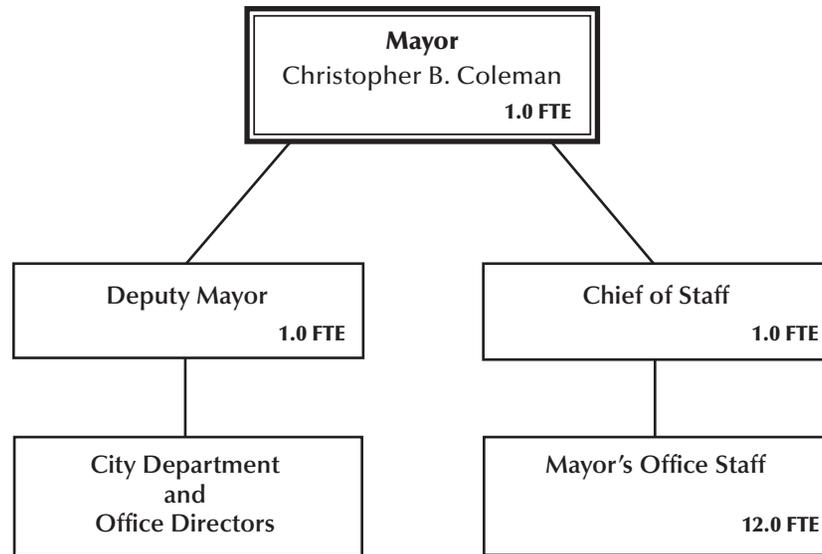


Mayor's Office

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 15.0 FTE)

2012 Adopted Budget

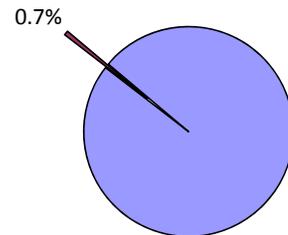
Mayor's Office

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: \$1,433,104
- Total Special Fund Budget: \$844,062
- Total FTEs: 15.00
- Minnesota's Capital City has a population of approximately 285,068.
- 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 a strong foundation.
- Quality Way of Life - Saint Paul will set high standards for healthy urban living.

Recent Accomplishments

- Completed the Promise Neighborhood planning year and secured over \$1M in private funds to implement the first year of the Saint Paul Promise Neighborhood.
- Continued building momentum and vitality in Lowertown and downtown through new restaurants, businesses and music festivals.
- Secured a full-funding agreement from the federal government for the Central Corridor Light Rail Transit (CCLRT) Line to reimburse half of the \$957 million cost of building the 11-mile line connecting Saint Paul and Minneapolis.
- Selected by ArtPlace, a private-public collaboration, to receive a \$750,000 grant to integrate the arts and artists into the Central Corridor project. The grant goes to a partnership between the City of Saint Paul, Twin Cities Local Initiatives Support Corporation and Springboard for the Arts.
- Oversaw completion of the first third of CCLRT construction, which will spur economic development along University Ave. and connect residents to work, school and businesses.
- Implemented the beginning stages of developing the Penfield, a catalytic housing development along the Central Corridor that will add 250 market-rate apartments and a much needed full-service grocery store to downtown Saint Paul.
- Unveiled the master plan to redevelop 17 miles of Mississippi riverfront to improve tourism, create recreational spaces, and identify economic development opportunities.

2012 Adopted Budget

Mayor's Office

Fiscal Summary

	<u>2010 Actual</u>	<u>2011 Adopted</u>	<u>2012 Proposed</u>	<u>2012 Adopted</u>	<u>Change from 2011 Adopted</u>	<u>% Change from 2011 Adopted</u>	<u>2012 Adopted FTE</u>
Spending							
1000: General Fund	1,295,488	1,433,869	1,433,104	1,433,104	(765)	-0.05%	13.00
2100: Special Revenue	-	20,000	20,000	20,000	-	0.00%	-
2400: City Grants	636,259	2,022,669	454,575	824,062	(1,198,607)	-59.26%	2.00
Financing							
1000: General Fund	105,434	105,422	105,422	105,422	-	0.00%	
2100: Special Revenue	-	20,000	20,000	20,000	-	0.00%	
2400: City Grants	670,811	2,022,669	454,575	824,062	(1,198,607)	-59.26%	

Budget Changes Summary

After taking into account current service level adjustments such as inflation and health care cost increases, the Mayor's Office will realize savings in 2012 relative to the 2011 Adopted budget by reducing a senior level vacant position to an entry level position. Non-salary spending will also be reduced relative to 2011.

In the grants fund, current service level adjustments are made to continue the VISTA and College Access education programs at their current levels. Technical clean up will realign grant budgets for 2012. Previously awarded energy and education grants will be completed by the end of 2011, and are removed from the Mayor's Office 2012 grants budget, and grants with remaining funding at the end of fiscal year 2011 are rolled forward so the programs can continue in 2012.

1000: General Fund

Mayor's Office

	Change from 2011 Adopted		
	<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
<u>Current Service Level Adjustments</u>	73,737	-	-
Subtotal:	<u>73,737</u>	<u>-</u>	<u>-</u>
<u>Mayor's Proposed Changes</u>			
Budget Reductions			
The Mayor's Office will reduce a senior level vacant position to an entry level position. Non-salary spending on materials and supplies will also be reduced.			
Staff adjustments	(29,050)	-	-
Overhead	(45,452)	-	-
Subtotal:	<u>(74,502)</u>	<u>-</u>	<u>-</u>
<u>Adopted Changes</u>			
No Changes from Mayor's Proposed Budget	-	-	-
Subtotal:	<u>-</u>	<u>-</u>	<u>-</u>
1000 Budget Changes Total	<u>(765)</u>	<u>-</u>	<u>-</u>

2100: Special Revenue

Mayor's Office

The Special Revenue fund is for budgeting special initiatives in the Mayor's Office.

	Change from 2011 Adopted		
	<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
No Changes from 2011 Adopted Budget	-	-	-
Subtotal:	<u>-</u>	<u>-</u>	<u>-</u>
2100 Budget Changes Total	<u>-</u>	<u>-</u>	<u>-</u>

2400: City Grants**Mayor's Office**

Includes grants for energy and educations initiatives lead by Mayor's Office staff.

	Change from 2011 Adopted		
	Spending	Financing	FTE
<u>Current Service Level Adjustments</u>			
VISTA Program	6,000	6,000	(0.13)
Subtotal:	6,000	6,000	(0.13)
<u>Mayor's Proposed Changes</u>			
CCLRT Solar Thermal Grant			
In 2011, the City of Saint Paul was awarded a Solar Cities grant for municipal facilities along the Energy Innovation Corridor. The grant funded solar thermal projects in municipal buildings along the route of the Central Corridor Light Rail Transit (CCLRT) line in Saint Paul. The full grant award was recognized in the 2011 Adopted Budget, and so the one time spending and financing amounts of \$1.5M are removed from the 2012 budget.			
2011 CCLRT Solar Thermal Grant			
	(1,500,000)	(1,500,000)	-
Subtotal:	(1,500,000)	(1,500,000)	-
Adjustment to Education Grants			
In 2012, the Second Shift and Workforce Development grants will end. Other minor staffing allocation adjustments were made to the College Access program relative to the 2011 Adopted Budget.			
Staff Adjustments	(36,964)		(0.87)
Overhead	(37,131)		
Estimated grant financing		(74,095)	
Subtotal:	(74,095)	(74,095)	(0.87)
<u>Adopted Changes</u>			
Rolling forward unspent grant dollars into fiscal year 2012			
Three multi year grants administered through the Mayor's Office will have remaining balances at the end of fiscal year 2011. The changes below roll forward these balances and make funds available to continue project expenditures in 2012.			
Solar America Cities Grant	12,488	12,488	
CCLRT Solar Grant	307,000	307,000	
Sun Ray Charging Station	50,000	50,000	
Subtotal:	369,488	369,488	-
2400 Budget Changes Total	(1,198,607)	(1,198,607)	(1.00)

Spending Reports

CITY OF SAINT PAUL
Department Budget Summary
(Spending and Financing)

Department: MAYORS OFFICE

Budget Year: 2012

		2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted
<u>Spending by Fund</u>						
1000	GENERAL FUND	1,296,391	1,295,488	1,433,869	1,433,104	(765)
2100	SPECIAL REVENUE			20,000	20,000	
2400	CITY GRANTS	2,280,820	636,259	2,022,669	824,062	(1,198,607)
TOTAL SPENDING BY FUND		3,577,211	1,931,747	3,476,538	2,277,166	(1,199,372)
<u>Spending by Major Account</u>						
	EMPLOYEE EXPENSE	1,678,159	1,660,094	1,744,354	1,779,373	35,019
	SERVICES	158,008	193,930	234,284	111,200	(123,084)
	MATERIALS AND SUPPLIES	14,805	26,690	61,993	29,593	(32,400)
	CAPITAL OUTLAY				50,000	50,000
	PROGRAM EXPENSE	1,725,834	51,034	1,435,407	307,000	(1,128,407)
	TRANSFER OUT AND OTHER SPEND	404		500		(500)
TOTAL SPENDING BY MAJOR ACCOUNT		3,577,211	1,931,747	3,476,538	2,277,166	(1,199,373)
<u>Financing by Major Account</u>						
	GENERAL FUND REVENUES	102,497	105,434	105,422	105,422	
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE	2,091,523	389,632	1,755,110	624,598	(1,130,512)
	INTEREST EARNINGS	(2,462)	1,947			
	TRANSFERS IN OTHER FINANCING	161,201	279,232	287,559	219,464	(68,095)
TOTAL FINANCING BY MAJOR ACCOUNT		2,352,758	776,245	2,148,091	949,484	(1,198,607)

CITY OF SAINT PAUL
Spending Plan Summary

Department: MAYORS OFFICE
Fund: 1000 GENERAL FUND
Division: MAYORS ADMINISTRATION

Budget Year: 2012

	Spending					Personnel				
	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted
<u>Spending by Major Account</u>										
EMPLOYEE EXPENSE	1,261,557	1,231,637	1,297,046	1,352,007	54,961					
SERVICES	23,501	45,207	101,808	57,974	(43,834)					
MATERIALS AND SUPPLIES	11,058	18,644	34,515	23,123	(11,392)					
TRANSFER OUT AND OTHER SPEND	275		500		(500)					
TOTAL FOR DIVISION	1,296,391	1,295,488	1,433,869	1,433,104	(765)					
<u>Spending by Accounting Unit</u>										
1000100 MAYORS OFFICE	1,296,391	1,295,488	1,433,869	1,433,104	(765)			13.00	13.00	
TOTAL FOR DIVISION	1,296,391	1,295,488	1,433,869	1,433,104	(765)			13.00	13.00	

**CITY OF SAINT PAUL
Spending Plan Summary**

Department: MAYORS OFFICE
Fund: 2100 SPECIAL REVENUE
Division: MAYORS ADMINISTRATION

Budget Year: 2012

	Spending					Personnel				
	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted
<u>Spending by Major Account</u>										
SERVICES			14,500	14,500						
MATERIALS AND SUPPLIES			5,500	5,500						
TOTAL FOR DIVISION			20,000	20,000						
<u>Spending by Accounting Unit</u>										
1030113 MAYORS SPECIAL EVENTS			20,000	20,000						
TOTAL FOR DIVISION			20,000	20,000						

CITY OF SAINT PAUL
Spending Plan Summary

Department: MAYORS OFFICE
Fund: 2400 CITY GRANTS
Division: MAYORS ADMINISTRATION

Budget Year: 2012

	Spending					Personnel				
	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted
Spending by Major Account										
EMPLOYEE EXPENSE	416,602	428,457	447,308	427,366	(19,942)					
SERVICES	134,507	148,723	117,976	38,726	(79,250)					
MATERIALS AND SUPPLIES	3,747	8,046	21,978	970	(21,008)					
CAPITAL OUTLAY				50,000	50,000					
PROGRAM EXPENSE	1,725,834	51,034	1,435,407	307,000	(1,128,407)					
TRANSFER OUT AND OTHER SPEND	130									
TOTAL FOR DIVISION	2,280,820	636,259	2,022,669	824,062	(1,198,607)					
Spending by Accounting Unit										
1030107 SOLAR CITIES GRANT	76,654	53,319		12,488	12,488					
1030114 AMERICORPS VISTA	296,781	311,643	339,806	345,806	6,000			1.25	1.12	(0.13)
1030118 EDUCATION INITIATIVE	135,016	220,264	182,863	108,768	(74,095)			1.75	0.88	(0.87)
1030119 PRE-K ALLOWANCE PROJEC	1,772,370									
1030121 CHARGING STATIONS				50,000	50,000					
1032507 EQUAL OPPORTUNITY IN E		51,034								
1032511 CENTRAL CORRIDOR SOLAR			1,500,000	307,000	(1,193,000)					
TOTAL FOR DIVISION	2,280,820	636,259	2,022,669	824,062	(1,198,607)			3.00	2.00	(1.00)

Financing Reports

CITY OF SAINT PAUL
Financing by Company and Department

Department: MAYORS OFFICE
 Company: 1000 GENERAL FUND

Budget Year: 2012

Account	Account Description	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From
						2011 Adopted
44845-0	MISCELLANEOUS SERVICES	990	12			
49140-0	TRANSFER FR SPECIAL REVENUE FU	33,165		30,422	30,422	
49170-0	TRANSFER FR ENTERPRISE FUND			75,000	75,000	
49180-0	TRANSFER FR INTERNAL SERVICE F	68,342	105,422			
49600-0	OUTSIDE CONTRIBUTION DONATIONS					
TOTAL FOR 1000 GENERAL FUND		102,497	105,434	105,422	105,422	

CITY OF SAINT PAUL
Financing by Company and Department

Department: MAYORS OFFICE
 Company: 2100 SPECIAL REVENUE

Budget Year: 2012

Account	Account Description	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	<u>Change From</u> 2011 Adopted
49600-0	OUTSIDE CONTRIBUTION DONATIONS			20,000	20,000	
TOTAL FOR 2100 SPECIAL REVENUE				20,000	20,000	

CITY OF SAINT PAUL
Financing by Company and Department

Department: MAYORS OFFICE
 Company: 2400 CITY GRANTS

Budget Year: 2012

Account	Account Description	2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From
						2011 Adopted
42100-0	DEPT OF COMMERCE				50,000	50,000
42180-0	DEPT OF ENERGY	40,799	53,319	1,500,000	319,488	(1,180,512)
42190-0	DEPT OF EDUCATION	1,786,061	70,172			
42200-0	CORP FOR NATL AND COMM SVC	264,663	266,141	255,110	255,110	
47100-0	INTEREST ON INVESTMENTS		1,552			
47110-0	INCR (DECR) IN FV INVESTMENTS	(2,462)	396			
49310-0	INTRA FUND TRANSFER	130				
49600-0	OUTSIDE CONTRIBUTION DONATIONS		46,732		90,696	90,696
49680-0	PRIVATE GRANTS	161,071	232,500	267,559	108,768	(158,791)
TOTAL FOR 2400 CITY GRANTS		2,250,261	670,811	2,022,669	824,062	(1,198,607)
GRAND TOTAL FOR MAYORS OFFICE		2,352,758	776,245	2,148,091	949,484	(1,198,607)

City of Saint Paul
Financing Plan by Department

Department: MAYORS OFFICE
Fund: 1000 GENERAL FUND

Budget Year: 2012

		2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted
<u>Financing by Accounting Unit</u>						
1000100	MAYORS OFFICE	102,497	105,434	105,422	105,422	
TOTAL FOR DEPARTMENT		102,497	105,434	105,422	105,422	
<u>Financing by Major Account</u>						
	FEES SALES AND SERVICES	12				
	TRANSFERS IN OTHER FINANCING	105,422	105,422	105,422	105,422	
TOTAL BY MAJOR ACCOUNT GROUP		105,434	105,422	105,422	105,422	

City of Saint Paul
Financing Plan by Department

Department: MAYORS OFFICE
Fund: 2100 SPECIAL REVENUE

Budget Year: 2012

		2009 Actuals	2010 Actuals	2011 Adopted	2012 Adopted	Change From 2011 Adopted
<u>Financing by Accounting Unit</u>						
1030113	MAYORS SPECIAL EVENTS			20,000	20,000	
TOTAL FOR DEPARTMENT				20,000	20,000	
<u>Financing by Major Account</u>						
	TRANSFERS IN OTHER FINANCING			20,000	20,000	
TOTAL BY MAJOR ACCOUNT GROUP				20,000	20,000	

City of Saint Paul
Financing Plan by Department

Department: MAYORS OFFICE
Fund: 2400 CITY GRANTS

Budget Year: 2012

		2009	2010	2011	2012 Adopted	Change From
		Actuals	Actuals	Adopted		2011
						Adopted
<u>Financing by Accounting Unit</u>						
1030107	SOLAR CITIES GRANT	40,799	53,319		12,488	12,488
1030114	AMERICORPS VISTA	314,663	299,873	339,806	345,806	6,000
1030118	EDUCATION INITIATIVE	132,466	208,172	182,863	108,768	(74,095)
1030119	PRE-K ALLOWANCE PROJECT	1,762,333				
1030121	CHARGING STATIONS				50,000	50,000
1030301	LIVING CITIES GRANT		12,500			
1032507	EQUAL OPPORTUNITY IN ENERGY		76,947			
1032509	FAMILY HOUSING FUND		20,000			
1032511	CENTRAL CORRIDOR SOLAR THERMAL			1,500,000	307,000	(1,193,000)
TOTAL FOR DEPARTMENT		2,250,261	670,811	2,022,669	824,062	(1,198,607)
<u>Financing by Major Account</u>						
	INTERGOVERNMENTAL REVENUE	389,632	1,459,015	624,598	624,598	
	INTEREST EARNINGS	1,947	279			
	TRANSFERS IN OTHER FINANCING	279,232	396,042	199,464	199,464	
TOTAL BY MAJOR ACCOUNT GROUP		670,811	1,855,337	824,062	824,062	