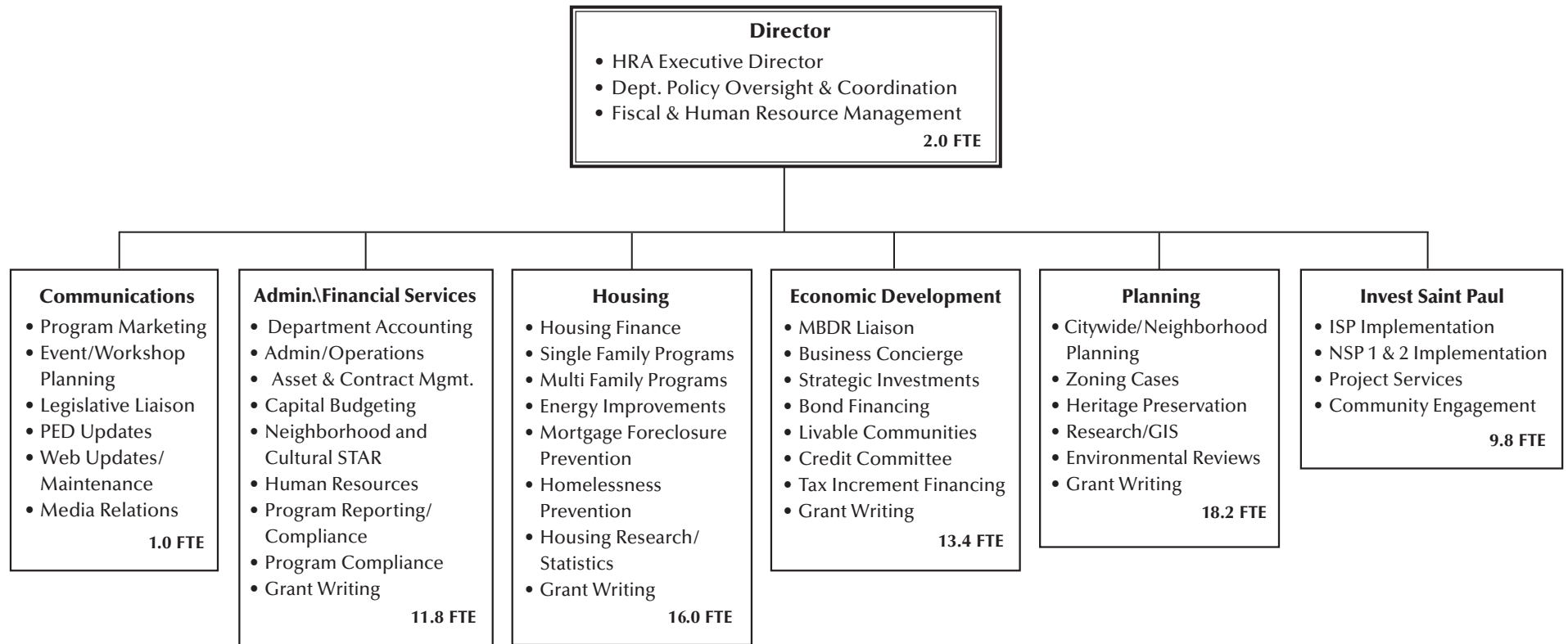
Department: **PARKS AND RECREATION**

Budget Year: **2011**

		2008	2009	2010	2011	Change From
		Actuals	Actuals	Adopted	Adopted	2010 Adopted
Spending by Fund						
1000	GENERAL FUND	26,450,817	28,093,125	25,493,943	26,741,030	1,247,087
2100	SPECIAL REVENUE	9,157,882	8,629,265	8,989,650	9,260,192	270,542
2200	ASSESSMENT	144,793	67,912	200,000	200,000	
2250	RIGHT OF WAY MAINTENANCE	2,361,809	2,211,349	3,335,774	3,430,142	94,368
2400	GRANT	3,578,910	4,340,275	4,284,715	4,108,619	(176,096)
5100	PERMANENT FUNDS	1,259		2,000	2,000	
6250	PARKS SPECIAL	5,655,436	5,695,704	5,750,934	6,066,459	315,525
7150	EQUIPMENT SERVICES INTERNAL	2,696,115	2,606,282	4,139,784	3,628,645	(511,139)
7200	SERVICES AND SUPPLIES	1,418,484	1,463,625	1,611,287	1,811,256	199,969
TOTAL SPENDING BY FUND		51,465,505	53,107,536	53,808,087	55,248,343	1,440,256
Spending by Major Account						
EMPLOYEE EXPENSE		30,815,470	30,480,894	32,465,101	34,295,919	1,830,818
SERVICES		6,904,006	7,031,045	6,733,456	7,130,336	396,880
MATERIALS AND SUPPLIES		6,589,043	5,342,062	6,086,054	6,225,890	139,836
OTHER MISCELLANEOUS		53,754	411,181	686,108	701,219	15,111
CAPITAL OUTLAY		912,728	1,246,738	1,364,622	1,211,612	(153,010)
DEBT SERVICE		598,956	547,938	608,459	617,916	9,457
NON OPERATING EXPENSE		5,591,546	8,047,679	5,864,287	5,065,451	(798,836)
TOTAL SPENDING BY MAJOR ACCOUNT		51,465,505	53,107,536	53,808,087	55,248,343	1,440,256
Financing by Major Account						
GENERAL FUND REVENUES		2,150,790	5,311,520	2,881,018	2,838,997	(42,021)
SPECIAL FUND REVENUES						
LICENSE AND PERMIT		12,186	10,385	20,000	20,000	
INTERGOVERNMENTAL REVENUE		2,901,388	2,998,012	4,190,455	3,599,285	(591,170)
FEES SALES AND SERVICES		11,453,383	11,240,651	12,819,320	13,549,903	730,583
ASSESSMENT					3,230,142	3,230,142
INVESTMENT INCOME		54,132	52,712	2,000	2,000	
MISCELLANEOUS REVENUE		2,323,979	2,837,618	2,063,769	2,321,242	257,473
OTHER FINANCING SOURCE NON OPERATING INCOME		7,672,242	7,785,362	8,250,247	5,306,388	(2,943,859)
BUDGET ADJUSTMENTS				968,353	478,353	(490,000)
TOTAL FINANCING BY MAJOR ACCOUNT		26,568,100	30,236,260	31,195,162	31,346,310	151,148

Planning and Economic Development

To actively create opportunities and encourage investment for the benefit of Saint Paul residents and businesses, which preserve, sustain, and grow the city's diverse neighborhoods.



(Total 72.2 FTE)

7/15/2010

2011 Adopted Budget
Planning and Economic Development (PED)

Department Description:

PED's mission is "to actively create opportunities and encourage investment for the benefit of Saint Paul residents and business, which preserve, sustain, and grow the city's diverse neighborhoods." We accomplish this by assisting in the production of new and the rehabilitation and preservation of existing housing, providing mortgage financing to existing homeowners and new homebuyers, and strategic commercial and economic development investment. These actions are guided by careful neighborhood planning by professional planning staff, community collaboration, and inclusiveness. PED continues to build upon its past accomplishments, while looking forward to help establish Saint Paul as the Most Livable City in America.

Department Facts

- Total General Fund Budget: \$0
- Total Special Fund Budget: \$35,705,600
- Total FTEs: 72.2
- Administers in excess of \$80 million annually in Federal, State, and local resources.
- 2011 operations budget is \$8.6 million, with 72.2 FTEs
- Provides management and contracting for 200+ economic development activities.
- Provides housing and economic development products as a public lending institution
- Administers a combined City/HRA loan portfolio of 1,300 loans valued at \$125M

Department Goals

- Encourage public and private development along the Central Corridor Transit Line through 2014.
- Stimulate vitality in neighborhoods by making strategic investments in existing commercial corridors.
- Preserve and improve the City's affordable rental and ownership housing stock.

Recent Accomplishments

- Utilizing federal stimulus dollars, moved RenBox and Minnesota Building to closing.
- Recruited Cray Research and 3 Deep Marketing to relocate to downtown Saint Paul.
- Counseled 970 families from October 2009 to March 2010 through the Mortgage Foreclosure Prevention Program.
- Collaborated with Minneapolis, Met Council and other community partners to create and implement the Central Corridor Business Resource Collaborative which will provide corridor businesses with tools and financing to prepare and thrive.
- Reestablished two business loan programs: 2% Loan Program and Commercial Vacant Building Program.
- Secured \$28 million in HUD Neighborhood Stabilization Funding to address properties that are vacant as a result of the foreclosure crisis.

2011 Adopted Budget

Planning and Economic Development (PED)

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
2300: City Sales Tax	-	-	-	17,759,521	17,759,521	100.0%
2350: Community Development Block Grant	9,087,379	9,400,000	9,350,000	9,350,000	(50,000)	-0.5%
2400: Grant	7,022,290	-	-	-	-	0.0%
7100: Central Services Internal	8,566,549	8,627,902	8,596,079	8,596,079	(31,823)	-0.4%
Financing						
2300: City Sales Tax	-	-	-	17,759,521	17,759,521	100.0%
2350: Community Development Block Grant	9,087,379	9,400,000	9,350,000	9,350,000	(50,000)	-0.5%
2400: Grant	7,022,290	-	-	-	-	0.0%
7100: Central Services Internal	8,566,549	8,627,902	8,596,079	8,596,079	(31,823)	-0.4%

**Starting in 2011, the City Sales Tax (STAR) program, which was previously budgeted in the City's Capital Improvement Budget, will be budgeted in the Planning and Economic Development (PED) department's operating budget. The total 2010 budget for the program was \$15, 926,666.

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2300: City Sales Tax		
<u>Mayor's Proposed Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
<u>Adopted Changes</u>		
Move city sales tax budget from the city capital improvement budget (CIB) to the "City Sales Tax" fund in the city operating budget.	16,333,908	16,333,908
Shift appropriation of unspent project balances fund capital and cultural projects in the Parks and Recreation department and the Saint Paul Public Library Agency.	1,312,000	1,312,000
Adjust interest earnings revenue from the 2007 Invest Saint Paul sales tax bonds, which was anticipated in the 2011 Mayor's Proposed budget in the city general fund, but not properly accounted for in the city sales tax budget.	113,613	113,613
	<u>17,759,521</u>	<u>17,759,521</u>
2350: Community Development Block Grant		
<u>Mayor's Proposed Changes</u>		
Realign spending and financing to better match both historical trends and projected 2011 grant and program income	(50,000)	(50,000)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(50,000)</u>	<u>(50,000)</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Reduce mortgage foreclosure prevention spending due to declining activity in the program.	(189,659)	-
Participation in a regional economic development group in 2011	125,000	-
Current service level adjustments, including employee expense refinements, vacancy and miscellaneous savings, one-time adjustments, and revenue adjustments.	32,836	(31,823)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(31,823)</u>	<u>(31,823)</u>

CITY OF SAINT PAUL
Department Budget Summary

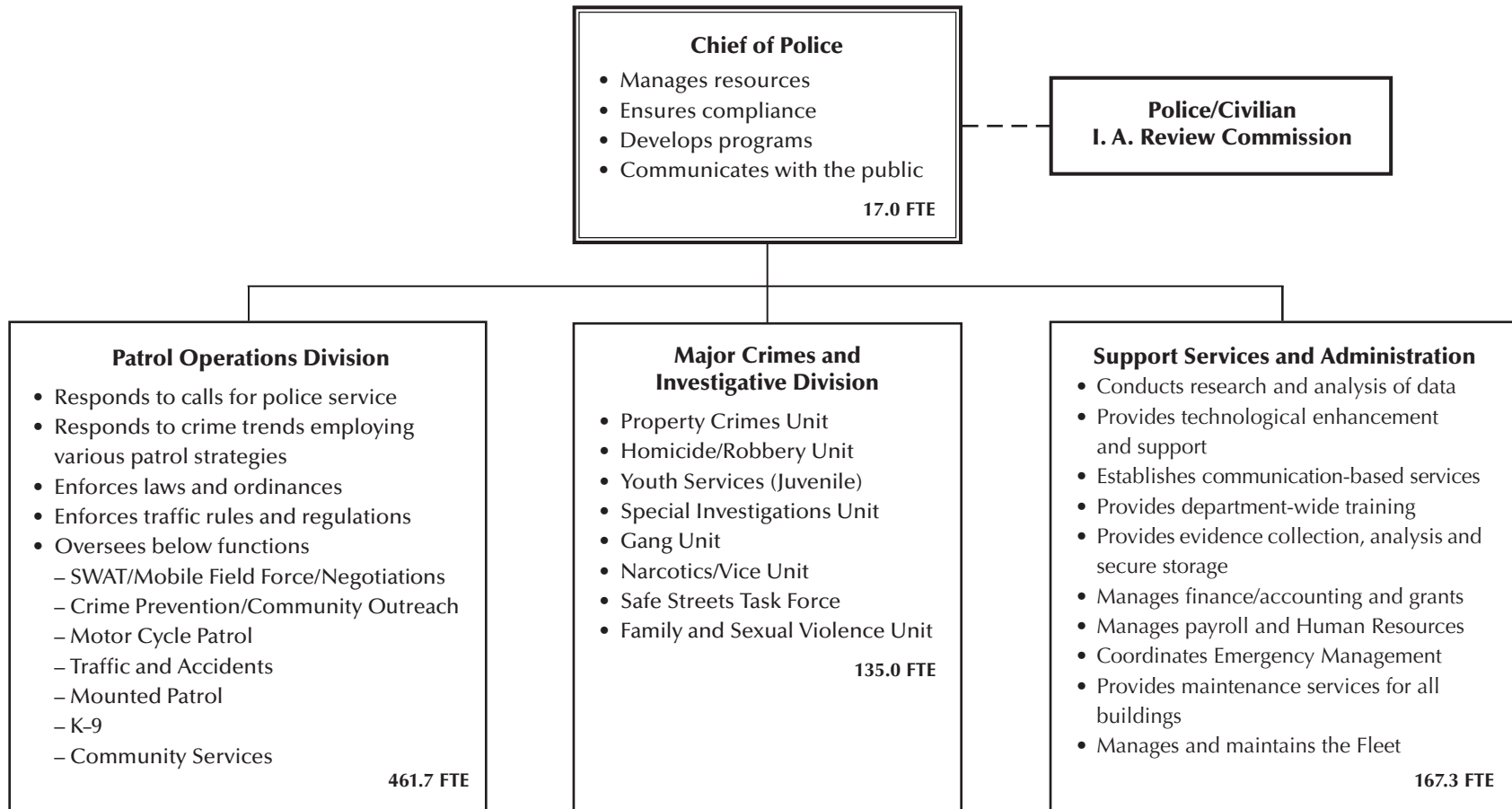
Department: PLANNING AND ECONOMIC DEVELOPMENT

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
Spending by Fund						
2300	CITY SALES TAX	-	-	-	17,759,521	17,759,521
2350	COMMUNITY DEVEL BLOCK GRANT	10,105,062	9,087,379	9,400,000	9,350,000	(50,000)
2400	GRANT	3,511,997	7,022,290	-	-	-
7100	CENTRAL SERVICES INTERNAL	8,576,900	8,566,549	8,627,902	8,596,079	(31,823)
TOTAL SPENDING BY FUND		22,193,959	24,676,218	18,027,902	35,705,600	17,677,698
Spending by Major Account						
	EMPLOYEE EXPENSE	7,286,747	6,899,151	6,943,186	6,929,336	(13,850)
	SERVICES	3,165,078	3,262,813	1,201,739	3,613,494	2,411,755
	MATERIALS AND SUPPLIES	92,619	62,548	78,996	71,243	(7,753)
	OTHER MISCELLANEOUS	9,735,804	12,305,812	9,402,500	11,365,611	1,963,111
	CAPITAL OUTLAY	645,765	20,409	10,000	1,535,000	1,525,000
	NON OPERATING EXPENSE	1,267,946	2,125,484	391,481	12,190,916	11,799,435
TOTAL SPENDING BY MAJOR ACCOUNT		22,193,959	24,676,218	18,027,902	35,705,600	17,677,698
Financing by Major Account						
			39079909			
GENERAL FUND REVENUES		-	-	-	-	-
SPECIAL FUND REVENUES						
	TAXES	-	-	-	15,200,000	15,200,000
	INTERGOVERNMENTAL REVENUE	12,523,892	14,513,892	8,350,000	8,350,000	-
	FEES SALES AND SERVICES	7,837,347	8,419,494	8,597,902	8,315,431	(282,471)
	INVESTMENT INCOME	47,392	62,909	-	332,089	332,089
	INTEREST EARNED OTHER	63,111	61,932	-	256,667	256,667
	MISCELLANEOUS REVENUE	1,275,038	472,637	-	-	-
	OTHER FINANCING SOURCE NON OPERATING INCOME	706,066	1,399,875	1,050,000	1,939,413	889,413
	BUDGET ADJUSTMENTS	-	-	30,000	1,312,000	1,282,000
TOTAL FINANCING BY MAJOR ACCOUNT		22,452,847	24,930,739	18,027,902	35,705,600	17,677,698

Saint Paul Police

The Saint Paul Police Department strives to contribute to Saint Paul's vitality and prosperity by promoting safety and security with technical excellence, leadership and comprehensive professionalism. We seek to become an outstanding employer and partner engaged with our employees and the diverse communities that we serve. We are committed to quality training, high professional standards, accountability and achievement. We are focused on strengthening partnerships to address the causes and outcomes of crimes in order to continue to be a strong asset to the city and a leader among law enforcement agencies nationwide.



(Total 781.0 FTE)

**2011 Adopted Budget
Saint Paul Police Department**

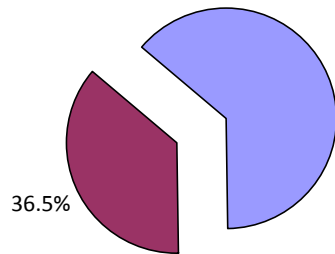
Department Description:

The Saint Paul Police Department strives to contribute to Saint Paul’s vitality and prosperity by promoting safety and security with technical excellence, leadership and comprehensive professionalism.

We seek to become an outstanding employer and partner engaged with our employees and the diverse communities that we serve.

We are committed to quality training, high professional standards, accountability and achievement. We are focused on strengthening partnerships to address the causes and outcomes of crime in order to continue to be a strong asset to the city and a leader among law enforcement agencies nationwide.

Police Portion of General Fund Spending



Department Goals

- Reduce gang, gun, & drug violence.
- Reduce family violence
- Identify, remediate, & decrease problem property crime
- Celebrate & grow our culture of excellence in service

Department Facts

- Total General Fund Budget: \$ 78,126,037
- Total Special Fund Budget: \$ 19,415,031
- Total FTEs: 781.00
- 2009 arrests - 14,528
- 2009 Calls for Service - 245,877
- 2009 Total Part 1 Offenses - 13,715
- 2011 Proposed Budget includes 610 sworn officers
- With a population of 287,151, the number of full-time sworn employees per 1,000 inhabitants based on 610 sworn full-time positions - 2.13

Recent Accomplishments

- Controlled crime (1.5% decrease through first half of 2010) while facing a reduction in sworn personnel; Adopted staffing decrease of 3.2% (20 officers) would have been 8.6% (54) without federal stimulus grant.
- Ten Saint Paul Police Officers completed the 10-week, 30 hour course, basic American Sign Language and Deaf Culture for Police Officers on December 23, 2009.
- Domestic Violence Blueprint implemented in April, 2010.
- Domestic violence arrests have increased 39% in Jan-Jun 2010 compared to 2009.
- The patrol district Anti-Crime, CITE (Community Involvement Team Enforcement) and GRID (Getting Residents Involved Daily) initiatives have assisted the entire city by continuing our reduction in Part I crimes. These strategies all involve members of the community addressing the most serious issues in the city, like Quality of Life Crimes.
- The Downtown Patrol Unit, along with St. Paul Fire, worked collaboratively in hosting a Public Safety demonstration at Station 8.
- The Gang Injunctions, utilized for both the Rondo Day Celebration and Cinco de Mayo event, garnered new partnerships between the community, police department and City Attorney's office. Because of this, each of these largely attended cultural events was peaceful with no reported gang violence.
- 0 gang-related homicides reported in the first six months of 2010.

2011 Adopted Budget

Police Department

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	74,423,599	76,306,811	79,138,753	78,126,037	1,819,226	2.4%
2100: Special Revenue	9,468,376	10,054,476	9,520,412	10,552,707	498,231	5.0%
2400: Grants	2,945,036	11,158,440	5,100,526	5,804,097	(5,354,343)	-48.0%
6200: Impound Lot	3,571,581	3,028,707	3,058,227	3,058,227	29,520	1.0%
Financing						
1000: General Fund	5,073,352	3,359,047	3,007,221	2,107,221	(1,251,826)	-37.3%
2100: Special Revenue	8,891,220	10,054,476	9,520,412	10,552,707	498,231	5.0%
2400: Grants	2,981,201	11,158,440	5,100,525	5,804,097	(5,354,343)	-48.0%
6200: Impound Lot	3,011,109	3,028,707	3,058,227	3,058,227	29,520	1.0%

*The 2010 General Fund Adopted totals have been adjusted. In previous years, transfers moved resources among funds. Starting in 2011, all affected accounting units are in the general fund, so these transfers are not necessary. The adjusted total more accurately reflects the budget change from 2010-11.

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Reduce payment from other governmental agencies for radio maintenance and Computer Aided Dispatch (CAD) services.		(150,800)
Eliminate use of fund balance from 4 special funds--used as general revenue for 2010.		(172,514)
Increase for Critical Law Enforcement Training and supplies--new guns and training.	250,000	
Incremental cost to promote 6 officers to sergeant and one sergeant to Safe Streets Commander plus add 1.0 FTE for in-car camera system maintenance.	157,408	
Increase in City's share of Emergency Communications Center expenses--paid to Ramsey County.	382,490	
Shift 4.5 sworn FTE from special funds to the General Fund due to expiring grants and contract reductions.	440,055	
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.) Revenues reflect changes in several general revenue sources.	1,601,989	(28,512)
<u>Adopted Changes</u>		
Move Fleet equipment funded by capital lease from general fund to special fund.	(900,000)	(900,000)
Adjust worker's compensation cost estimate.	(112,716)	
	<u>1,819,226</u>	<u>(1,251,826)</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Reduce projected revenues for Office of the Chief and corresponding expenses.	(145,092)	(145,092)
Eliminate use of fund balance from 4 special funds--used as general revenue for 2010.	(172,514)	(172,514)
Contract with Ramsey County for 1.0 K9 officer was terminated--transfer cost to General Fund.	(120,030)	(120,030)
Reduce School Resource Officer contract and transfer cost of 1.0 FTE to General Fund.	(112,289)	(112,289)
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	15,860	15,860
<u>Adopted Changes</u>		
Move Fleet equipment funded by capital lease from general fund to special fund.	900,000	900,000
Increase Fleet equipment lease from original plan.	100,000	100,000
Increase STAR funding for capital equipment.	398,046	398,046
Remove expired 2007 Buffer Zone grant.	(365,750)	(365,750)
	<u>498,231</u>	<u>498,231</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2400: Grants		
<u>Mayor's Proposed Changes</u>		
Remove expired 2006 Port Security grant.	(2,960,353)	(2,960,353)
Remove expired radio technology grant.	(561,180)	(561,180)
Remove expired squad car technology grant.	(467,650)	(467,650)
Remove expired GREAT grant (230k), Internet Crimes Against Children (100k) and HIRE COPS grant (41k); includes 2.5 sworn FTE that were transferred to the general fund.	(371,536)	(371,536)
Net impact of several other expiring grants balanced against some new grants that have been received.	(1,697,196)	(1,697,196)
<u>Adopted Changes</u>		
Net impact of several expiring grants balanced against new grants that have been received.	703,572	703,572
	<u>(5,354,343)</u>	<u>(5,354,343)</u>
6200: Impound Lot		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	29,520	29,520
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>29,520</u>	<u>29,520</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: POLICE

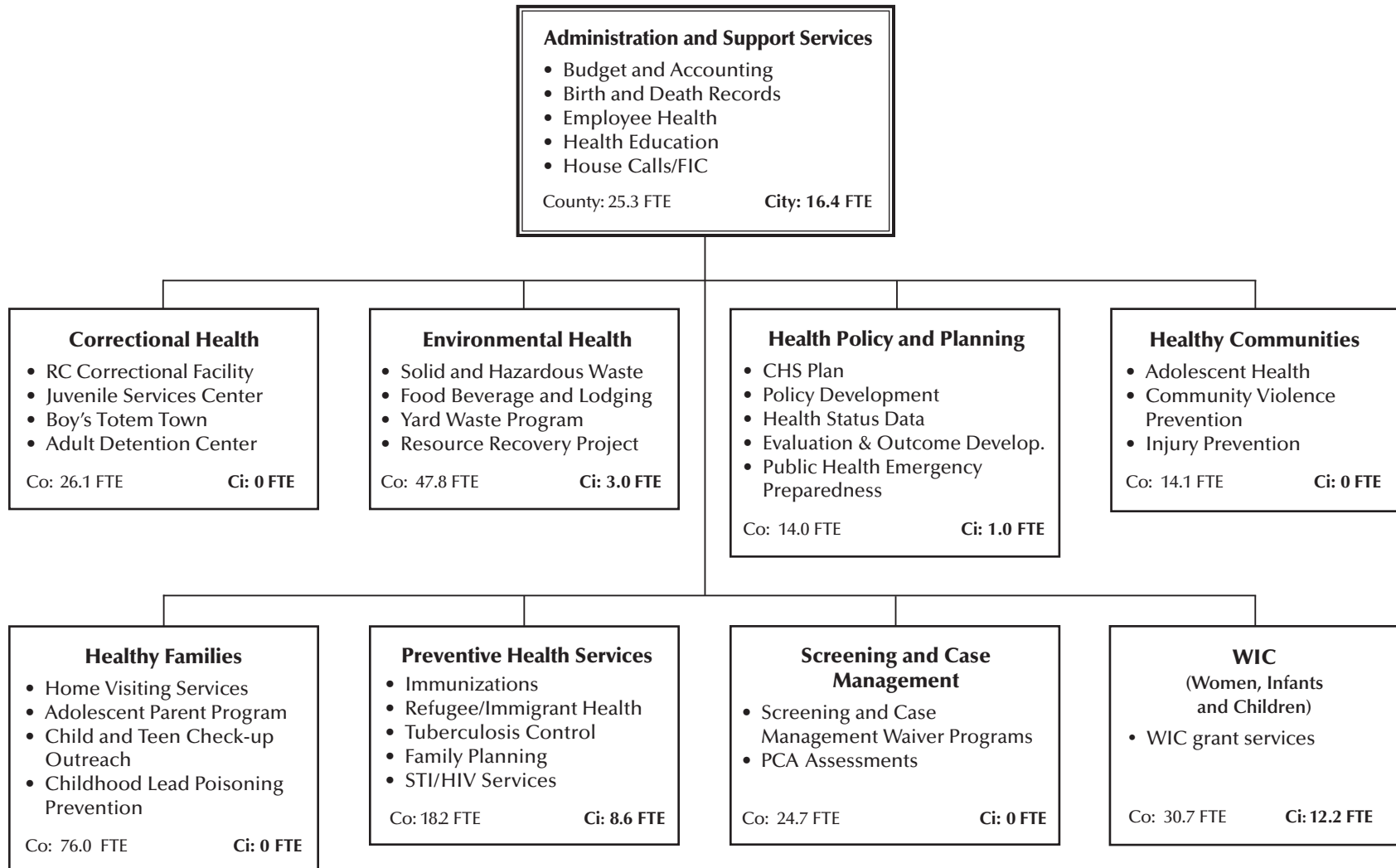
Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	75,432,182	74,423,599	76,306,811	78,126,037	1,819,226
2100	SPECIAL REVENUE	9,757,452	9,468,376	10,054,477	10,552,707	498,230
2400	GRANT	4,570,314	2,945,036	11,158,440	5,804,097	(5,354,343)
6200	IMPOUND LOT	2,952,959	3,571,581	3,028,707	3,058,227	29,520
TOTAL SPENDING BY FUND		92,712,906	90,408,591	100,548,435	97,541,069	(3,007,366)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	73,009,466	75,623,083	79,493,903	80,682,289	1,188,386
	SERVICES	9,746,545	8,513,894	9,198,731	8,795,233	(403,498)
	MATERIALS AND SUPPLIES	4,745,514	3,864,231	4,071,933	4,114,848	42,915
	OTHER MISCELLANEOUS	336,129	171,314	669,034	665,977	(3,057)
	CAPITAL OUTLAY	2,305,508	70,060	5,774,124	2,118,826	(3,655,298)
	DEBT SERVICE	1,048,368				
	NON OPERATING EXPENSE	1,521,377	2,166,008	1,340,710	1,163,895	(176,815)
TOTAL SPENDING BY MAJOR ACCOUNT		92,712,906	90,408,591	100,548,435	97,541,069	(3,007,366)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	6,142,589	5,073,352	4,908,014	2,107,221	(2,800,793)
	SPECIAL FUND REVENUES					
	LICENSE AND PERMIT	169,102	199,933	170,000	170,000	
	INTERGOVERNMENTAL REVENUE	4,208,487	3,054,941	10,649,090	5,781,063	(4,868,027)
	FEES SALES AND SERVICES	9,848,590	9,783,006	10,171,482	9,955,610	(215,872)
	FINE AND FORFEITURE	35,525	581,608	30,000	519,002	489,002
	INVESTMENT INCOME	127,645	58,407	22,190	33,341	11,151
	MISCELLANEOUS REVENUE	699,608	535,881	1,358,785	339,302	(1,019,483)
	OTHER FINANCING SOURCE NON OPERATING INCOME	694,169	669,755	711,279	2,109,325	1,398,046
	BUDGET ADJUSTMENTS			1,128,798	507,388	(621,410)
TOTAL FINANCING BY MAJOR ACCOUNT		21,925,715	19,956,882	29,149,638	21,522,252	(7,627,386)



Saint Paul-Ramsey County Public Health

To improve, protect, and promote the health, the environment, and the well being of people in the community.



(Total 318.03 FTE)
County = 276.9 City = 41.2

2011 Adopted Budget

Public Health

Department Description:

The Mission of the Saint Paul - Ramsey County Department of Public Health is to improve, protect, and promote the health, environment, and well-being of people in our community. In 1997, the City's public health function was merged, through a joint powers agreement, with Ramsey County's. The administration of this function now resides with the County. As resignations or retirements of City staff occur, the positions are filled by the County. As City employees resign or retire, the City budget shows a decline in FTEs and dollars associated with paying their salary and benefits. All salary and benefit costs are reimbursed by Ramsey County and the County is responsible for the portion of the tax levy that covers these expenses.

Department Facts

- Total General Fund Budget: \$0
- Total Special Fund Budget: \$3,640,739
- Total FTEs (City): 41.2
- Additional Information can be found on our website at <http://www.co.ramsey.mn.us/ph>
- The Proposed budget for 2011 represents a decrease of \$136,613 and 2.4 FTEs.
- The Saint Paul - Ramsey County Community Health Services Advisory Committee is a citizen advisory committee composed of Mayoral and County Board representatives that review the work of the Department of Public Health.

Department Goals

- Prevent communicable diseases
- Promote the health of children, youth and their families
- Protect the environment and reduce environmental health hazards
- Reduce chronic disease
- Prepare for and provide a public health response to disasters

Recent Accomplishments

In 2009:

- Nutrition education and vouchers for free, nutritious foods were provided to over 31,000 eligible pregnant, breastfeeding, and postpartum women and infants and children up to the fifth birthday through the WIC program.
- Almost 1.5 million pounds of household hazardous waste were collected and processed.
- Approximately 30,000 birth, death and marriage records were provided.
- Over 900 people attended 25 Wakanheza Project training sessions.
- Emergency Preparedness training was completed for Ramsey County Medical Reserve Corp volunteers, which now number over 700.
- Almost 25,000 home visits were made to families in Ramsey County, approximately 1/3 of which are headed by teen parents.
- At the Ramsey County Correctional Facility and the Juvenile Detention Center over 70,000 nursing contacts occurred with inmates.
- Over 7,500 immunizations for vaccine-preventable diseases were given.
- Personal Care Assistant (PCA) assessments were completed for over 2,500 Ramsey County residents.

2011 Adopted Budget

Public Health

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
2100: Special Revenue	3,424,173	3,777,352	3,640,739	3,640,739	(136,613)	-3.6%
Financing						
2100: Special Revenue	3,424,173	3,777,352	3,640,739	3,640,739	(136,613)	-3.6%

Budget Changes Summary

	<u>Change from 2010 Adopted</u>	
	<u>Spending</u>	<u>Financing</u>
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments: as City employees retire or leave the department, they are replaced with County	(136,613)	(136,613)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(136,613)</u>	<u>(136,613)</u>

CITY OF SAINT PAUL
Department Budget Summary

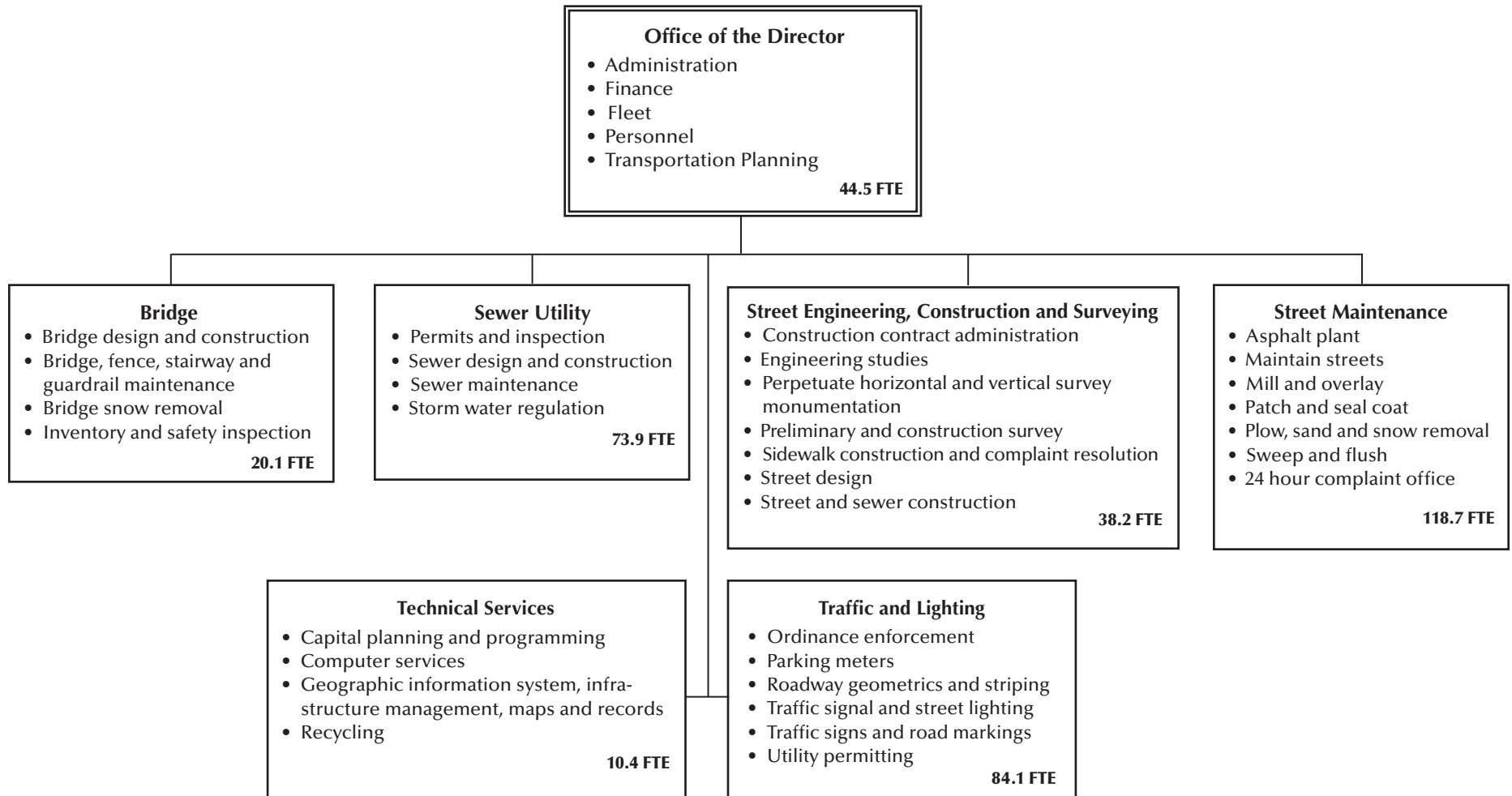
Department: HEALTH

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
2100	SPECIAL REVENUE	3,664,531	3,424,173	3,777,352	3,640,739	(136,613)
TOTAL SPENDING BY FUND		3,664,531	3,424,173	3,777,352	3,640,739	(136,613)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	3,652,723	3,413,457	3,766,057	3,629,445	(136,612)
	SERVICES	11,507	9,717	11,295	11,294	(1)
	MATERIALS AND SUPPLIES	300	1,000			
TOTAL SPENDING BY MAJOR ACCOUNT		3,664,531	3,424,173	3,777,352	3,640,739	(136,613)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES					
	SPECIAL FUND REVENUES					
	FEES SALES AND SERVICES	3,664,531	3,424,173	3,777,352	3,640,739	(136,613)
TOTAL FINANCING BY MAJOR ACCOUNT		3,664,531	3,424,173	3,777,352	3,640,739	(136,613)

Public Works

The Department of Public Works is committed to performing its many services in the most timely, efficient and cost-effective manner possible.



(Total 389.9 FTE)

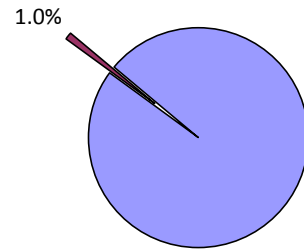
**2011 Adopted Budget
Public Works**

Department Description:

The Public Works Department is responsible for preserving and enhancing infrastructure to ensure a safe and livable Capitol City for all by making sure that:

- Streets, alleys, and sidewalks are kept clean, well-lit, clear, safe, and have routine maintenance to the level customers expect;
- Traffic signals are functioning safely and are maintained; traffic signs are in place and maintained;
- Sewers provide the safe transport of waste and storm water for treatment; flood protection levees and pumping facilities are maintained and are prepared for floods;
- Engineering services (design, survey, inspections, administration) are provided for street, sewer, traffic, and bridge construction projects;
- Vehicles and equipment are kept maintained and available for use.

**Public Works' Portion of
General Fund Spending**



Department Goals

- American Public Works Association (APWA) Best Practices Accreditation
- Maximize Equipment Use
- Succession Planning

Department Facts

- Total General Fund Budget: \$2,204,511
- Total Special Fund Budget: \$129,803,762
- Total FTEs: 389.9
- 863 miles of streets
- 806 miles of sanitary sewers; 450 miles of storm sewers
- 1,011 miles of sidewalks
- 60 city-owned bridges
- 36,010 street light fixtures; 377 signalized intersections
- 504 fleet rental units (vehicles and other equipment)

Recent Accomplishments

- Received recognition from the Minnesota chapter of the Employer Support of the Guard and Reserve for our support given to an employee who was serving in Iraq.
- Retained a AAA bond rating from Standard & Poor's and a Aa2 bond rating from Moody's Investor Service for Sewer Utility revenue bonds.
- Received an award from the Minnesota Environmental Initiative (MEI) for the Arlington Pascal storm water improvement project.
- Installed and began using salt brine-making equipment which reduced winter road salt use.
- Implemented a Safe Routes to School grant for planning and safety education programs at Bruce Vento, Dayton's Bluff, Jackson, John A. Johnson, and North End Elementary schools.
- Implemented a pavement management system and evaluated all streets in the city.
- Completed the design and reconstruction of two Maryland Ave. bridges between Jackson and L'Orient Streets and the Rice St. bridge between Ivy and Cottage Avenue.
- Completed three Residential Street Vitality Projects (RSVP) in 2009: Knapp / Raymond, Cretin / Goodrich, and Earl / McLean.

2011 Adopted Budget

Public Works

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted*</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	6,693,944	2,224,658	2,204,511	2,204,511	(20,147)	-0.9%
2200: Assessment	4,059,447	4,242,873	4,290,728	4,440,728	197,855	4.7%
2250: Right of Way Maintenance	37,472,472	34,668,724	35,995,500	36,148,435	1,479,711	4.3%
6100: Sewer	54,918,019	65,306,997	65,223,766	65,141,357	(165,640)	-0.3%
7100: Central Services Internal	2,941,093	3,241,184	2,424,274	2,424,274	(816,910)	-25.2%
7150: Equipment Services Internal	5,522,619	6,880,113	6,971,026	6,971,026	90,913	1.3%
7200: Services and Supplies	10,387,863	15,313,272	15,846,596	14,677,942	(635,330)	-4.1%
Financing						
1000: General Fund	6,149,783	6,384,140	2,740,274	2,613,953	(3,770,187)	-59.1%
2200: Assessment	3,531,606	4,242,873	4,290,728	4,440,728	197,855	4.7%
2250: Right of Way Maintenance	36,533,141	34,668,724	35,995,500	36,148,435	1,479,711	4.3%
6100: Sewer	46,006,559	65,306,997	65,223,766	65,141,357	(165,640)	-0.3%
7100: Central Services Internal	3,153,470	3,241,184	2,424,274	2,424,274	(816,910)	-25.2%
7150: Equipment Services Internal	6,128,695	6,880,113	6,971,026	6,971,026	90,913	1.3%
7200: Services and Supplies	10,388,341	15,313,272	15,846,596	14,677,942	(635,330)	-4.1%

*The 2010 General Fund Adopted totals have been adjusted. In previous years, transfers moved resources among funds. Starting in 2011, all affected accounting units are in the general fund, so these transfers are not necessary. The adjusted total more accurately reflects the budget change from 2010-11.

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Shift parking revenue to non-department general revenue accounting unit		(3,700,000)
Add 0.7 FTE Civil Engineer III for alternative transportation planning work.	64,249	
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, removal of one-time contingency spending, and new revenue estimates.	(84,396)	56,134
<u>Adopted Changes</u>		
Revise interest payments for storm sewer service charges and right-of-way assessments based on 2010 billing data.		(59,338)
Revise estimate for parking meter revenue.		(66,983)
	(20,147)	(3,770,187)
2200: Assessment		
<u>Mayor's Proposed Changes</u>		
Move neighborhood clean up costs from Right-of-Way fund into Solid Waste fund to align costs with appropriate revenue source; use fund balance to cover costs.	165,253	165,253
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, removal of one-time spending and use of fund balance for tree and shrub removal, inflation, and new revenue estimates.	(117,398)	(117,368)
<u>Adopted Changes</u>		
One time transfer of fund balance to the Right-of-Way fund for additional summer litter pick up.	59,000	59,000
One time transfer of fund balance to the general fund to support tree removal and recycling work in the Parks department.	91,000	91,000
	197,855	197,885

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2250: Right of Way Maintenance		
<u>Mayor's Proposed Changes</u>		
Move neighborhood clean up costs from Right-of-Way fund into Solid Waste fund to align costs with appropriate revenue source.	(125,000)	
Fully fund downtown pigeon control.	22,300	
Year one of four-year plan to phase sidewalk replacement out of the capital budget and fully into the Right-of-Way fund.	135,000	
Shift <i>Lighting Infrastructure Improvements</i> and <i>Traffic Sign Refurbishing</i> annual programs out of the capital budget and into the Right-of-Way fund.	325,000	
Increase department capacity for neighborhood plowing on non-Snow Emergency days, and new paving and overlay work for the State and County.	826,622	
Shift assessment (ROW, SSSC, special assessment) costs for properties owned by Public Works to the Right-of-Way fund. These charges were previously treated as exempt and were paid for by the general fund.	20,967	
Transfer from Sewer Utility fund to support street sweeping.		563,490
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and new revenue estimates.	121,887	763,286
<u>Adopted Changes</u>		
Reflect anticipated 2% reduction in right-of-way assessment revenue due to delinquent and uncollectible payments.		(507,211)
Update municipal state aid, county aid and trunk highway revenue estimates to track recent trends.		517,586
Revise estimates for ROW assessment revenue based on latest parcel data.		89,322
Additional summer litter and trash pick up resources funded through one-time transfer of Solid Waste fund balance.	59,000	59,000
Reduce right-of-way assessment interest transfer to general fund based on updated 2010 billing data.	(5,762)	(5,762)
Revise estimate for assessment fees paid for by the Right-of-Way fund for properties owned by Public Works.	19,703	
Reduce transfer to sidewalk replacement capital project.	(250,000)	
Increase funding for snow removal.	329,994	
	<u>1,479,711</u>	<u>1,479,711</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
6100: Sewer		
<u>Mayor's Proposed Changes</u>		
Reduce use of bond proceeds to reflect planned \$6 million bond sale.		(3,000,000)
Net change in use of net assets.		2,805,282
Reduce WPA repayment to debt service fund according to repayment schedule.	(2,650,000)	
Transfer to Right-of-Way fund to support street sweeping.	563,490	
Inflationary increase on Metropolitan Council Environmental Services (MCES) wastewater treatment costs.	438,337	
Assist property owners along central corridor route with private sewer repairs through assessment financing.	320,000	
Costs associated with floodwall certification required by FEMA and recommended by Lowertown flood study.	234,100	
Public Works to begin paying assessment (ROW, SSSC, special assessment) costs for properties owned by Public Works. These charges were previously treated as exempt and were paid for by the general fund.	59,743	
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, inflation, and new revenue estimates.	951,099	111,487
<u>Adopted Changes</u>		
Reduce storm sewer service charge interest transfer to general fund based on 2010 actual payments.	(53,576)	(53,576)
Revise assessment fees paid for by the Sewer fund on properties owned by Public Works.	(28,833)	(28,833)
	<u>(165,640)</u>	<u>29,078</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Reduction in IS Specialized Services costs due to new cost allocation methodology.	(741,674)	(741,674)
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, reduction in internal transfers, and new revenue estimates.	(75,236)	(75,236)
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>(816,910)</u>	<u>(816,910)</u>
7150: Equipment Services Internal		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, reduction in IS Specialized Services costs, and new revenue estimates.	90,913	90,913
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	<u>90,913</u>	<u>90,913</u>
7200: Services and Supplies		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments, including employee expense increases attributable to health care rates and salary steps, reduction in IS Specialized Services costs, and new revenue estimates.	533,324	533,324
<u>Adopted Changes</u>		
Revise estimates for asphalt plant operations to track with recent history.	(1,168,654)	(1,168,654)
	<u>(635,330)</u>	<u>(635,330)</u>

CITY OF SAINT PAUL
Department Budget Summary

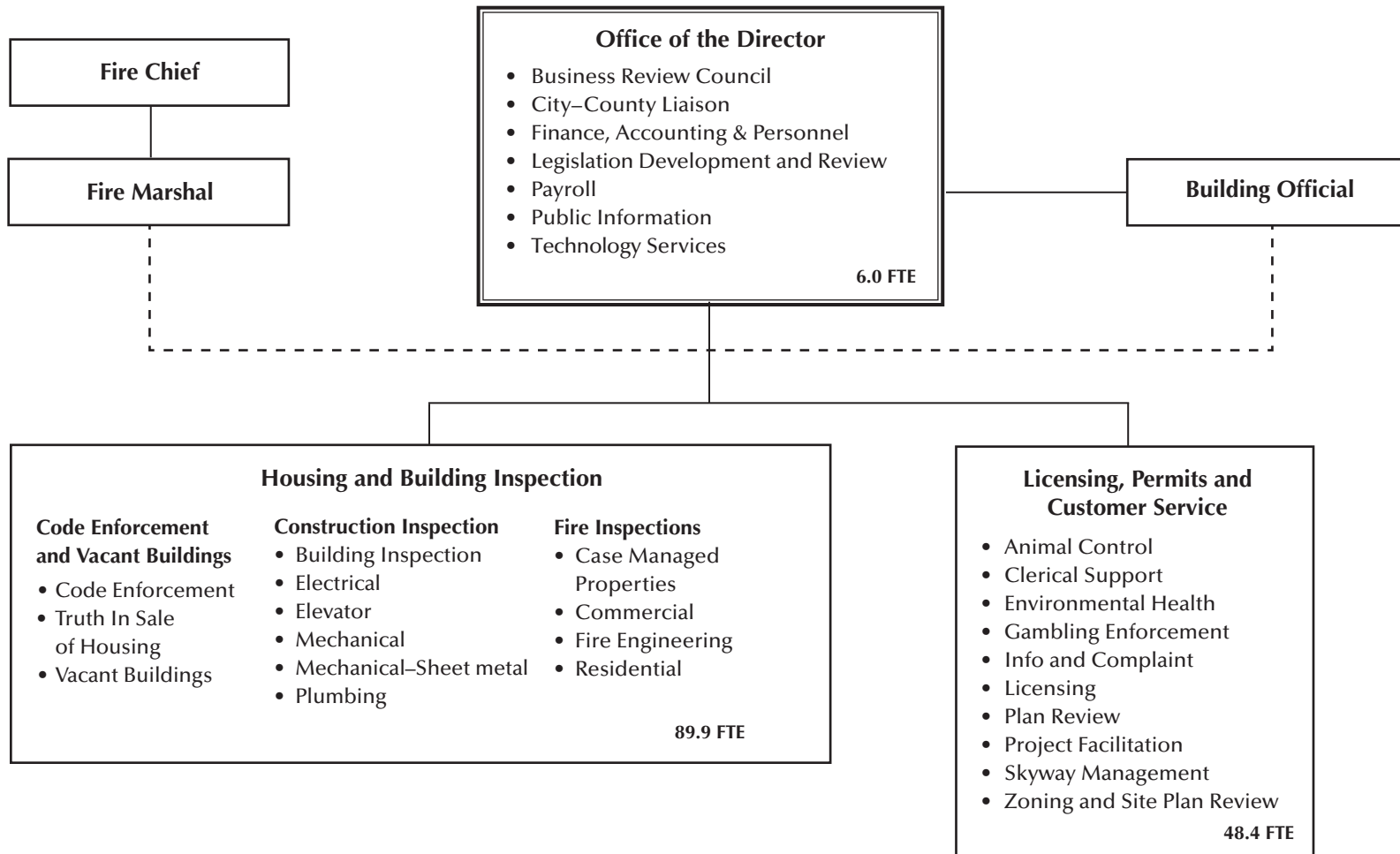
Department: PUBLIC WORKS

Budget Year: 2011

		2008	2009	2010	2011	Change From
		Actuals	Actuals	Adopted	Adopted	2010 Adopted
Spending by Fund						
1000	GENERAL FUND	6,635,158	6,693,944	7,225,986	2,204,511	(5,021,475)
2200	ASSESSMENT	3,169,941	4,059,447	4,242,873	4,440,728	197,855
2250	RIGHT OF WAY MAINTENANCE	35,168,903	37,472,472	41,637,320	36,148,435	(5,488,885)
6100	SEWER	48,913,185	54,918,019	65,306,997	65,141,357	(165,640)
7100	CENTRAL SERVICES INTERNAL	5,518,778	2,941,093	3,241,184	2,424,274	(816,910)
7150	EQUIPMENT SERVICES INTERNAL	6,673,464	5,522,619	6,880,113	6,971,026	90,913
7200	SERVICES AND SUPPLIES	11,848,229	10,387,863	15,313,272	14,677,942	(635,330)
TOTAL SPENDING BY FUND		117,927,658	121,995,457	143,847,745	132,008,273	(11,839,472)
Spending by Major Account						
	EMPLOYEE EXPENSE	31,648,598	29,297,731	34,473,782	35,545,367	1,071,585
	SERVICES	17,903,206	20,879,751	21,439,939	23,128,140	1,688,201
	MATERIALS AND SUPPLIES	13,713,670	12,725,858	17,325,737	16,754,895	(570,842)
	OTHER MISCELLANEOUS	15,713,121	16,695,559	19,913,379	20,662,099	748,720
	CAPITAL OUTLAY	1,159,565	359,338	3,601,893	15,536,447	11,934,554
	DEBT SERVICE	7,912,131	7,473,569	5,799,096	6,339,873	540,777
	NON OPERATING EXPENSE	29,877,367	34,563,651	41,293,919	14,041,452	(27,252,467)
TOTAL SPENDING BY MAJOR ACCOUNT		117,927,658	121,995,457	143,847,745	132,008,273	(11,839,472)
Financing by Major Account						
	GENERAL FUND REVENUES	6,288,030	6,149,783	6,384,140	2,613,953	(3,770,187)
	SPECIAL FUND REVENUES					
	TAXES	51,379	32,666	45,000	45,000	
	LICENSE AND PERMIT	1,293,315	1,490,254	1,663,297	1,763,943	100,646
	INTERGOVERNMENTAL REVENUE	6,391,654	6,324,918	6,215,458	6,896,414	680,956
	FEES SALES AND SERVICES	66,731,497	62,647,691	76,305,658	75,637,746	(667,912)
	ASSESSMENT	23,881,359	30,110,824	28,781,862	25,654,155	(3,127,707)
	INVESTMENT INCOME	681,197	287,097	551,651	376,591	(175,060)
	INTEREST EARNED OTHER	46,781	32,766	30,329	30,329	
	MISCELLANEOUS REVENUE	2,303,974	717,815	456,137	459,935	3,798
	OTHER FINANCING SOURCE NON OPERATING INCOME	4,442,827	4,097,781	13,942,451	10,206,652	(3,735,799)
	BUDGET ADJUSTMENTS			8,629,916	8,732,997	103,081
TOTAL FINANCING BY MAJOR ACCOUNT		112,112,013	111,891,595	143,005,899	132,417,715	(10,588,184)

Safety and Inspections

To preserve and improve the quality of life in Saint Paul by protecting and promoting public health and safety for all



(Total 144.3 FTE)

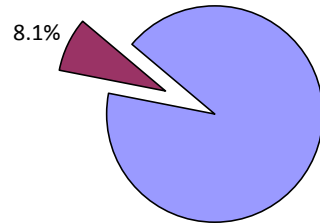
8/03/10

**2011 Adopted Budget
Safety and Inspections (DSI)**

Department Description:

The Department of Safety and Inspection responsibilities include: 1) Animal Control, 2) Construction Inspection, 3) Code Enforcement, 4) Environmental Health, 5) Fire Inspection, 6) Information & Complaints, 7) Business Licensing, 8) Construction Plan Review, 9) Site Plan Review, 10) Project Facilitation for new businesses and expansions, 11) Vacant Buildings, 12) Zoning and Sign Enforcement, 13) Truth in the Sale of Housing 14) Skyway Management 15.) Water Resources

**Safety & Inspection's Portion of
General Fund Spending**



Department Goals

- Prevent Life and Property Loss
- Promote Neighborhood Safety
- Improve Citizen Education and Communication
- Make it Easier to open or expand a business in Saint Paul
- Continue to integrate and streamline workflow throughout the department.

Department Facts

- Total General Fund Budget: \$17,244,536
- Total Special Fund Budget: \$858,305
- Total FTEs: 144.3
- Conducted more than 57,000 construction and 37,695 code enforcement inspections.
- Issued 8,200 licenses, 10,600 Competency Cards, and 4,327 food related inspections.
- Received and referred more than 28,000 citizen complaints.
- Managed more than 2000 vacant buildings and demolished 91 nuisance structures.
- Issued 7,729 Summary Abatements and Impounded 2,740 dogs, cats and other animal
- Inspected and certified 6,216 residential rental and 1,570 commercial structure.

Recent Accomplishments

- Contributed to the zero fire deaths in 2009 through proactive fire inspections, construction code inspections and effective plan review.
- Implemented a new requirement for the installation of excessive gas flow valves on vacant buildings to prevent a potential catastrophic explosion.
- Facilitated the re-occupancy of 1377 vacant building structures, reducing the total number of vacant buildings from January 2009 to January 2010 by 20.4%. The downward trend continues to increase at the rate of approximately .5% a month.
- Worked with the Business Review Council to make 15 changes to the Legislative Code making it easier to open or expand a business in St. Paul.
- Implemented a voluntary allergen awareness procedure for licensed restaurants in St. Paul.
- Implemented a comprehensive performance evaluation system for all employees that includes specific, measureable expectations for the quantity, quality, and timeliness of work performed.

2011 Adopted Budget

Department of Safety and Inspections (DSI)

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	18,731,302	18,443,564	17,423,321	17,244,536	(1,199,028)	-6.5%
2100: Special Revenue	90,752	118,236	108,305	108,305	(9,931)	-8.4%
2200: Assessments	1,147,440	1,500,000	750,000	750,000	(750,000)	-50.0%
Financing						
1000: General Fund	17,579,051	17,653,203	17,124,604	16,874,604	(778,599)	-4.4%
2100: Special Revenue	115,862	118,236	108,305	108,305	(9,931)	-8.4%
2200: Assessments	1,461,821	1,500,000	750,000	750,000	(750,000)	-50.0%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
In 2011 a large portion of DSI that was formerly in a special fund has been shifted to the general fund. As a result, overhead charges for citywide internal services, technology charges, and city attorney fees were removed from the DSI budget. This avoids unnecessary intrafund transfers and treats DSI consistently with other general fund departments. Although DSI still benefits from the full cost of these services, the burden of those costs are absorbed within the broader general fund.		
Citywide central services (based on the 2010 rate)	(486,697)	
Technology direct charges	(464,549)	
City Attorney direct charges	(509,435)	
Transition planning resources for new Director of DSI	75,000	
Net change in building fee revenue (building permits, plan review, code compliance)		84,812
Revise business license fee revenue		100,000
Revise vacant building monitoring fee revenue		(340,000)
Revise fire certificate of occupancy fee revenue		106,197
Remove use of fund balance in the old building and permit fund (used as a one-time resource in 2010)		(240,691)
Other fee revenue adjustments		(238,917)
Current service level adjustments, including employee expense adjustments, technical and one time adjustments.	365,438	
<u>Adopted Changes</u>		
Revise summary abatement spending and revenue estimates to better align with 2010 performance levels.	(250,000)	(250,000)
Increase in workers' compensation cost estimate.	71,215	
	<u>(1,199,028)</u>	<u>(778,599)</u>

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
Current service level adjustments, including employee expense changes and revised fee revenue estimates.	(9,931)	(9,931)
<u>Adopted Changes</u>		
No changes were made from the 2011 Mayor's Proposed Budget to the 2011 Adopted Budget	<u>(9,931)</u>	<u>(9,931)</u>
2200: Assessments		
<u>Mayor's Proposed Changes</u>		
Reduced spending and financing for vacant building demolition from 2010 to 2011.	(750,000)	(750,000)
<u>Adopted Changes</u>		
No changes were made from the 2011 Mayor's Proposed Budget to the 2011 Adopted Budget	<u>(750,000)</u>	<u>(750,000)</u>

CITY OF SAINT PAUL
Department Budget Summary

Department: SAFTEY AND INSPECTIONS

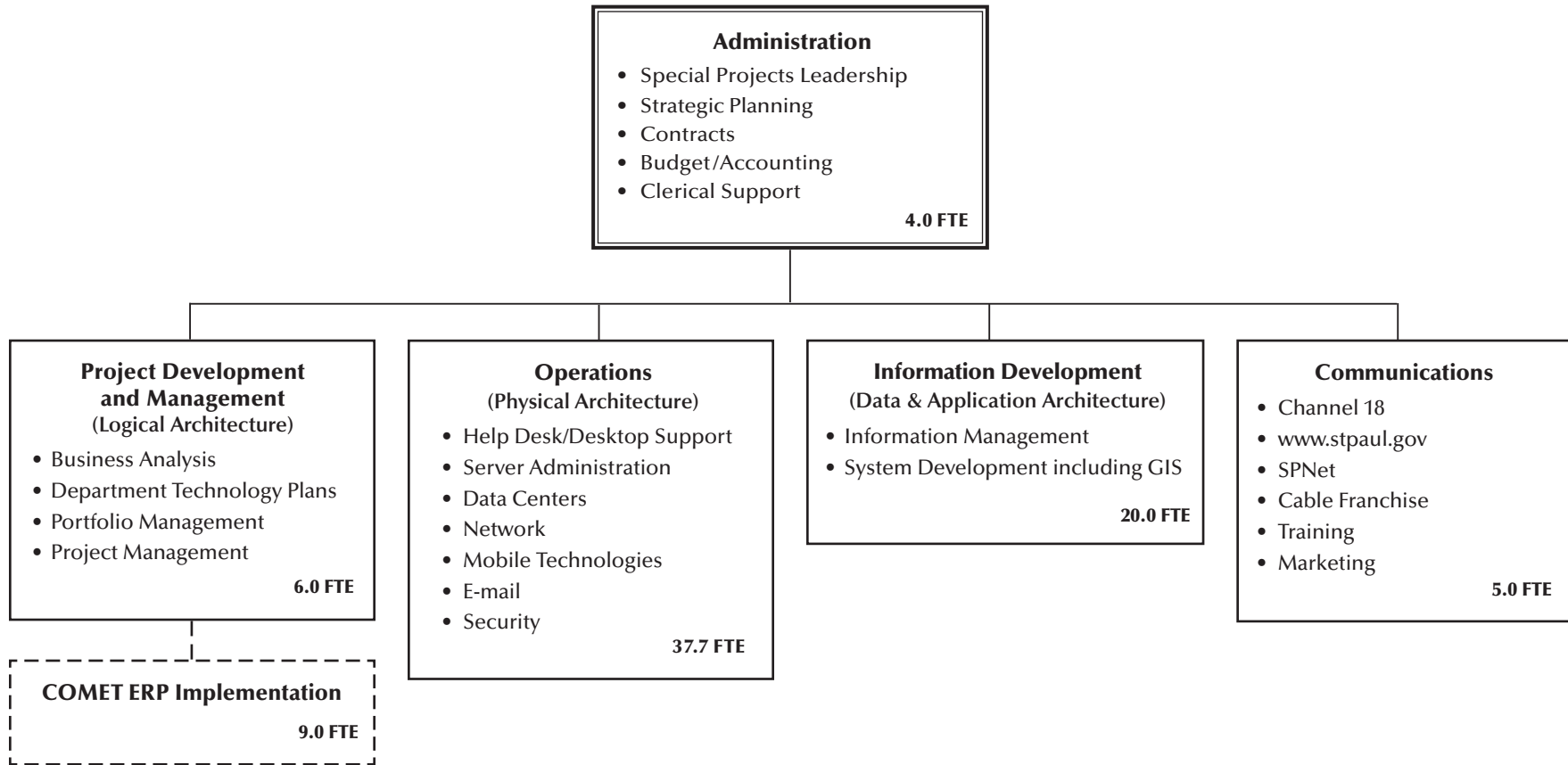
Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	20,605,471	18,731,302	18,443,564	17,244,536	(1,199,028)
2100	SPECIAL REVENUE	97,765	90,752	118,236	108,305	(9,931)
2200	ASSESSMENT	1,152,392	1,147,440	1,500,000	750,000	(750,000)
2400	GRANT	18,822		200,000		(200,000)
TOTAL SPENDING BY FUND		21,874,450	19,969,494	20,261,800	18,102,841	(2,158,959)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	14,401,979	13,356,764	13,643,074	14,169,199	526,125
	SERVICES	6,495,400	4,313,185	5,182,676	3,435,014	(1,747,662)
	MATERIALS AND SUPPLIES	498,539	128,705	333,812	299,426	(34,386)
	OTHER MISCELLANEOUS	19,396	1,512,633	189,168	34,000	(155,168)
	CAPITAL OUTLAY	28,679		26,775	20,000	(6,775)
	DEBT SERVICE		82,500			
	NON OPERATING EXPENSE	430,456	575,708	886,295	145,202	(741,093)
TOTAL SPENDING BY MAJOR ACCOUNT		21,874,450	19,969,494	20,261,800	18,102,841	(2,158,959)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	15,547,264	17,579,051	17,653,203	16,874,604	(778,599)
	SPECIAL FUND REVENUES					
	TAXES	123,385	115,862	120,000	108,305	(11,695)
	MISCELLANEOUS REVENUE			200,000		(200,000)
	OTHER FINANCING SOURCE NON OPERATING INCOME	501,584	1,479,004	1,500,000	750,000	(750,000)
	BUDGET ADJUSTMENTS			(1,764)		1,764
TOTAL FINANCING BY MAJOR ACCOUNT		16,172,233	19,173,917	19,471,439	17,732,909	(1,738,530)

Office of Technology and Communications

The mission of the Office of Technology and Communications is to provide our internal and external partners with the right information when and where they need it through:

- *Multiple information delivery channels*
- *High value content*
- *Effective partnerships*
- *Stable and efficient infrastructure*
- *Business process improvement*



(Total 81.7 FTE)

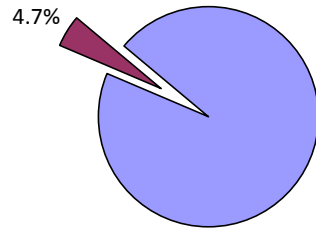
**2011 Adopted Budget
Office of Technology and Communications**

Department Description:

The Office of Technology and Communications (OTC) works in partnership with City departments to identify and implement cost effective technology solutions to support business needs and objectives. OTC provides services in four key areas:

- Project Development and Management develops and manages technology projects to ensure projects deliver desired results and remain on time and within budget.
- Operations ensures that the City's computer infrastructure employs current technology and is secure, reliable, responsive, effective and efficient.
- Information Development creates, maintains, and organizes information and information systems that are key for daily operations and decision making across the City.
- Communications provides cable franchise and Institutional Network (I-Net) oversight and uses video productions and the City's web site to serve City needs and to promote the City as a destination of choice to live, work, and visit.

OTC Portion of General Fund Spending



Department Facts

- Total General Fund Budget: \$ 10,077,449
- Total Special Fund Budget: \$ 2,305,075
- Total FTEs: 81.70
- Support a high-speed backbone and Metropolitan Area Network with 130 subnets
- Support over 2100 PCs at 120 locations
- Support nearly 200 software applications
- Oversee www.stpaul.gov with 1,903,217 logged visitors in 2009
- Televisе/webstream more than 205 public meetings in 2009
- Manage 270 miles of Institutional Network

Department Goals

- All residents will have access to affordable high-speed broadband and know how to use it.
- Internal and external City customers know what services and information are available to improve the quality of their lives and can engage city services 24 x 7
- The City is increasingly effective and efficient in its operations due to OTC driving enterprise business process improvements that are aligned with strategic city objectives.

Recent Accomplishments

- Providing primary leadership, oversight, technology foundation and business coordination for the implementation of Lawson's ERP software which will impact every facet of City operations and decision-making
- Upgraded audio and video capabilities of City Hall conference rooms and simplified technology setup allowing users to be more self sufficient
- Returned and replaced 335 leased PCs and 14 servers.
- Consolidated technology service desks into a single point of contact with extended service hours
- Replaced the 20 year old Real Estate Assessment System with a software package provided by LOGIS, a consortium of Minnesota local government units
- Provided project management and application development services to a broad variety of City projects including: document management, council agenda management, Section 3 compliance, police in-car cameras, fire big board, and youth job corp.
- Produced 176 videos, covered 178 City and County meetings and received 3 MAGC awards for video and web services
- Worked in collaboration with local government agencies to develop a solution and pursue funding for a community fiber network

2011 Adopted Budget

Office of Technology and Communications

Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Mayor's Proposed</u>	<u>2011 Adopted</u>	<u>Change from 2010 Adopted</u>	<u>% Change</u>
Spending						
1000: General Fund	11,408,048	9,339,754	10,015,459	10,077,449	737,695	7.9%
2100: Special Revenue	320,776	103,500	103,500	103,500	-	0.0%
2400: Grant	-	-	-	245,000	245,000	
7100: Central Services Internal	805,431	1,568,742	1,500,216	1,956,575	387,833	24.7%
Financing						
1000: General Fund	7,219,402	4,609,525	3,031,478	3,093,468	(1,516,057)	-32.9%
2100: Special Revenue	437,880	103,500	103,500	103,500	-	0.0%
2400: Grant	-	-	-	245,000	245,000	
7100: Central Services Internal	755,215	1,568,742	1,500,216	1,956,575	387,833	24.7%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
<u>Mayor's Proposed Changes</u>		
Reduction in specialized service revenues generated from special fund departments due to a change in treatment of internally-generated revenues.		(1,426,172)
Eliminate one-time use of fund balance--used for general revenues.		(161,200)
Investments in critical technology infrastructure, including an improved network backup solution, e-mail data archiving upgrade, network upgrade at Como Park Maintenance Facility and data center migration costs.	330,709	
Current service level adjustments (fringes, salary steps, inflation, one-time adjustments, etc.)	344,996	9,325
<u>Adopted Changes</u>		
Recognize increased transfer from special revenue fund for PC replacement schedule.	14,990	14,990
Contract with Ramsey County for GIS Support.	47,000	47,000
	737,695	(1,516,057)
2100: Special Revenue		
<u>Mayor's Proposed Changes</u>		
No changes from 2010 Adopted budget.	-	-
<u>Adopted Changes</u>		
No changes from 2011 Mayor's Proposed budget.	-	-
	-	-

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
2400: Grant		
<u>Mayor's Proposed Changes</u>		
No changes from 2010 Adopted budget.	-	-
<u>Adopted Changes</u>		
Grant for Community Fiber Network Project.	245,000	245,000
	<hr/> 245,000	<hr/> 245,000
7100: Central Services Internal		
<u>Mayor's Proposed Changes</u>		
Planned reduction in computer equipment and computer repair costs as part of multi-year COMET project.	(96,768)	(68,526)
Current service level staffing adjustments (fringes, salary steps).	28,242	-
<u>Adopted Changes</u>		
Adjust COMET personnel costs to reflect overlap of two phases of project.	456,359	456,359
	<hr/> 387,833	<hr/> 387,833

CITY OF SAINT PAUL
Department Budget Summary

Department: **TECHNOLOGY**

Budget Year: **2011**

		2008	2009	2010	2011	Change From
		Actuals	Actuals	Adopted	Adopted	2010 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	10,759,149	11,408,048	11,200,994	10,077,449	(1,123,545)
2100	SPECIAL REVENUE	59,768	320,776	103,500	103,500	
2400	GRANT				245,000	245,000
7100	CENTRAL SERVICES INTERNAL	440,326	805,431	1,568,742	1,956,575	387,833
TOTAL SPENDING BY FUND		11,259,243	12,534,255	12,873,236	12,382,524	(490,712)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	6,991,003	7,392,949	7,696,257	8,498,113	801,856
	SERVICES	2,063,373	2,217,339	2,518,158	2,852,271	334,113
	MATERIALS AND SUPPLIES	449,784	391,748	447,381	486,943	39,562
	OTHER MISCELLANEOUS	26,506	280,052	151,200	151,197	(3)
	CAPITAL OUTLAY	121,487	58,302	86,000	281,000	195,000
	NON OPERATING EXPENSE	1,607,090	2,193,865	1,974,240	113,000	(1,861,240)
TOTAL SPENDING BY MAJOR ACCOUNT		11,259,243	12,534,255	12,873,236	12,382,524	(490,712)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	6,509,992	7,219,402	7,047,852	3,093,468	(3,954,384)
	SPECIAL FUND REVENUES					
	FEE SALES AND SERVICES		230,452	1,073,413	1,461,246	387,833
	MISCELLANEOUS REVENUE	622,230	962,643	598,829	598,829	
	BUDGET ADJUSTMENTS				245,000	245,000
TOTAL FINANCING BY MAJOR ACCOUNT		7,132,223	8,412,497	8,720,094	5,398,543	(3,321,551)

Appendix

Council Action Adopting the City Property Tax Levy (page 1)



City of Saint Paul

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

Signature Copy

Resolution: RES 10-1537

Council Action Adopting the City Property Tax Levy (page 2)

File Number: RES 10-1537

Trudy Moloney
Vote Attested by _____
Council Secretary Trudy Moloney

Chris D. Coleman
Approved by the Mayor _____
Chris Coleman

File Number: RES 10-1537

Approving the 2011 City Tax Levy.

WHEREAS, the Mayor, pursuant to the City Charter has proposed and recommended the 2011 budgets for the City of Saint Paul, and

WHEREAS, the proposed 2011 General and General Debt Service budgets have been reviewed and approved or adjusted by the City Council, and

WHEREAS, the City is required under Laws of Minnesota 2002, Chapter 390, Sec. 37, to levy a tax at the Library Board's request, which the Library Board has made, and

WHEREAS, the property tax levy needed to finance those budgets, including special levies for debt service, public safety personnel, PERA rate increases, and the prior year's LGA allotment, with allowance for shrinkage, have been determined, and

WHEREAS, the Port Authority of the City of Saint Paul requested a property tax levy to finance economic development budgets under laws of Minnesota, Chapters 469.053 subd 4, and 6,

NOW THEREFORE BE IT RESOLVED, that the City Council in anticipation of adopting the General Fund, General Debt Service, and Library Agency budgets for the fiscal year 2011, and in accordance with section 10.04 of the City Charter, does hereby levy taxes on all taxable property within the Saint Paul corporate limits, to be collected totaling \$94,609,221 as set forth in the attached; and

BE IT FURTHER RESOLVED, that the City Council requests the City Clerk to forward this resolution to the Ramsey County Department of Property Records and Revenue in accordance with the applicable provisions of the City Charter and other laws, and

BE IT FINALLY RESOLVED, that the City Council requests the Office of Financial Services to complete and forward any state forms required identifying these adopted levies and corresponding special levies.

At a meeting of the City Council on 12/15/2010, a motion was made that this Resolution be Adopted. The motion passed.

Yea: 7 Councilmember Bostrom, Councilmember Carter III, Councilmember Harris, Councilmember Helgen, City Council President Lantry, Councilmember Thune, and Councilmember Stark

Nay: 0

Council Action Adopting the City Budget (page 1)

Council Action Adopting the City Budget (page 2)



City of Saint Paul

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

Signature Copy

Resolution: RES 10-1474

File Number: RES 10-1474

FINALLY RESOLVED, that the Director of Financial Services is hereby authorized to prepare the final 2011 Budgets in accordance with the actions taken herein and to equalize, balance or set the final department revenue sources and department appropriations as necessary.

At a meeting of the City Council on 12/15/2010, a motion was made that this Resolution be Adopted. The motion passed.

Yea: 7 Councilmember Bostrom, Councilmember Carter III, Councilmember Harris, Councilmember Helgen, City Council President Lantry, Councilmember Thune, and Councilmember Stark

Nay: 0

**Vote Attested by
Council Secretary**

Trudy Moloney

Approved by the Mayor

Chris Coleman

File Number: RES 10-1474

Adopting the 2011 Budgets.

WHEREAS, the Mayor has proposed budgets for the City of Saint Paul for the fiscal year beginning January 1, 2011, in accordance with the City Charter and Chapter 56 of the Administrative Code; and

WHEREAS, the City Council, after publication of the notice in the newspaper on November 29, 2010, participated in a public hearing on December 1, 2010, on the Mayor's Proposed 2011 budgets and levy, as required by the City Charter and applicable state and Federal laws; and

WHEREAS, the Council has revised the Mayor's proposed budgets as herein set forth; now therefore be it

RESOLVED, that in accordance with the procedures and requirements set forth in the City Charter and other laws applicable thereto, the Council of the City of Saint Paul does hereby adopt the 2011 budgets as proposed by the Mayor with such monetary changes, additions and deletions as are hereby adopted and which, along with total budgets, are set forth on the attachments to this resolution; and be it

FURTHER RESOLVED, that the expenditures in dollars as may be made by the several offices, departments, bureaus, and agencies of city government during the fiscal year 2011 shall be, and are hereby approved, and adoption of these budgets shall constitute appropriations of the money amounts as set at the department budget total in the General Fund budget, the project total in the Capital Improvements Budget, and the fund budget total in all other cases; and be it

FURTHER RESOLVED, that the estimated financing set forth in the 2011 adopted budgets is hereby approved; and be it

FURTHER RESOLVED, that the Five Year Capital Program for 2011-2015 is hereby approved; and be it

FURTHER RESOLVED, that the adoption of the 2011 budget for the Community Development Block Grant Fund (2300) is a multi-year budget based on estimates for a grant which has a fiscal period that differs from the City's normal budget year (January 1 through December 31); the authority to implement this adopted multi-year budget commences only at the beginning of the grant period, and shall extend beyond December 31, 2011, through the end of the grant period and; during the year when the grant is accepted by the City Council, the budget will be amended to match the actual grant amount for the entire multi-year period; and be it

FURTHER RESOLVED, that the City Clerk is directed to publish the 2011 budget summary pursuant to Minnesota Statutes section 471.6965 in the format prescribed by the Office of the State Auditor; and be it

Council Action Adopting the City Budget (page 3)

RES 10-1474

2011 Budget Balancing Status
General Fund
Resolution Attachment

	Spending	Financing
Mayor's Proposed Budget...		
General Fund	216,646,096	216,646,096
Mayor's Budget Total	216,646,096	216,646,096
Gap: Excess / (Shortfall)	0	
Technical Changes to the Mayor's Budget...		
Revised Revenue or Budget Estimates:		
Fire		(200,000)
General Government Accounts		(150,012)
General Government Accounts		(29,432)
Non Department Financing		200,000
Non Department Financing		(45,000)
Non Department Financing		56,727
Non Department Financing		(66,983)
Non Department Financing		(250,000)
City Attorney		14,253
All Departments	(522,455)	
OFS		(30,601)
Public Works		(59,338)
New or Amended Grant Budgets:		
City Attorney		29,000
City Attorney		8,931
	216,123,641	216,123,641
Gap: Excess / (Shortfall)	0	
Better Align Department Budgets:		
City Attorney	(79,873)	
City Council	79,873	
City Council		Budget Neutral
General Government Accounts	6,973	
Mayor's Office	(6,973)	
Mayor's Office		Budget Neutral
OFS	(1,467,063)	(1,467,063)
OFS	(102,500)	(102,500)
Police		Budget Neutral
Safety and Inspections	(250,000)	(250,000)
Safety and Inspections		Budget Neutral
	214,304,078	214,304,078
Gap: Excess / (Shortfall)	0	
Technical Corrections Due to Errors, Omissions and Other Changes:		
Technology	14,990	14,990
Technology	47,000	47,000
Non Department Financing		Budget Neutral
	214,366,068	214,366,068
Gap: Excess / (Shortfall)	0	
Policy Changes Proposed by the Mayor...		
Police	(900,000)	(900,000)
	213,466,068	213,466,068
Gap: Excess / (Shortfall)	0	

Council Action Adopting the City Budget (page 4)

RES 10-1474

General Fund

Council Changes to the Proposed Budget

66			
67	City Council	Increase COPP allocation	79,800
68	Fire	Increase overtime for Military Leave	250,000
69	General Govt	Funding for Ranked Choice Voting (RCV) voter education	75,000
70	Non Department Financing	Transfer from debt service	
71	Non Department Financing	Recognize deferred Energy Park Utility Company (EPU) revenue	165,454
72	Parks	Transfer from Solid Waste fund for tree removal and recycling	148,346
73			91,000
74			
75			
76			
77			
78			
79			
80			
81			
82			
83			
84	Budget After Council Changes		213,870,868
85			213,870,868
86	Gap: Excess / (Shortfall)		0

Council Action Adopting the City Budget (page 5)

RES 10-1474

2011 Budget Balancing Status
Special Funds

	Spending	Financing
87 Mayor's Proposed Budget...		
88 Special Funds	235,328,166	235,328,166
89 Mayor's Budget Total	235,328,166	235,328,166
90		
91 Gap: Excess / (Shortfall)		0
92		
93 Technical Changes to the Mayor's Budget...		
94		
95 Revised ROW Revenue and Budget Estimates		
96 Public Works Reduce ROW interest transfer to general fund based on actual 2010 assessments	(5,782)	(5,782)
97 Public Works Revised estimate for assessment fees paid for by ROW fund for Public Works owned properties	19,703	
98 Public Works Reflect anticipated 2% assessment revenue shrinkage in ROW budget		(507,211)
99 Public Works Better estimates on state and county revenues in ROW fund		517,586
100 Public Works Revised estimates for ROW rate revenue based on latest parcel data		89,322
101 Public Works Reduce sewer interest transfer to general fund based on 2010 actual payments	(53,576)	(53,576)
102		
103 Budget After ROW Technical Changes	235,288,531	235,368,525
104		
105 Gap: Excess / (Shortfall)		79,994
106		
107		
108		
109 Revised Revenue or Budget Estimates:		
110 OFS Adjust Capital Project Assessment financing and spending to reflect trends	(844,033)	(844,033)
111 OFS Budget Hotel/Motel tax RCVA transfer in special fund (see companion item on line 40)	1,467,063	1,467,063
112 PED Budget STAR in operating instead of capital improvement budget (see companion item 287)	16,333,000	16,333,000
113 PED Technical accounting code adjustments to Community Development Block Grant		Budget Neutral
114 Public Works Revise assessment fees for Sewer fund owned properties, reduce use of fund balance		(28,833)
115 Public Works Revise estimates for asphalt plant operations to track with recent history	(1,168,654)	(1,168,654)
116 Technology COMET--shift additional staff to project for next phase	456,360	456,360
117		
118		
119		
120		
121		
122		
123 City Attorney Recognize unspent non-personnel dollars for Violence Against Women Act (VAWA) Grant	17,313	17,313
124 Emergency Management 2008 UASI grant--amend grant budget, carry forward unspent funds	144,115	144,115
125 Emergency Management 2008 UASI Haz Analysis Grant	114,905	114,905
126 Emergency Management 2008 MMRS Grant--carry forward unspent balance	90,000	90,000
127 Emergency Management 2008 MMRS Grant--carry forward unspent balance	178,500	178,500
128 Emergency Management 2009 UASI Grant--carry forward unspent balance	616,633	616,633
129 Emergency Management 2009 Homeland Security Grant--COLLAPSE--carry forward unspent balance	55,100	55,100
130 Emergency Management 2009 Homeland Security Grant--HazMat--carry forward unspent balance	70,000	70,000
131 Fire Bremer Foundation donation	50,000	50,000
132 Fire 2009 AFG Grant	578,500	578,500
133 Mayor's Office Solar Cities for Municipal Facilities along the Energy Innovation Corridor	1,500,000	1,500,000
134 Mayor's Office AmeriCorps Education Grant adjustment for 2011	11,691	11,691
135 Mayor's Office College Access Education Grant adjustment for 2011	21,206	21,206
136 Police 2009 State Homeland Security Grant	53,050	53,050
137 Police FLARE UP Grants	164,609	164,609
138 Police FLARE Grant	(301,463)	(301,463)
139 Police 2010 Human Trafficking Grant	166,142	166,142
140 Police 2009 Human Trafficking Grant	(245,560)	(245,560)
141 Police 2007 JAG	30,000	30,000
142 Police 2010 JAG	225,000	225,000
143 Police National Police Athletic League (PAL) Recovery Grant	7,400	7,400
144 Police Title II Impact Program	2,000	2,000
145 Police Safe and Sober Grant	46,394	46,394
146 Police COPS tech grant--radio equipment	10,000	10,000
147 Police COPS tech grant--camera equipment	445,000	445,000
148 Police 2009 MN Joint Analysis Center (MNJAC) grant	27,000	27,000
149 Police Standardized Field Sobriety Testing	3,000	3,000
150 Police MN Bi-directional Communication Grant	71,000	71,000
151 Police 2007 Buffer Zone Grant	(365,750)	(365,750)
152 Police Federal Seizures	306,710	306,710
153 Police Special Investigations Grant	(306,710)	(306,710)
154 Technology Community Fiber Network project--grant funded	245,000	245,000
155		
156		

Council Action Adopting the City Budget (page 6)

RES 10-1474

Special Funds

157 Better Align Department Budgets:		
158 Public Works 7200: Correct payment for attorney services object code, move from 53360 to 52860 (\$21,605)		Budget Neutral
159 Public Works 2250: Correct payment for attorney services object code, move from 53360 to 52860 (\$21,605)		Budget Neutral
160 Public Works 6100: Correct payment for attorney services object code, move from 53360 to 52860 (\$21,605)		Budget Neutral
161 Public Works Reflect removal of sewer projects from CIB: change transfers codes to construction codes		Budget Neutral
162		
163		
164		
165		
166 Technical Corrections Due to Errors, Omissions and Other Changes:		
167 OFS Correct chart of accounts for Department of Energy grants budgets (see attachment for details)		Budget Neutral
168 Parks Correct budget for stump removal backlog - erroneously included in proposed ROW budget	(235,000)	(235,000)
169 Parks Property budget EAB tree removal work on RSVP routes	360,000	360,000
170 Police Move squad car capital lease from General Fund to Special Fund	900,000	900,000
171		
172 Budget After Technical Changes	256,557,219	256,637,213
173		
174 Gap: Excess / (Shortfall)		79,994
175		
176 Policy Changes Proposed by the Mayor...		
177 Parks Implement performance agreement at Como and Phalen golf courses	324,377	324,377
178 Police Increase Fleet replacement-funded by capital lease	100,000	100,000
179		
180		
181 Budget After Policy Changes	256,981,596	257,061,590
182		
183 Gap: Excess / (Shortfall)		79,994
184		
185		
186 Council Changes to the Proposed Budget...		
187		
188 PED Recognize STAR cash balances		1,312,000
189 PED Transfer Neighborhood STAR to capital projects fund	556,251	
190 PED Transfer Cultural STAR to Library for children's collector	155,749	
191 PED Transfer Neighborhood STAR to year round STAR program	600,000	
192 Police Recognize STAR city capital cash balance; increase funding for public safety capita	398,046	398,046
193 Public Works Summer program litter pick up funded through use of Solid Waste fund balance	59,000	59,000
194 Public Works One time Solid Waste fund balance transfer to Parks for tree removal and recycling	91,000	91,000
195 Public Works Reduce ROW transfer to sidewalk capital project	(250,000)	
196 Public Works Add snow removal resources to ROW fund	329,994	
197 Public Works Increase sewer bond sale from \$6M to \$8.9M; reduce use of fund balance by \$2.9M		Budget Neutral
198		
199		
200		
201		
202 Budget After Council Changes	258,921,636	258,921,636
203		
204 Gap: Excess / (Shortfall)		0

Council Action Adopting the City Budget (page 7)

RES 10-1474

2011 Budget Balancing Status
Debt

	Spending	Financing
205 Mayor's Proposed Budget...		
206 Debt Service Funds	60,176,741	60,176,741
207 Mayor's Budget Total	60,176,741	60,176,741
208		
209 Gap: Excess / (Shortfall)	0	
210		
211 Technical Changes to the Mayor's Budget...		
212		
213 Revised Revenue or Budget Estimates:		
214		
215		
216		
217		
218		
219		
220 Better Align Department Budgets:		
221		
222		
223		
224		
225		
226 Technical Corrections Due to Errors, Omissions and Other Changes:		
227		
228 Debt Service Funds Swap Market Value Credit with property tax (all MVHC to general fund)		Budget Neutral
229		
230		
231		
232		
233 Budget After Technical Changes	60,176,741	60,176,741
234		
235 Gap: Excess / (Shortfall)	0	
236		
237 Policy Changes Proposed by the Mayor...		
238		
239		
240		
241		
242 Budget After Policy Changes	60,176,741	60,176,741
243		
244 Gap: Excess / (Shortfall)	0	
245		
246		
247		
248		
249 Council Changes to the Proposed Budget...		
250		
251 Debt Service Funds Transfer from capital project fund (use prior year RSVP balances to pay debt service)		1,040,000
252 Debt Service Funds Transfer to general fund	165,454	
253 Debt Service Funds Transfer to capital project	874,546	
254		
255		
256		
257		
258		
259		
260		
261 Budget After Council Changes	61,216,741	61,216,741
262		
263 Gap: Excess / (Shortfall)	0	

Council Action Adopting the City Budget (page 8)

RES 10-1474

2011 Budget Balancing Status
Capital Improvement Budget

	Spending	Financing
264		
265 Mayor's Proposed Budget...		
266 Capital Improvement Budget	72,501,000	72,501,000
267 Mayor's Budget Total	72,501,000	72,501,000
268		
269 Gap: Excess / (Shortfall)	0	
270		
271 Technical Changes to the Mayor's Budget...		
272		
273 Revised Revenue or Budget Estimates:		
274		
275 Capital Improvement Budget Add prior year capital maintenance balance to 2011 capital maintenance contingency	26,585	26,585
276 Capital Improvement Budget Revise assessment revenue estimates for MSA construction projects	(550,082)	(550,082)
277		
278		
279		
280		
281 New or Amended Grant Budgets:		
282 Capital Improvement Budget Federal DOJ grant for Community Warning System project	250,000	250,000
283		
284 Better Align Department Budgets:		
285		
286 Capital Improvement Budget Remove sewer projects from the CIB budget - now budgeted in the sewer fund (see also item 161)	(14,319,000)	(14,319,000)
287 Capital Improvement Budget Remove STAR projects from the CIB Budget - now budgeted in PED (see also item 112)	(16,333,000)	(16,333,000)
288		
289 Technical Corrections Due to Errors, Omissions and Other Changes:		
290		
291		
292		
293		
294		
295		
296		
297		
298		
299		
300		
301		
302		
303 Budget After Technical Changes	41,575,503	41,575,503
304		
305 Gap: Excess / (Shortfall)	0	

Council Action Adopting the City Budget (page 9)

RES 10-1474

Capital Improvement Budget

306	Policy Changes Proposed by the Mayor...			
307				
308	Capital Improvement Budget	Payne Ave at Maryland Widening Project, funded by MSA*	1,540,000	1,540,000
309				
310				
311				
312				
313				
314				
315				
316				
317	Budget After Policy Changes		43,115,503	43,115,503
318				
319	Gap: Excess / (Shortfall)		0	
320				
321				
322				
323				
324	Council Changes to the Proposed Budget...			
325				
326	Capital Improvement Budget	Transfer unspent prior year RSVP balances to debt fund	1,040,000	1,040,000
327	Capital Improvement Budget	Transfer from debt fund for capital projects		874,546
328	Capital Improvement Budget	Neighborhood STAR cash balances for Parks capital projects		596,251
329	Capital Improvement Budget	Parks capital projects (see attachment)	1,430,797	
330				
331				
332				
333	Budget After Council Changes		45,586,300	45,586,300
334				
335	Gap: Excess / (Shortfall)		0	
336				

* The City will pay full acquisition costs for the Payne Maryland Widening project in 2011, by advancing MSA revenue. 2012 City MSA revenue will be reduced by \$1,540,000. The County will reimburse half of the total acquisitions costs in 2012. Total City cost is \$770,000.



Glossary

Account Code. A five-digit code assigned to a specific type of receipt or expenditure. A major account code is a grouping of expenditures or receipts on the basis of the types of goods or services purchased or rendered. For example, personal services, materials, supplies, and equipment are major account codes.

Accounting Unit (AU): An accounting unit is a subunit of a fund. Each fund contains one or more activities, a specific and distinguishable budgetary unit of work or service. Activities are detailed levels of budget spending authority created to accomplish the approved objectives of the fund.

Accounting Unit Number: A seven (7)-digit number which uniquely identifies the accounting unit. The first digit indicates the fund type, while the second digit indicates the department.

Allocation: A portion of a lump-sum appropriation which is designated for expenditure by specific organizational units or for special purposes. See *Appropriation*.

Appropriation: An expenditure authorized by the city council for a specified amount and time.

Assessed Valuation: The value that is established for real estate or other property by a government for use as a basis for levying property taxes.

Bond: A written promise to pay a specific sum of money (called the principal amount or face value) at a specified future date (called the maturity date) along with periodic interest at a specified rate.

Budget Document: The written record of the comprehensive financial plan the mayor presents to the city council for review, revision if deemed appropriate, and adoption.

Capital Allocation: Assignment of available capital (dollars) to specific uses.

Capital Expenditure: Actual spending of capital (dollars) for capital improvement projects.

Capital Improvement: The purchase or construction of durable/fixed assets. Examples include streets, bridges, parks or buildings.

Capital Improvement Budget (CIB): A plan for capital expenditures (physical development of the city) to be incurred each year, over a fixed number of years, in order to meet capital needs arising from the long-term work program.

Capital Outlay: Equipment, machinery, vehicles or furniture items included in the operating budget. See *Capital Improvement Budget*.

Capital Projects Fund: A fund established to account for all financial resources used for the construction or acquisition of major capital facilities, except those financed by special assessment, proprietary or fiduciary funds.

CIB: Acronym for capital improvement budget.

COMET: Acronym for City Operations Modernization and Enterprise Transformation, Saint Paul's technology improvement project. See *ERP*.

Debt Service Fund: A fund established to account for the financial resources used for the payment of long-term general obligation debt principal, interest, and related costs.

Division: An organizational subunit of a department. Each department has one or more divisions, which are responsible for one or more activities.

ERP: Acronym for Enterprise Resource Planning, a document and information management system.

ETI: Acronym for Enterprise Technology Initiative. This is an activity in the Technology department in which spending and financing for city-wide technology improvements are budgeted.

Encumbrances: Legal commitment of appropriated funds (in the form of purchase orders or contracts) to purchase goods or services to be delivered or performed at a future date. They cease to be encumbrances when paid or when the actual liability is created.

Enterprise Fund: A fund established to account for city operations that are financed and operated in a manner similar to private business enterprises. The intent is that the costs (expenses, including depreciation) of providing goods and services on a continuing basis be financed or recovered primarily through user charges.

Expenditures: Total charges incurred, whether paid or unpaid, including the provision for retirement of debt not reported as a liability of the fund from which it will be retired, and capital outlays (for governmental funds and fiduciary funds, except non-expendable trust funds) .

Expenses. Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which benefit the current fiscal period (for proprietary funds and non-expendable trust funds). See *Expenditures*.

FMS or FM-80: Reference to the City of Saint Paul's financial management computer system. This system is planned to be retired in 2011 and replaced with the City's new ERP system.

FORCE: Acronym for focusing our resources on community empowerment. This is a unit within the Police Department dedicated to combat problems, at the neighborhood level, of street level narcotics, problem properties and disruptive behavior.

Fiduciary Fund: A fund established to account for resources held for the benefit of parties outside the government.

Glossary – Continued

Financing Plan: Identifies sources of revenues that support the spending plan.

Full Time Equivalent (FTE): A personnel position which is financed for the equivalent of 80 hours per pay period, for 26.1 pay periods (a typical year), or 2,088 hours in a year. This is roughly equivalent to 40 hours per week for 52 weeks. For example, a .5 FTE would represent 20 hours per week for 52 weeks, or 40 hours per week for 26 weeks. A 1.0 FTE is a general reference to a position normally working for a year.

Fund (Company): Each individual fund is a separate accounting entity having its own assets, liabilities, revenues and expenditures or expenses. City financial resources are allocated to, and accounted for, in individual funds based on legal, donor, or administrative restrictions or requirements. In the City's new ERP software, the system term "Company" is used. For the purposes of the City of Saint Paul, "Company" is equivalent to Fund.

Fund Balance: An equity account reflecting the excess of accumulated assets over accumulated liabilities and reserves (monies set aside for specific purposes).

Fund Manager: Fund managers are accountable to and receive authority from their department director and division manager, and ultimately from the mayor, the city council, and city residents/taxpayers. Each fund manager is responsible for correctly preparing and submitting the portion of the city's financial plan that is provided by their fund. This includes a properly completed budget request consisting of performance, spending and financing plans. Fund managers are responsible for monitoring the collection of receipts, authorizing spending payments, cash flow planning, and service delivery in accordance with the adopted plan. Fund managers are also responsible for forecasting significant performance, spending or financing variances, determining their cause, creating a solution, and reporting such information to their department director and the director of the office of financial services. See *Performance Plan*, *Spending Plan*, and *Financing Plan*.

Fund (Company) Number: A four-digit number which uniquely identifies the fund. For example, the general fund is fund number 1000, the city grants fund is 2400, and the parks and recreation special activities is 6250. parks and recreation grant fund is 860 and the fire clothing trust fund is 736. There is no significance to the sequence of numbers. See *Activity Number*.

Fund Type: A classification of funds by similar purpose. The fund types are: governmental (general, special revenue, debt service, capital project, special assessment), proprietary (enterprise, internal service), and fiduciary (trust and agency funds). Although the city hall annex operating fund and the public works engineering fund are separate funds, they are the same fund type (internal service). See each fund type for its definition. Also see *Fund*.

GIS: Acronym for geographic based information systems.

General Fund: The fund used to account for all financial resources not specifically earmarked for other purposes. The general fund is the primary operating fund for

the City of Saint Paul.

Governmental Funds: All funds other than fiduciary and proprietary funds. Includes the general fund, special revenue funds, capital projects funds, debt service funds and special assessment funds. The measurement focus is on spending or financial flow rather than on net income. See *Fiduciary Funds* and *Proprietary Funds*.

Internal Service Fund: A fund established to account for the financing of goods or services provided by one city department to other city departments, divisions or funds on a cost-reimbursement basis.

LGA: Acronym for local government aid. See *State Aids*.

MSA: Acronym for municipal state aids. See *State Aids*.

Operating Budget: The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

Operating Transfer In/Out: Interfund transfers are legally authorized transfers between a fund receiving revenue and a fund where resources are expended.

PED: Acronym for the planning and economic development department.

Permanent Fund: A fund established to account for the custody and administration of assets held in a trust capacity. The assets held in a trust fund must be spent or invested in accordance with the conditions of the trust. Expendable trust funds are similar to governmental funds in that the measurement focus is on spending or financial flow rather than on net income. Non-expendable trust funds are similar to proprietary funds, with the measurement focus on determination of net income. See *Agency Fund* and *Fiduciary Fund*.

Proprietary Funds: Any fund which attempts to determine net income. Measurement focus is on cost of services similar to private sector for-profit organizations. This category includes enterprise and internal service funds.

Recoverable Expenditure: An expenditure made for, or on behalf of, another governmental unit, fund, or department, private individual, firm, or corporation which will, subsequently, be recovered in cash or its equivalent.

Retained Earnings: An equity account reflecting the accumulated earnings of an enterprise or internal service fund which are not reserved for any specific purpose.

Special Assessment: Charges which the local government collects from property owners to pay for specific services or capital improvement projects such as streets, sewers, etc., which benefit a particular piece of real estate.

Glossary – Continued

Special Revenue Fund: A fund established to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, and capital projects) that are legally restricted to expenditures for specified functions or activities.

Spending Plan: Provides a unit or subunit of an organization with spending authority to pay for the resources required to effectively accomplish the performance plan.

STAR: Acronym for sales tax revitalization program. This is also referred to sometimes as cultural sales tax revenue.

State Aids: The following are the major types of intergovernmental revenues received by the City of Saint Paul from the State of Minnesota:

Local Government Aid (LGA): Begun in 1971, this program was designed to provide indirect property tax relief through the redistribution of income tax and sales tax revenues collected at the state level to local units of government. The amount of funding received by local units of government is based on a distribution formula determined by the Minnesota State Legislature. The distribution formula is based on "need" as well as "capacity". The 2001 State Legislature rolled the Homestead and Agricultural Credit Aid into Local Government Aid.

Market Value Homestead Credit (MVHC). The MVHC program reduces the property tax owed on a homestead property by 0.4% of the homestead's market value, up to a maximum per property of \$304. The maximum credit of \$304 occurs at a market value of \$76,000. For homesteads with market values over \$76,000, the credit is reduced by 0.09% of the excess market value. Homesteads with market value of \$413,778 and higher do not receive any credit. On each homeowner's property tax bill, the market value homestead credit is allocated to the local taxing districts according to the share of the total tax rate that each taxing district represents.

Municipal State Aids (MSA). This program is financed by motor vehicle related taxes collected at the state level. The state gasoline tax is the largest revenue source and the dollars collected are constitutionally dedicated for expenses related to MSA routes. The revenues are redistributed back to municipalities of 5,000 or more residents to be used for construction and maintenance of their MSA designated routes.

Tax Increment District: A tax increment district is a designated geographical area where a city is undertaking redevelopment or development activity. Any increase in assessed valuation due to new development activity is captured by the district. Property taxes levied against those captured values are used to finance the public improvement costs incurred to induce the private development activity. Public improvement costs can be financed by issuing bonds or by a pay-as-you-go plan.