

# 2008 Adopted Budget



CITY OF SAINT PAUL  
Mayor Christopher B. Coleman



## Photo and Design Credits

The cover features a few of the many projects related to the Invest Saint Paul Initiative, a collaborative effort between City and private resources to ensure that all Saint Paul communities are successful in the areas of education, public safety, economy, environment, quality infrastructure, and the soul of Saint Paul.

### Photo Credits:

- Second Shift Initiative (center left): Three youth commissioners stand outside the chambers of the House of Representatives Early Childhood Education Committee when Mayor Coleman, youth, and others testified in support of public funding for neighborhood bus circulators. Photo courtesy of Parks and Recreation.
- Housing along Mississippi River (top right): New housing development constructed along St. Paul's Upper Landing. Photo Courtesy of Riverfront Corporation.
- Lower Phalen Creek (upper right): The Bruce Vento Nature Sanctuary is an effort to reclaim a former rail yard on the Mississippi River floodplain just east of downtown Saint Paul and transform it into a city park and natural area. Photo courtesy of Sarah Clark.
- Grand Old Day parade (lower right): The Upper Midwest's largest one day festival held annually on historic Grand Avenue. Photo courtesy of Geoffrey George and the Grand Avenue Business Association.
- Apprentice Opportunities Pilot Project (bottom right): The mission of the Apprenticeship Opportunities Pilot Project is to assist women, people of color, underemployed adults, and high school youth to access career opportunities in the construction trades through the apprenticeship system. Photo courtesy of the YWCA St. Paul.

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

City of Saint Paul  
2008 Adopted Budget

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Prepared by:

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

Matt Smith, Director

Scott Cordes, Budget Analyst  
Dede Demko, Senior Budget Analyst  
Chris Eitemiller, Senior Budget Analyst  
Mark Erpelding, Budget Intern  
Ron Kline, Chief Budget Analyst  
John McCarthy, Budget Assistant  
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.

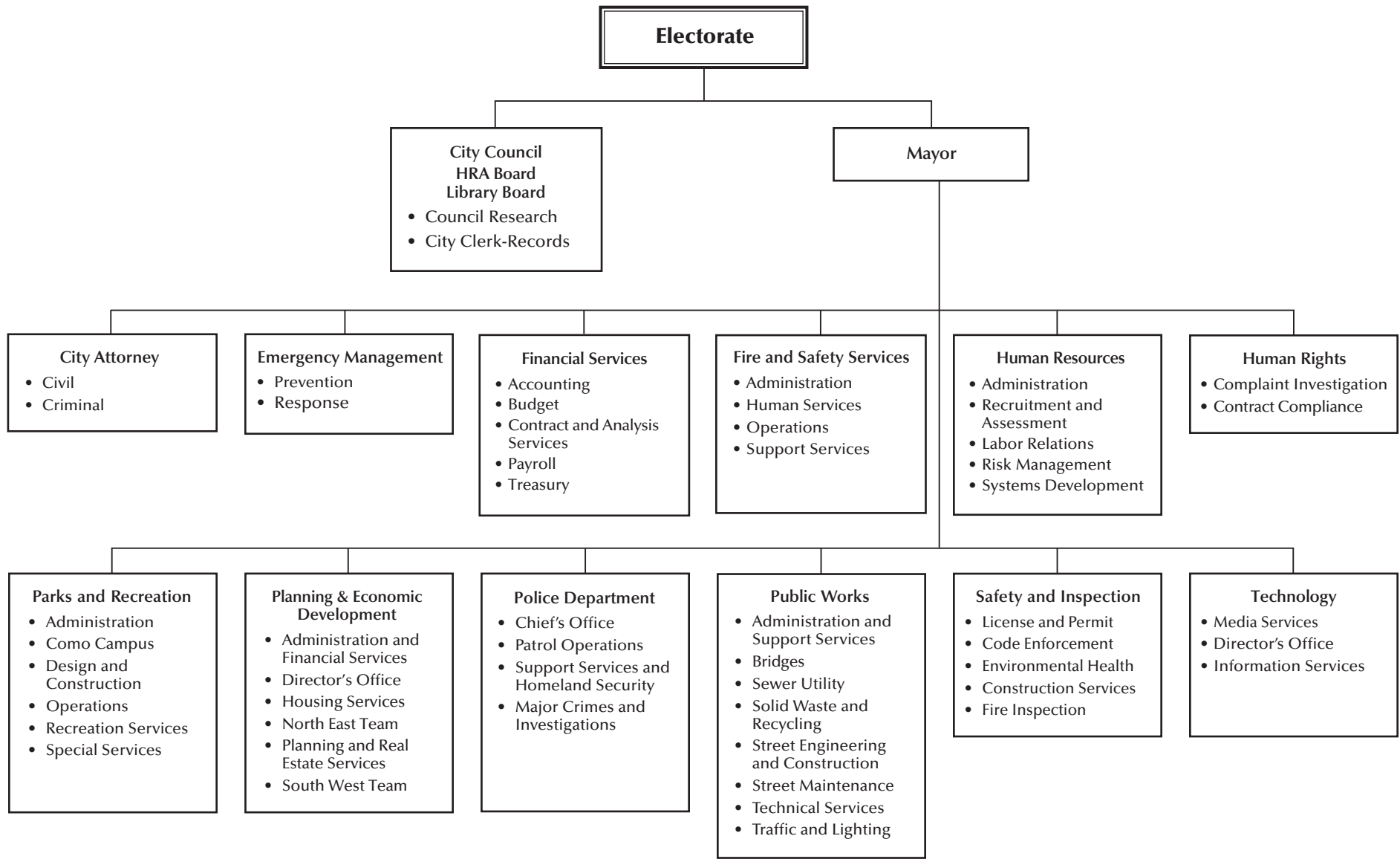
The Mayor recommends appointments for department/office directors and members of boards and commissions for Council approval, and is responsible for the direction and control of departments and offices. The Mayor recommends policies and budgets to the City Council. The Mayor exercises all powers and 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.

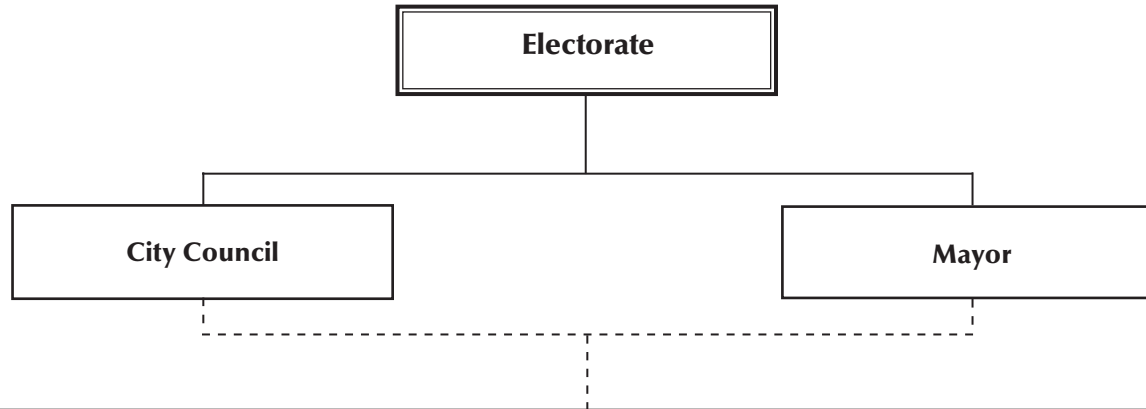
Elected Officials			Appointed Officials			
Office	Name	Term Expires	Department/Office	Director's Name	Term Expires	
Mayor	Christopher B. Coleman	01-01-2010	City Clerk	Shari Moore	*	
Council members:			City Attorney	John Choi	*	
			Financial Services	Matt Smith	*	
	Ward 1	Melvin Carter	01-01-2012	Fire and Safety Services	Tim Butler	2013
	Ward 2	Dave Thune	01-01-2012	Human Rights	Tyrone Terrill	*
	Ward 3	Patrick Harris	01-01-2012	Human Resources	Angie Nalezny	*
	Ward 4	Russ Stark	01-01-2012	Mayor's Chief of Staff	Ann Mulholland	*
	Ward 5	Lee Helgen	01-01-2012	Parks and Recreation	Bob Bierscheid	*
	Ward 6	Daniel Bostrom	01-01-2012	Planning and Econ. Dev	Cecile Bedor	*
Ward 7	Kathy Lantry	01-01-2012	Police	John Harrington	2010	
			Public Libraries	Melanie Huggins	*	
			Public Works	Bruce Beese	*	
			Safety and Inspection	Bob Kessler	*	
			Technology	Andrea Casselton	*	
			Regional Water Services	Steve Schneider		
			* Serves at pleasure of the Mayor			

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

## 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*

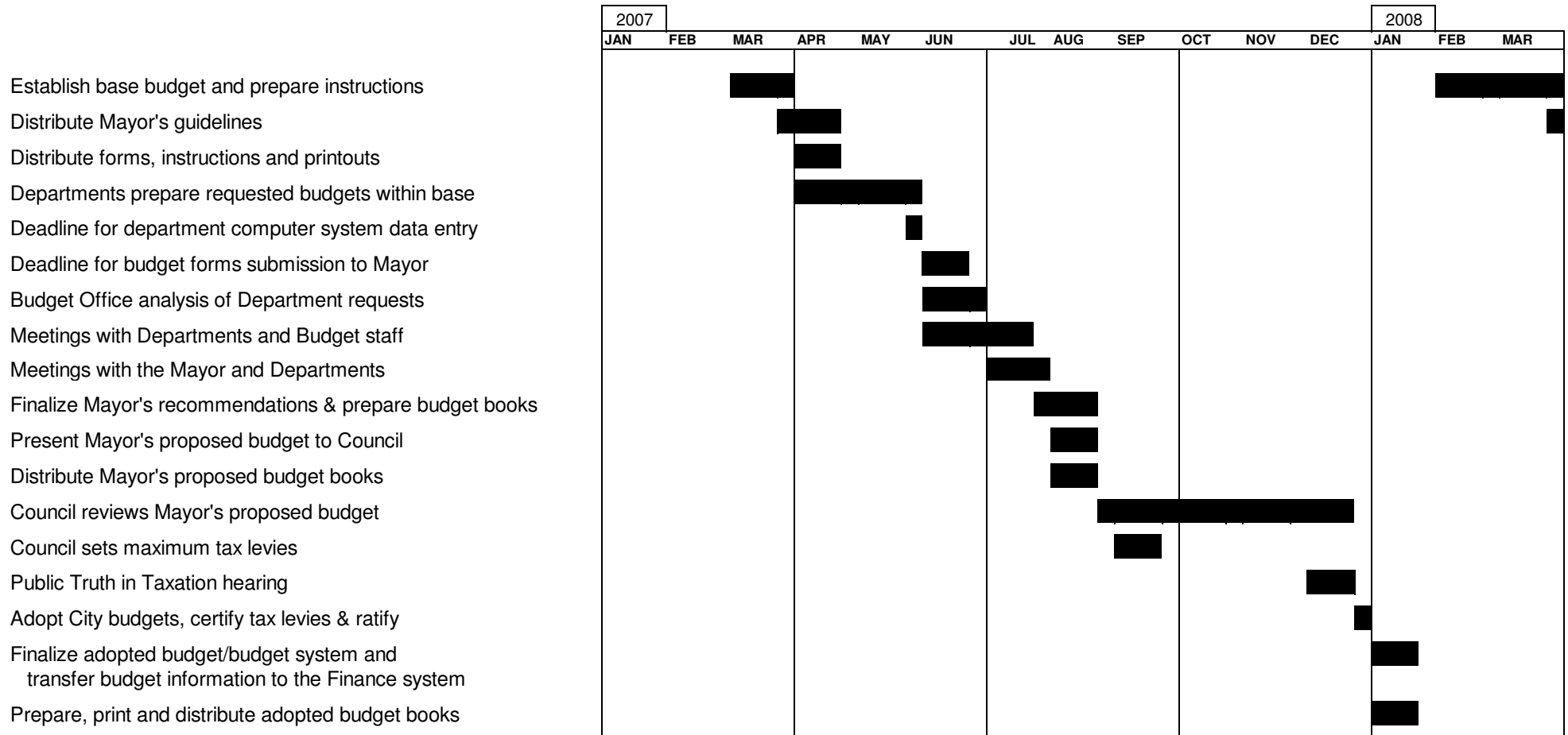
The budget staff finalizes the Mayor’s recommendations and produces the Mayor’s proposed budget. The Mayor then submits the recommended budget to the City Council by August 15, as required by the City Charter.

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 public hearings will be held. State law requires the City to hold a joint meeting with the county and school district. 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



## Overall Summary and Important Features

### 2008 Adopted Budget

The 2008 adopted budget for the City of Saint Paul is \$616,617,115. This is the total of the budgets of all City funds: General fund, special funds, debt service funds and capital improvement funds. This is a 16.7% increase from the 2007 adopted budget, with the primary increase coming in the special fund budget, where a \$50 million grant for the Republican National Convention is budgeted. If transfers from one fund to another and subsequent year debt are excluded, the City budget is \$534,215,450. The RiverCentre and Water Utility budgets, like the HRA and Library Agency budgets, are submitted separately. Therefore, they are not included in this book.

#### General Highlights:

**Property Taxes.** The 2008 tax levy proposal increases financing by \$10,468,276 for a total City levy of \$80,530,837. The City also levies on behalf of the Port Authority, which will total \$2,112,000 for taxes payable in 2008, or an increase of \$402,950.

**Service Charges and Fees.** This budget contains a 5.0% increase in the sanitary and 10% increase in storm sewer fees, as well as an average 13% increase in right-of-way maintenance assessments. The Building permit fees increase by 10% and business licenses increase by 5%, which is expected to generate over \$900,000 in new revenue. The multiple categories of Continuance For Dismissal fees in the City Attorney's Office were increased by varying amounts. Additionally, paramedic transport fees increase by 10% to align with the average rates in the metro area.

**Capital Improvement Funding:** The proposed 2008 capital improvement budget (CIB) of \$79,628,000 provides funding for all capital projects financed with local, state, federal or other revenues received by the City for this purpose.

#### Significant Department Changes:

Introductions to the general fund, special funds, and general obligation debt service funds sections of this document detail important features of financing and spending within each of those areas. Significant features of the overall budget are highlighted in those sections.

**The Independent Library Agency:** State legislation passed during the 2002 session provided the authority to allow the Saint Paul Public Library to become an independent unit, separate from Saint Paul City government. In 2003, the City Council adopted an ordinance creating the independent agency, effective for 2004. In accordance with the ordinance, the Saint Paul Public Library Agency submitted its 2008 budget request to the Mayor, and the Mayor presented the Library Agency budget to the City Council. The Library Board and the City Council have adopted the 2008 budget for the Library Agency. The Library Agency budget is no longer a part of the City budget, and, as such, is not reflected in this book.

## 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 54 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 651-266-8797. Our Web site is [www.ci.stpaul.mn.us](http://www.ci.stpaul.mn.us). 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 651-266-6576.*
- ❖ Comprehensive Annual Financial Report (CAFR)  
*Contact Lori Lee at 651-266-8822*  
*or Jose Jovellana at 651-266-8820*
- ❖ General Obligation Debt Overlapping on the Saint Paul Tax Base: Five Year Debt Management Strategy, 2005-2010  
*Contact Ron Kline at 651-266-8548*
- ❖ Housing and Redevelopment Authority (HRA) Annual Budget and the Comprehensive Annual Financial Report  
*Contact Tom Meyer at 651-266-6667*
- ❖ 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 Eric Willems at 651-265-4822*



# **Overview of Combined City and Library Agency 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  
2007 Adopted vs. 2008 Adopted**

	<b>Property Tax Levy*</b>				Pct of City	Pct of City
	<u>2007 Adopted</u>	<u>2008 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	<u>07 Total</u>	<u>08 Total</u>
City of Saint Paul						
General Fund	48,976,109	57,398,942	8,422,833	17.2%	69.9%	71.3%
General Debt Service	9,199,202	8,173,446	-1,025,756	-11.2%	13.1%	10.1%
Saint Paul Public Library Agency	11,887,250	14,958,449	3,071,199	25.8%	17.0%	18.6%
<b>Total (City and Library combined)</b>	<b>70,062,561</b>	<b>80,530,837</b>	<b>10,468,276</b>	<b>14.9%</b>	<b>100.0%</b>	<b>100.0%</b>
Port Authority	1,709,050	2,112,000	402,950	23.6%		
<b>Overall Levy (City, Library &amp; Port)</b>	<b>71,771,611</b>	<b>82,642,837</b>	<b>10,871,226</b>	<b>15.1%</b>		

\* 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% "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>2007 Adopted</u>	<u>2008 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	Pct. of <u>07 Total</u>	Pct. of <u>08 Total</u>
City of Saint Paul						
General Fund	54,639,729	54,261,998	-377,731	-0.7%	91.1%	95.6%
General Debt Service	0	0	0	N.A.	0.0%	0.0%
Saint Paul Public Library Agency	5,321,472	2,519,646	-2,801,826	-52.7%	8.9%	4.4%
<b>Total (City and Library combined)</b>	<b>59,961,201</b>	<b>56,781,644</b>	<b>-3,179,557</b>	<b>-5.3%</b>	<b>100.0%</b>	<b>100.0%</b>

**Total Combined City and Library Agency Budgets: 2007 Adopted and 2008 Adopted**  
**(Including \$50 million in planned one-time spending and financing for the Republican National Convention)**

	<u>2007 Adopted</u>	<u>2008 Adopted</u>	<u>Change Amount</u>	<u>Percent</u>
City operations	393,189,730	480,442,999	87,253,269	22.2%
Library operations	<u>15,317,922</u>	<u>15,888,415</u>	<u>570,493</u>	3.7%
<b><i>Total operations</i></b>	<b>408,507,652</b>	<b>496,331,414 *</b>	<b>87,823,762</b>	21.5%
City debt service	55,882,529	56,546,116	663,587	1.2%
Library debt service	<u>3,193,699</u>	<u>3,122,736</u>	<u>-70,963</u>	-2.2%
<b><i>Total debt service</i></b>	<b>59,076,228</b>	<b>59,668,852</b>	<b>592,624</b>	1.0%
Capital improvements	79,438,000	79,628,000	190,000	0.2%
Library capital improvements	<u>487,527</u>	<u>1,281,200</u>	<u>793,673</u>	162.8%
<b><i>Total capital improvments</i></b>	<b>79,925,527</b>	<b>80,909,200</b>	<b>983,673</b>	1.2%
<b><i>Total combined budgets:</i></b>	<b><u>547,509,407</u></b>	<b><u>636,909,466</u></b>	<b><u>89,400,059</u></b>	<b>16.3%</b>

\* 2008's proposed budget includes \$50,000,000 in planned one-time spending for the Republican National Convention, which will be offset by \$50,000,000 in federal security grant revenue.

**Workforce Summary, City and Library Agency Combined**

	<u>2007 Adopted</u>	<u>2008 Adopted</u>	<u>Change Amount</u>	<u>Percent</u>
City FTEs (All Funds)	2,795.1	2,848.1	53.0	1.9%
Library FTEs (All Funds)	<u>186.6</u>	<u>184.9</u>	<u>-1.7</u>	-0.9%
<b><i>Total Combined FTEs</i></b>	<b>2,981.7</b>	<b>3,033.0</b>	<b>51.3</b>	1.7%

**Total Combined City and Library Agency Budgets: 2007 Adopted and 2008 Adopted**  
**(Does not include \$50 million in expected one-time spending and financing for the Republican National Convention)**

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<b>Total operations</b>	<b><u>408,507,652</u></b>	<b><u>446,331,414</u> *</b>	<b><u>37,823,762</u></b>	9.3%
City debt service	55,882,529	56,546,116	663,587	1.2%
Library debt service	<u>3,193,699</u>	<u>3,122,736</u>	-70,963	-2.2%
<b>Total debt service</b>	<b><u>59,076,228</u></b>	<b><u>59,668,852</u></b>	<b><u>592,624</u></b>	1.0%
Capital improvements	79,438,000	79,628,000	190,000	0.2%
Library capital improvements	<u>487,527</u>	<u>1,281,200</u>	793,673	162.8%
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<b>Total combined budgets:</b>	<b><u><u>547,509,407</u></u></b>	<b><u><u>586,909,466</u></u></b>	<b><u><u>39,400,059</u></u></b>	<b>7.2%</b>

\* This total does not include \$50,000,000 in expected one-time spending and financing for the Republican National Convention

**Workforce Summary, City and Library Agency Combined**

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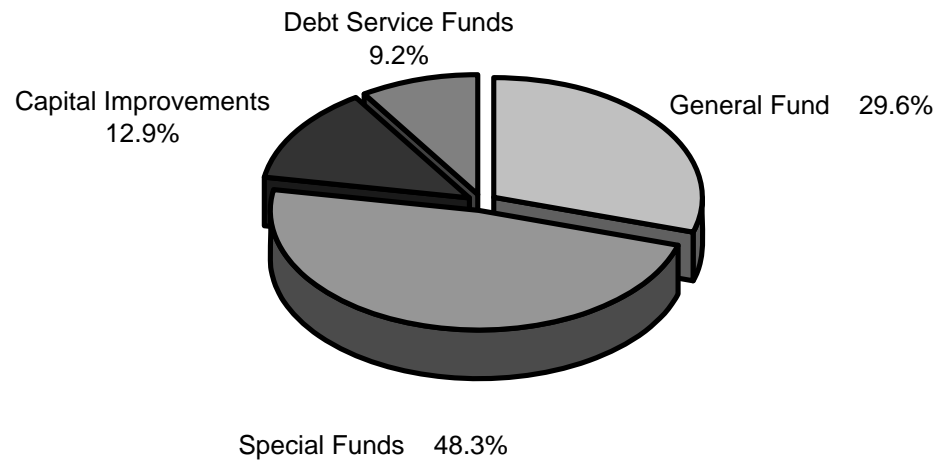


# **City Composite Summary**

## Composite Summary - Total Budget

City of Saint Paul: All Funds			
Composite Plan	2006 Actual Budget	2007 Adopted Budget	2008 Adopted Budget
General Fund (Operating)	174,323,963	171,908,169	182,430,768
Special Fund (Operating)	208,057,059	221,281,561	298,012,231
Capital Improvements	61,784,918	79,438,000	79,628,000
Debt Services Funds	49,989,679	55,882,529	56,546,116
Total Budgets (Unadjusted)	<u>494,155,619</u>	<u>528,510,259</u>	<u>616,617,115</u>
Less Transfers	(54,544,456)	(61,406,295)	(63,174,935)
Less Subsequent Year Debt	<u>0</u>	<u>(19,510,146)</u>	<u>(19,226,730)</u>
Adjusted Financing Plan	<u><u>439,611,163</u></u>	<u><u>447,593,818</u></u>	<u><u>534,215,450</u></u>

## Composite Summary - Total Budget 2008 Adopted Budget



## Composite Summary - Workforce

City of Saint Paul: All Funds Full Time Equivalents (FTEs)			
Department	2006 Adopted Budget	2007 Adopted Budget	2008 Adopted Budget
Attorney	68.2	66.8	67.8
City Clerk (a)	7.5	2.0	2.0
Council	26.7	26.7	26.7
Debt Service Fund	2.3	2.1	2.1
Emergency Management	0.0	0.0	1.1
Financial Services	44.8	45.0	45.0
Fire and Safety Services (a)	474.6	457.6	456.5
General Government Accounts	0.1	2.1	2.1
StP-RC Health	59.9	54.7	53.8
Human Resources	32.4	32.6	31.3
Human Rights	7.2	7.5	7.5
License, Inspection and Env. Protection (a)	107.5	0.0	0.0
Mayor's Office	15.0	17.8	16.2
Neighborhood Housing & Property Improvement (a)	34.6	0.0	0.0
Parks and Recreation	538.9	536.7	569.8
Planning and Economic Development	86.1	83.3	83.6
Police	760.1	788.8	804.8
Public Works	431.6	429.6	431.1
Safety and Inspection (a)	0.0	160.3	166.1
Office of Technology	74.7	81.5	80.6
Total	<u>2,772.2</u>	<u>2,795.1</u>	<u>2,848.1</u>
Total General Fund	<u>1,725.5</u>	<u>1,751.7</u>	<u>1,699.7</u>
Total Special Fund	<u>1,046.7</u>	<u>1,043.4</u>	<u>1,148.4</u>

a) In 2007, the Information and Complaint component of City Clerk; License, Inspection, and Environmental Protection (LIEP); and Neighborhood Housing and Property Improvement (NHPI) will be merged with the Fire Department's Fire Inspection unit as the new Department of Safety and Inspection (DSI).

## Composite Spending - By Department

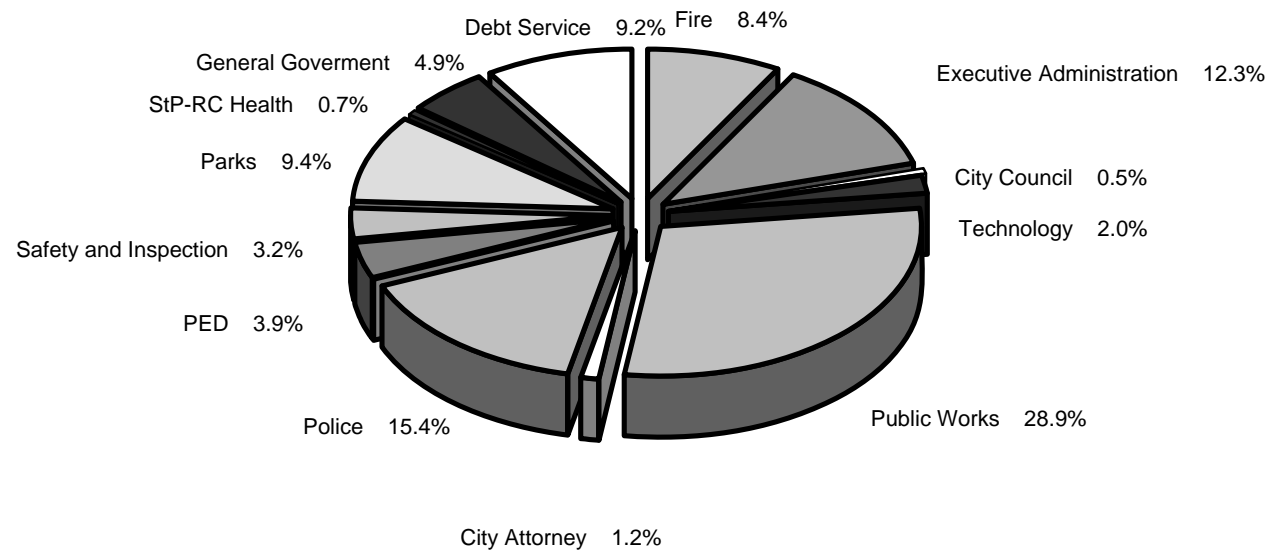
2008 Adopted Budget (By Department and Fund Type)					
Department	General Fund	Special Funds	Debt Service	Capital Budget	Total All Budgets
Attorney	6,015,776	1,104,652			7,120,428
City Clerk (a)					0
Council	2,798,414	81,044			2,879,458
Debt Service			56,546,116		56,546,116
Emergency Management	182,181				182,181
Financial Services	2,002,716	65,105,265			67,107,981
Fire and Safety Services (a)	46,818,914	4,054,909		1,000,000	51,873,823
General Government Accounts	7,002,410			23,075,000	30,077,410
StP-RC Health		4,236,131			4,236,131
Human Resources	3,161,786	2,348,000			5,509,786
Human Rights	574,414	50,688			625,102
Libraries (b)					0
License, Inspection, and Environ. Prot. (a)	0	0			0
Mayor's Office	1,481,120	605,759			2,086,879
Neighborhood Housing & Property Impr. (a)	0	0		0	0
Parks and Recreation	25,519,501	22,967,998		9,510,000	57,997,499
Planning and Economic Development		19,245,281		4,912,000	24,157,281
Police	71,425,110	23,556,515		100,000	95,081,625
Public Works	1,677,291	137,544,762		39,696,000	178,918,053
Safety and Inspection (a)	5,136,146	14,140,361		500,000	19,776,507
Technology	8,634,989	2,970,866		835,000	12,440,855
Total	182,430,768	298,012,231	56,546,116	79,628,000	616,617,115

(a) In 2007, the Information and Complaint component of City Clerk; License, Inspection, and Environmental Protection (LIEP); and Neighborhood Housing and Property Improvement (NHPI) will be merged with the Fire Department's Fire Inspection unit as the new Department of Safety and Inspection (DSI).

(b) 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.

# Composite Spending - By Department

2008 Adopted Budget



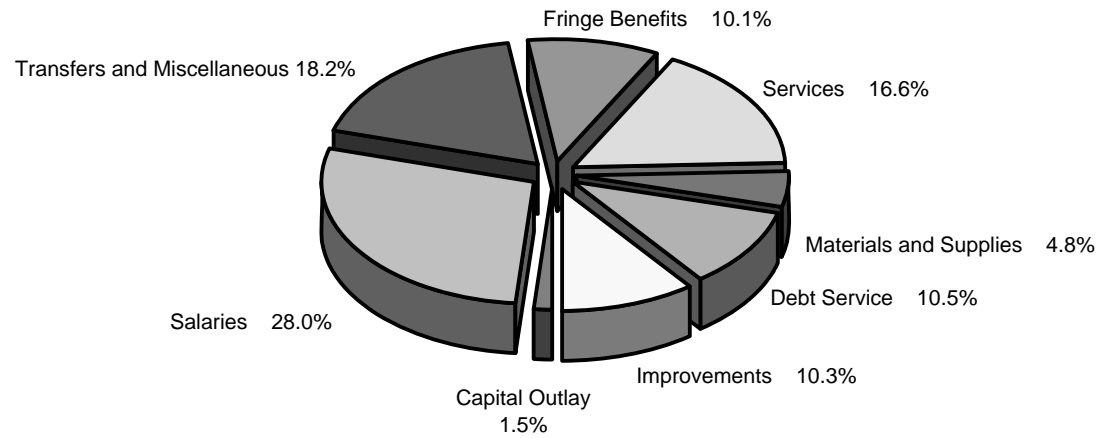
## Composite Summary - Spending and Financing

Adopted Spending Summary (2008 Spending by Major Object)					
Object	General Fund	Special Fund	Debt Service	Capital Budget	Total
Salaries	108,726,695	63,803,110	146,581		172,676,386
Services	18,509,449	83,823,446	77,494		102,410,389
Materials and Supplies	9,193,584	20,138,127	17,360		29,349,071
Fringe Benefits	38,733,643	23,556,860	46,690		62,337,193
Transfers and Miscellaneous	5,844,097	85,167,222	280,000	21,073,000	112,364,319
Debt Service	1,055,618	7,926,181	55,977,991		64,959,790
Improvements	5,329	4,855,864	0	58,555,000	63,416,193
Capital Outlay	362,353	8,741,421	0		9,103,774
TOTAL	182,430,768	298,012,231	56,546,116	79,628,000	616,617,115

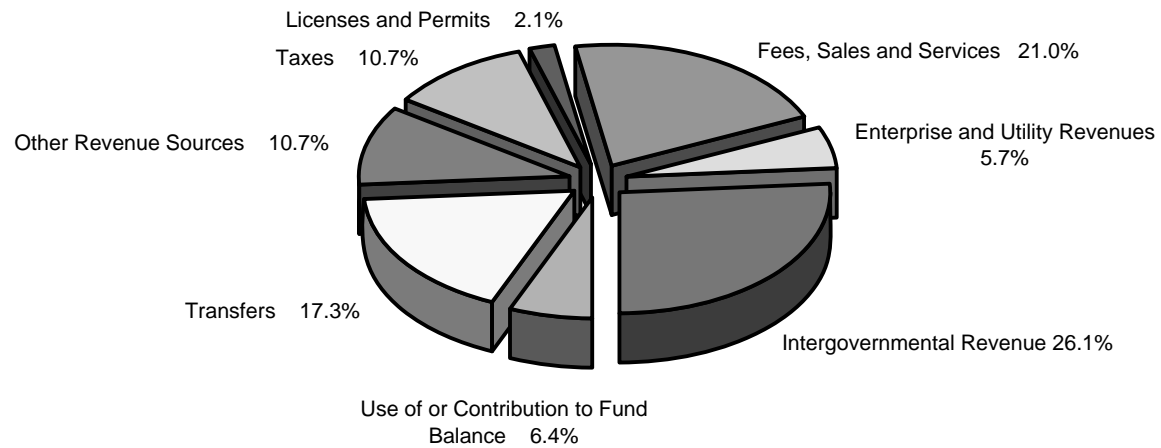
Adopted Financing Summary (2008 Revenue By Source)					
Source	General Fund	Special Fund	Debt Service	Capital Budget	Total
Use of or Contribution to Fund Balance	0	17,176,470	22,364,823		39,541,293
Transfers	17,730,693	14,187,515	14,482,304	60,441,000	106,841,512
Taxes	57,053,961	1,791,505	7,808,699		66,654,165
Licenses and Permits	928,200	11,767,602	0		12,695,802
Intergovernmental Revenue	63,525,444	78,175,488	304,484	18,526,000	160,531,416
Fees, Sales and Services	16,012,612	113,144,636	0		129,157,248
Enterprise and Utility Revenues	23,270,386	11,970,540	0		35,240,926
Other Revenue Sources	3,909,472	49,798,475	11,585,806	661,000	65,954,753
TOTAL	182,430,768	298,012,231	56,546,116	79,628,000	616,617,115

## Summary - Spending and Financing

2008 Adopted Spending By Major Object



2008 Adopted Revenue By Source





**General Fund**

## General Fund

### 2008 Adopted Budget

**Purpose:** One of four major budget categories, 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 adopted 2008 spending and financing plan.

#### Financing Highlights:

The major financing sources for this fund are:

- ❖ Property taxes – 29.7%
- ❖ State aids (incl. Local Government Aid) – 34.8%
- ❖ Franchise fees – 12.2%
- ❖ Other revenues, aids, and user fees – 23.3%

**Certified Local Government Aid (LGA):** The amount of Local Government Aid has been lower and less predictable since the state aid cuts that began in mid-2003. The LGA certified for 2008 is \$56.8 million, a decrease of \$3.2 million from the 2007 amount. The 2007 state tax bill, passed by the legislature, but vetoed by the Governor over an unrelated provision, would have provided St. Paul with \$67 million in LGA for 2008, as projected in May 2007. The Mayor originally proposed two budgets, one of which was based on the reasonable expectation that the Governor and legislative leaders would have agreed to hold a special session late in 2007 to reconsider and adopt as law the local government aid portion of the tax bill effective for 2008. However, since the tax bill wasn't reconsidered in a special legislative session in 2007, the 2008 Adopted Budget assumes an LGA distribution to Saint Paul of the originally certified \$56.8 million.

Since 2004, LGA has been allocated between the City budget

and the Independent Library Agency's budget.

**Property Tax Levy:** Financing for the adopted budget includes a total certified levy increase of \$10.4 million in order to fund City operations and service debt. (The City's portion of this increase, after allowing for uncollectible taxes, will yield about \$10.2 million in new budget financing.) The total certified levy amount is \$82.6 million, about 70% of that will finance General Fund operations and 18% 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. In 2005, the City's bond raters cautioned against further use of fund balance to finance current services, as the City was approaching a benchmark statistic for percent of fund balance on hand compared to the General Fund budget. The 2008 City budget does not use fund balance as a financing source, in keeping with City fund balance policy developed in 2006. The 2008 adopted budget is projected to comply with the minimum levels required by the adopted fund balance policy.

**City Franchise Fees:** The estimated 2008 financing level will rise slightly. There is a small projected increase due to normal growth related to the Xcel franchise agreement and District Heating, but when combined with the loss of the Norenco financing, the overall increase is just over \$275,000. In addition, in 2008, the City will begin to collect on deferred franchise fees from District Energy.

**General Fund Interest Earnings:** Interest estimates are projected to generally show only slight growth from 2007 to 2008 based on expected investment pool balances and interest rates.

**Other General Fund Financing:** The adopted budget for 2008 includes additional revenues as a result of revising the approach

for determining central service charges, changing from a two year delay to a current budget year base.

### **Spending Highlights:**

**Rate of Growth:** Saint Paul's general fund budget as adopted will increase by \$10,522,599, or 6.1%, from \$171,908,169 in 2007 to \$182,430,768 in 2008. Growth in spending for 2008 is primarily driven by inflation, resulting in higher costs to continue services at 2007 levels, and the addition of new police officers.

**Wage Increases:** Salaries and benefits are the most significant cost in the City's operating budgets. The 2008 budget includes planned salaries and the anticipated growth in the city costs of employee insurance and other fringes, including annual increases in PERA employer pension contribution rates adopted by the 2005 State Legislature.

**City Council:** The adopted budget for 2008 is \$2,798,414. This reflects the move of City Clerk personnel and functions to City Council Offices. The 2008 adopted budget reflects an overall increase of \$482,357 or 20.8% over 2007. The 2008 adopted budget reflects increased spending to support the National Urban Fellow Program and salary costs for staff to provide centralized general support.

**City Clerk's Office (formerly Citizen Services):** The adopted general fund budget for the City Clerk's Office is \$0. This reflects the shift of this budget to the City Council offices as noted above.

**City Attorney:** The adopted general fund budget is \$6,015,776, a 4.2% increase from the 2007 Adopted budget. The budget transfers one position from general funding to the special fund, thus has a 1.0 FTE reduction from the 2007 Adopted budget. It also includes an increase in continuance for dismissal revenues. This increased revenue will provide the resources to offset the cost of integrating our criminal case management system with the Minnesota State Court Information System (MNCIS), which is a necessary cost of prosecution. Starting in 2009, the revenue raised through this increase will be available for general City use.

**Emergency Management:** The 2008 adopted budget recommends the establishment of a new executive department of Emergency Management. Previously, Emergency Management was part of the Fire Department's budget. The adopted general fund budget for Emergency Management is \$182,181, which is \$24,428 less than what was in Fire's 2007 adopted budget for emergency management. The primary reason for this decrease is that funding for a portion of a new Emergency Management FTE has been transferred to Fire's special fund.

**Financial Services:** The adopted budget for the Office of Financial Services in the general fund is \$2,002,716, which is an increase of \$70,634 from the 2007 adopted budget of \$1,932,082. The increase reflects the cost of inflation. Total staffing (FTEs) remains the same.

**Fire Department:** Fire's adopted general fund budget for 2008 is \$46,818,914, and is up \$2,013,515, or 4.5% from the 2007 adopted budget of \$44,805,399. The numbers for 2008 reflect the reorganization and creation of the Department of Safety and Inspection. As a result, Fire Prevention moves from the Fire department to the new department of Safety and Inspection. In addition, the Emergency Management function is no longer reflected as part of the Fire Department budget but instead as separate budget under Executive Administration. The adopted budget includes funding for 2008 recruit class, increased motor fuel costs, firefighter turnout gear, advanced rescue equipment, EMS equipment and medical supplies. It also includes spending authority to begin implementation of the Fire Strategic Plan. The budget includes a 10% increase in paramedic transport rates reflecting the expected average metro area level.

**General Government Accounts:** The adopted budget is \$7,002,410, an increase of \$2,165,276 (44.8%). Significant changes include an increase of \$246,030 for the general fund share of the Enterprise Technology Initiative, \$344,671 for ongoing and one-time spending on the Civic Organization Partnership Program (COPP) and \$643,781 for various contingency items.

**Human Resources:** The general fund budget for Human Resources for 2008 has been adopted at \$3,161,786, up \$91,164, or 3.0% from the 2007 budget of \$3,070,622. General Fund staff FTEs have decreased from 32.6 in 2007 to 31.3 in 2008.

**Human Rights:** The adopted budget totals \$574,414, an increase of \$41,549, or 7.8% from the 2007 adopted budget. The budget results in no changes to FTEs or service levels.

**Mayor's Office:** The Mayor's Office budget for 2008 is \$1,481,120, which is a 1.7% increase from the 2007 adopted budget of \$1,456,446. The adopted budget includes staff restructuring to better meet the needs of the office and the elimination of an additional position. It also recognizes funding of staff positions related to working on the Central Corridor.

**Parks:** The Parks and Recreation general fund budget is \$25,519,501, which is \$1,283,347 or 5.3% more than the 2007 adopted budget. The budget includes increased funding for the Oxford Aquatic/Jimmy Lee Recreation Center facility, as well as further reorganization in recreation services which continues to refocus resources away from buildings toward enhanced programs. The Parks FTE complement increases by 11.6, primarily due to the reopening of the Oxford Aquatic facility and shifting the ski program from a special fund to the general fund.

**Planning and Economic Development:** In 2004, the general fund was eliminated as a support source for the PED Operations fund, and in 2006, the remaining two general fund budget items were moved to other departments. For the most part, PED has no direct financial support from the general fund.

**Police Department:** The adopted general fund budget for the Police Department is \$71,425,110 for 2008, compared with \$68,019,378 for 2007. This is an increase of \$3,405,732, or 5.0%. The adopted budget allows for funding of regular salaries and fringes for 617 sworn personnel in 2008, which represent a gain of 14.0 FTE over 2007. The number of sworn positions budgeted in the general fund is 583.8, up from 569.2 in 2007, 540.6 in 2006 and 526 in 2005. The budget maintains the additional \$1,000,000 for overtime added in the 2006 budget to

ensure a fully staffed complement of sworn personnel. Other increases included in this budget are: roughly \$200,000 more for vehicle fuel, and \$400,000 in funding to lease 100 squad cars. These squad cars will be funded with STAR financing through the STAR City Capital project equipment program. An appropriate amount of savings reflecting turnover from senior- to entry-level officers due to normal retirement patterns will be recognized.

The Police budget also reflects the emergency communications center consolidation with Ramsey County, which was completed in 2007. Support staff for the computer-aided dispatch system is a part of the Office of Technology and Communications budget.

**Public Works Department:** The 2008 general fund budget adopted for Public Works is \$1,677,291, a 3.0% increase from the 2007 adopted budget of \$1,628,464, and maintains the same level of service and staffing.

**Department of Safety and Inspections:** The DSI general fund budget includes animal control, code enforcement, vacant building monitoring, information and complaint and fire inspections. The total adopted general fund budget for 2008 is \$5,136,146, a 1.5% increase over the 2007 adopted budget. Significant changes include shifting three positions in the Fire Inspection division to Fund 320. Spending increases for vacant building monitoring and nuisance abatement maintenance align budgets with recent actual spending trends. The increases are financed by expected assessments on the related properties.

**Office of Technology and Communications:** The adopted general fund budget is \$8,634,989, an increase of \$698,551 or 8.8% from the 2007 adopted budget of \$7,936,438. The increase is related to several factors including infrastructure repairs and upgrades to the City's network, salary adjustments for recruitment purposes and implementation of the recommendations of the Broadband Advisory Committee. The changes result in a net increase of 1.2 FTEs.

**The Independent Library Agency:** 2002 State legislation provided the authority to allow the Saint Paul Public Library to become an independent unit, separate from Saint Paul City

government. In 2003, the City Council adopted an ordinance creating the independent agency, effective for 2004. In accordance with the ordinance, the Independent Library Agency submitted its 2008 budget request to the Mayor, and the Mayor in turn presented the Library budget to the City Council. The Library Board and the City Council adopted the 2008 budget at \$20,292,351. The Library Agency is independent of the City, and, as such, the Library Agency budget is no longer a part of the City budget. The Library Agency publishes a separate budget book.

## **Budget Issues and Challenges**

### **Property Tax Base**

Saint Paul has a local property tax base that largely consists of residential properties—both owner-occupied and rental units. In total, 60% of the City's total local property tax levy (excluding fiscal disparities) 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, a quarter to a third of the city's property (depending on the measures used) has been exempted entirely from helping to pay the city property tax levy. More recently, inflation in home values, while a welcome sign of a healthy local economy, has pushed up the share of taxes falling on homeowners and renters (through their rent payments).

State policy decisions enacted in recent years have added to the shift in property tax burden toward city residents. Changes in the state property tax classification system in 2001 changed the weighting system that distributes the property tax burden among business, residential, and other types of property, pushing a larger proportion of the tax onto residents even as overall tax levies were reduced. The state limited market value (LMV) law, which was enacted in the 1990's in a (temporary) effort to shield homeowner tax bills from the effects of market value inflation, is now being phased out, adding a backlog of previously untaxed value to residents' tax bills. LMV is currently scheduled to be completely eliminated for taxes payable in 2010.

In 2008, two Tax Increment Finance (TIF) districts (Downtown Seventh Place and Energy Park) will be decertified and returned

to the City's property tax base. For taxes payable in 2009, TIF districts preliminarily valued at \$7.8 million of tax capacity will return to St. Paul's tax base. This additional tax base, much of it in commercial/industrial property, will somewhat ease the property tax burden on homeowners.

### **Pressure on Homeowners**

Growth in market values, state tax law changes, and tax decisions by the school district and county in recent years have put considerable pressure on Saint Paul residents' property tax bills, even though the City did not increase its own property tax levy between 1994 and 2005, with total levy increases of 3% in 2006 and 8.6% in 2007. In 2008 LMV phase out, unequal distribution of property value growth, and levy increases enacted by other jurisdictions will add to homeowners' and businesses' tax bills, independent of any other decisions by the City.

### **State Budget Instability and Unpredictability of LGA and Other Policies**

Local Government Aid is a significant revenue source for the City's general fund. This accounts for 33% of City 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. Although the City's 2007 aid amount increased slightly (.7%) over 2006, the new LGA formula has created instability and unpredictability in annual aid payments. For example, the 2007 certified LGA payment was \$1.5 million less than projected months earlier, and the 2008 certified LGA payment was just under \$1 million less than early projections.

State policymakers have an opportunity to create a more stable budget environment for the City and its residents. Enacting measures at the state level to ensure more balanced and predictable state revenues overall would reduce fluctuations in local aid appropriations and help make future local budget planning and service delivery more predictable for both citizens and City officials. Also, state authorization of broader local authority for deciding how to raise revenue and what to use it for would help to better insulate city services from state budget fluctuations, and allow for better local decision-making.

**Cost Pressures**

The costs the City bears as an employer (wages, benefits, workers' compensation, etc.) compete for service delivery dollars. The City must continue 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. The largest General Fund expense is employee wages and benefits – 81% of all General Fund spending is for personnel costs. Negotiated cost of living increases and health and retirement benefit increases added over \$3.5 million to the 2008 General Fund budget.

**Maintaining Adequate Financial Reserves**

Since 1994, the City has allocated resources from its general fund balance to finance a share of the annual operating budget as a means to avoid the need for an increase in the property tax levy. This has been a planned management strategy to hold down property taxes and bring the city property tax burden back into line with surrounding communities, and it has been successful. Saint Paul's property tax ranking among metro cities dropped from first in 1991 to as low as 73<sup>rd</sup> in the most recent survey.

This practice has also resulted in a gradual reduction of the General Fund balance from its peak of \$49.4 million in 1998 to approximately \$30.27 million at the end of 2006. The relatively gradual drop in fund balance over time, despite annually appropriating money from it, was the product of conservative revenue forecasting and holding actual spending somewhat under the budgeted amount in most departments in most years. In 2006, the City enacted a fund balance policy mandating that the General Fund's balance be at least 15% of combined General Fund and Library operating spending. The 2006 year-end level of reserves represents 15.4% of these planned 2008 expenditures. No General Fund balance is planned to be spent in the 2008 adopted budget.

# General Fund Budget

General Fund Balances (Revenues & Sources and Expenditures & Uses of Funds)					
	2004 Actual	2005 Actual	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Beginning Balances	37,844,899	33,840,384	27,254,757	30,272,574	30,272,574
Revenues and Sources					
Transfers In	10,101,003	13,381,951	19,692,272	18,055,634	17,730,693
Property Taxes	39,235,087	42,990,712	46,014,519	45,464,320	54,135,201
Other Taxes	838,565	823,080	844,984	1,246,700	2,918,760
Licenses and Permits	872,106	876,144	925,299	982,443	928,200
Intergovernmental	65,260,620	57,473,669	63,746,052	63,542,411	63,525,444
Fees, Sales and Services	12,922,433	14,475,067	14,903,307	16,807,077	16,012,612
Franchise Fees	17,983,409	18,559,769	18,524,266	21,318,043	22,251,500
Interest Earned:					
On Investments	3,537,138	3,273,640	3,381,982	3,240,719	3,520,500
On Securities Lending Transactions - (a)	1,775,821	4,157,792	6,821,378	0	0
Inc (Dec) in Fair Market Value of Investments	(819,998)	(1,043,290)	17,905	0	0
Miscellaneous	1,173,740	1,397,396	1,056,559	1,250,822	1,407,858
Total	152,879,924	156,365,930	175,928,523	171,908,169	182,430,768
Expenditures and Uses (b)					
Attorney	5,063,378	5,318,128	5,616,443	5,772,924	6,015,776
City Clerk (c)	1,039,178	695,279	534,010	302,402	0
Council	2,217,733	2,193,535	2,355,730	2,316,057	2,798,414
Emergency Management		0	0		182,181
Fire and Safety Services (c)	40,330,000	41,948,414	44,724,660	44,805,399	46,818,914
General Government Accounts - Miscellaneous	8,324,821	10,655,068	11,929,660	4,837,134	7,002,410
Libraries	0	0	0	0	0
Executive Administration (d)	7,214,764	7,376,299	7,412,110	6,992,015	7,220,036
Neighborhood Housing and Property Improvement (c)	2,791,828	3,037,237	4,185,299	0	0
Parks & Recreation	22,443,561	23,085,748	24,172,293	24,236,154	25,519,501
Planning and Economic Development	84,358	86,073	0	0	0
Police	57,257,577	60,931,291	64,722,404	68,019,378	71,425,110
Public Works	5,003,457	2,103,283	1,537,719	1,628,464	1,677,291
Safety and Inspection (c)	0	0	0	5,061,804	5,136,146
Technology	5,113,783	5,521,203	7,133,635	7,936,438	8,634,989
Fringe Benefits	0	0	0	0	0
Interest on Securities Lending Transactions - (a)	0	0	0	0	0
Total (e)	156,884,438	162,951,558	174,323,963	171,908,169	182,430,768
Ending Balance					
Reserved	4,340,815	4,187,181	3,267,812	5,100,000	5,100,000
Designated	29,109,596	23,035,751	27,004,762	21,325,000	23,170,000
Undesignated	389,974	31,825		3,847,574	2,002,574
Total (f)	33,840,385	27,254,757	30,272,574	30,272,574	30,272,574

- a) The 2007 adopted financing and spending budgets for Securities Lending Transactions will be amended when the actual amounts are known and available.
- b) For 2004 - 2006, no adjustments have been made to the historic expenditures and uses data to reflect any movement of organizational units among and between departments.
- c) In 2007, the Information and Complaint component of City Clerk, License, Inspection, and Environmental Protection (LIEP) and Neighborhood Housing and Property Improvement (NHPI) will be merged with the Fire Department's Fire Inspection unit as the new Department of Safety and Inspection (DSI).
- d) Executive Administration includes: Financial Services, Human Resources, Human Rights, and the Mayor's Office.
- e) The 2007 and 2008 Budget columns on this page do not include "Advances to Other Funds" and "Petty Cash Advances."
- f) Based on the 2004 - 2006 experience, the actual ending total balance for 2007 - 2008 will be greater than the listed budget ending total balance.

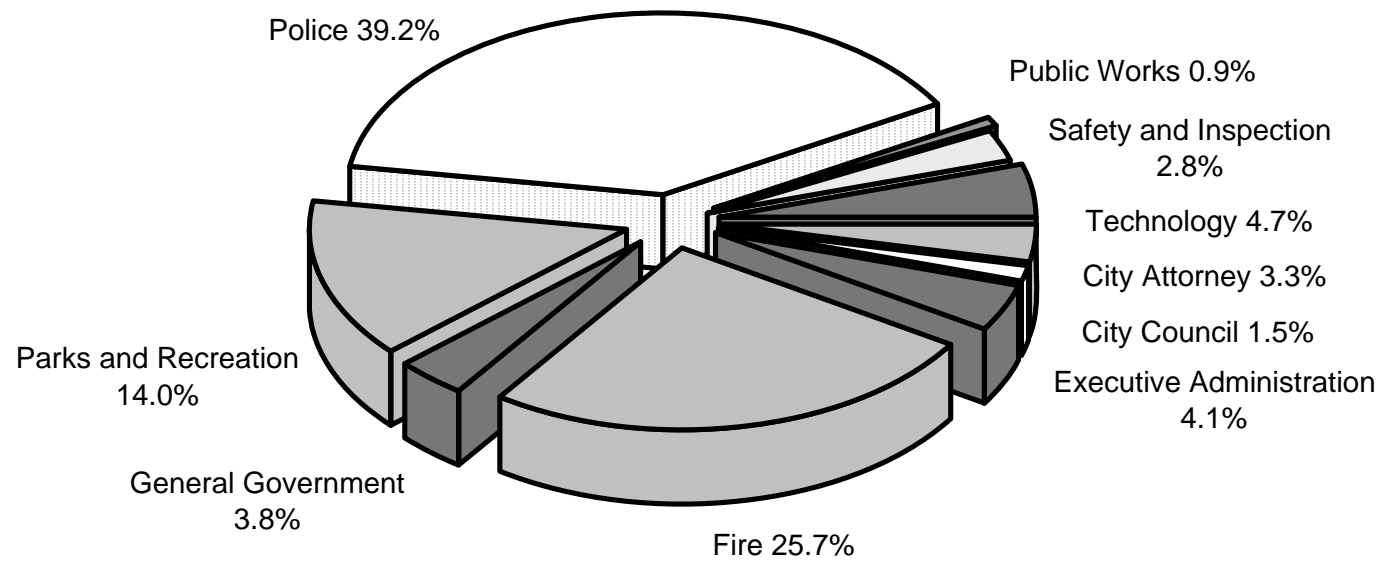
## General Fund Budget

General Fund Spending (By Department)			
Department/Office	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Attorney	5,616,443	5,772,924	6,015,776
City Clerk (a)	534,010	302,402	
Council	2,355,730	2,316,057	2,798,414
Emergency Management			182,181
Financial Services	2,607,222	1,932,082	2,002,716
Fire and Safety Services (a)	44,724,660	44,805,399	46,818,914
General Government Accounts	11,929,660	4,837,134	7,002,410
Human Resources	2,979,306	3,070,622	3,161,786
Human Rights	534,732	532,865	574,414
Independent Library Agency (budget is published separately)			
License, Inspection, and Environmental Protection (a)	0		
Mayor	1,290,850	1,456,446	1,481,120
Neighborhood Housing and Property Improvement (a)	4,185,299		
Parks and Recreation	24,172,293	24,236,154	25,519,501
Planning and Economic Development	0		
Police	64,722,404	68,019,378	71,425,110
Public Works	1,537,719	1,628,464	1,677,291
Safety and Inspection (a)	0	5,061,804	5,136,146
Technology	7,133,635	7,936,438	8,634,989
<b>Total</b>	<b>174,323,963</b>	<b>171,908,169</b>	<b>182,430,768</b>

- a) In 2007, the Information and Complaint component of City Clerk, License, Inspection, and Environmental Protection (LIEP) and Neighborhood Housing and Property Improvement (NHPI) will be merged with the Fire Department's Fire Inspection unit as the new Department of Safety and Inspection (DSI). For 2008, the City Clerk will merge into the City Council.

# General Fund Budget

## 2008 Adopted Spending by Department



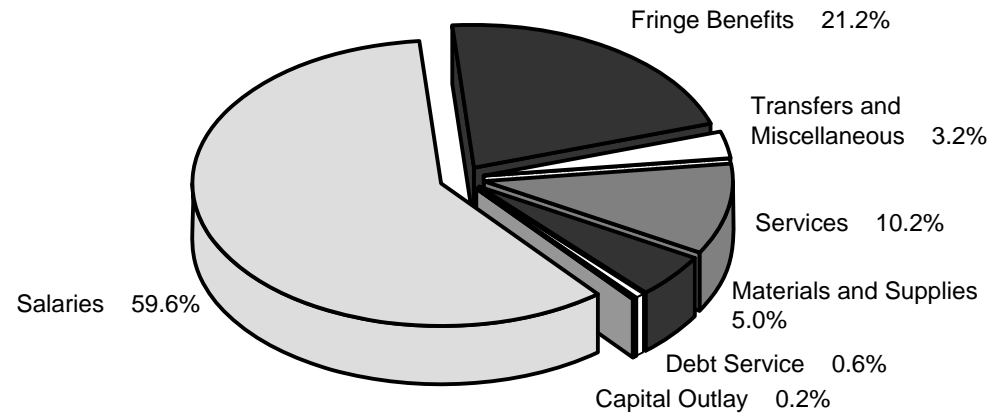
# General Fund Budget

General Fund Spending (By Major Object)			
Object	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Salaries	101,788,836	103,771,318	108,726,695
Services	14,783,351	16,843,778	18,509,449
Materials and Supplies	8,841,086	8,475,072	9,193,584
Fringe Benefits	34,883,478	37,181,002	38,733,643
Transfers and Miscellaneous	5,496,204	3,684,126	5,844,097
Debt Service	7,767,477	1,055,618	1,055,618
Street, Sewer, Bridge Improvement	0	5,329	5,329
Capital Outlay	763,531	891,926	362,353
Total	174,323,963	171,908,169	182,430,768

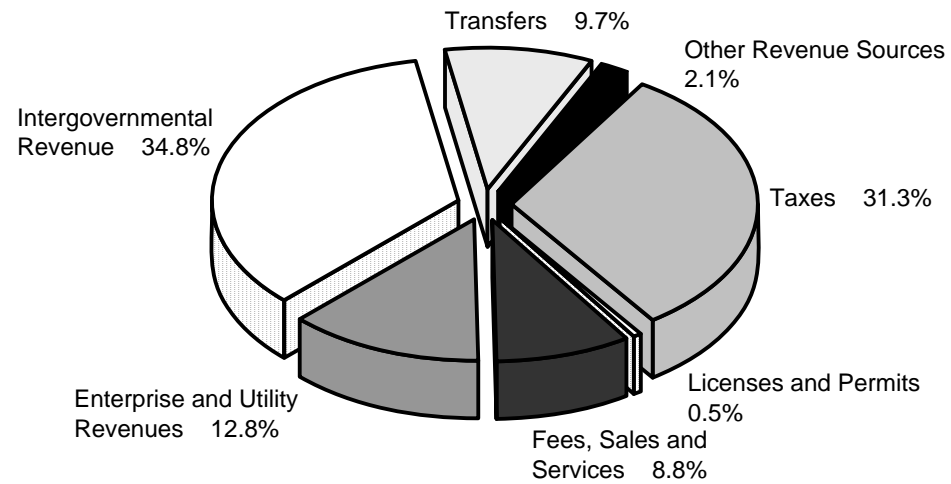
General Fund Financing (Revenue By Source)			
Source	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Use of or (Contribution to) Fund Balance	(3,017,817)	0	0
Transfers	19,692,272	18,055,634	17,730,693
Taxes	46,859,503	46,711,020	57,053,961
Licenses and Permits	925,299	982,443	928,200
Intergovernmental Revenue	63,746,052	63,542,411	63,525,444
Fees, Sales and Services	14,903,307	16,807,077	16,012,612
Enterprise and Utility Revenues	18,524,266	22,127,308	23,270,386
Other Revenue Sources	11,277,824	3,682,276	3,909,472
Total	172,910,706	171,908,169	182,430,768

## General Fund Budget

### 2008 Adopted Spending By Major Object



### 2008 Adopted Revenue By Source





**Special Funds**

## Special Funds

### 2008 Proposed Budget

#### Highlights:

The City has 54 special funds totaling \$298 million in budgeted spending. This excludes Regional Water Services, St. Paul Public Library Agency, and RiverCentre funds, which are submitted as separate budgets. The adopted special fund budget includes \$50 million in one-time spending and financing for the Republican National Convention in Fund #080. Other major changes are indicated below:

**City Attorney Outside Services (Fund #025):** This fund has an increase of 2.0 FTE for 2008. By charging Safety and Inspection, for housing court prosecutions and civil legal advice in the code enforcement and problem property areas, the CAO's budget will have less reliance on the general fund. These charges will pay for both one attorney and one legal assistant.

**Property Code Enforcement (Fund #040):** This fund includes the activities of Truth-In-Sale of Housing, nuisance housing abatement and part of the fire certificate of occupancy program for one and two unit rentals. Three fire aides are added to the proposed budget, financed by increased certificate of occupancy revenues.

**Special Projects: General Government Accounts (Fund #050):** The fund has many functions. One allows for the transfers of approximately \$5 million of central service costs from department special funds to the General Fund. The approach for determining the costs to be allocated will change in 2008 – moving from a two year delay to a more current budget based concept.

**Risk Management Retention Fund (Fund #060):** This fund was created during the 2005 budget process to account for workers' compensation costs and to identify and charge workers' compensation expenses to department budgets. It also includes other risk-related activities. 2008 Spending for this fund is down 6% over the 2007 Adopted Budget due to revised estimates of property insurance costs.

**Major Events (Fund #080):** The Major Events fund was created in 2007 to account for spending and financing related to major events, including the 2008 Republican National Convention. The 2008 budget includes the expected \$50 million federal security grant.

**Information Services (Fund #164):** The adopted budget contains two significant changes. First, repayments to the general fund for the Human Resources/Payroll/Benefits Administration (HRPRBA) project have been completed. Second, a new Enterprise Technology Initiative activity has been established. Revenue for this activity is collected from all funds and is used for enterprise-wide technology improvements. The 2008 adopted budget for Fund #164 is \$495,329. It includes \$191,598 for initial work on establishing an integrated finance, payroll and human resources system, and \$303,731 for a city-wide file and email archive system.

**Cable Communications (Fund #166):** The City receives a franchise fee from the cable operator, which is based on five percent of the cable company's gross revenues. Although overall subscriber numbers continue to slowly decline, the current revenue projection shows an increase based on increased costs to subscribers from the local cable operator. The adopted budget includes an increase in the regular general fund transfer of \$313,953.

**Right of Way Maintenance Fund (Fund #225):** This fund manages and supports the right-of-way assessment function by processing public improvement assessments as well as annual operations and maintenance service charges. The 2008 budget includes an increase of 13% for non-downtown properties and 16% for downtown properties in the right-of-way assessments. This increase provides additional revenue to help withstand increased spending due to inflation factors, and supports tree boulevard maintenance and a portion of sidewalk maintenance at a base level and provides additional funding for neighborhood cleanup. In addition to

expenses, the fee increases will help move toward the goal of structural balance in this fund by 2010.

**Parking Meter Collection and Fines (Fund #230):** This fund is responsible for the collection and accounting of all meter and fine revenues. Transfers from this fund are made to the Police Department's special fund for Surface Parking Enforcement and to the City's General Fund.

**Solid Waste & Recycling (Fund #232):** This fund's proposed budget includes a fund balance transfer of \$275,000 to the General Fund.

**Traffic, Signal & Lighting Maintenance (Fund #240):** Modifying, installing and repairing damage to traffic signal, street lighting and signing systems is the main focus of this fund.

**Sewer Service Enterprise (Fund #260):** Three-fourths of the spending for this fund is determined by Metropolitan Council Environmental Services (MCES) charges and debt service for construction programs under federal and state mandates. The long-term financing program for residential upgrades of sanitary sewer connections continues for 2008. This fund includes the continued repayment of water pollution abatement bonds financed by the general obligation debt service fund in the 1970s and 1980s and is increased by \$632,000 for 2008. Additionally, the proposed budget includes increases in Storm Sewer System Charges (10%) and Sanitary Sewer Rates (5%) to offset increasing costs.

**License and Permit Special Fund (Fund #320):** This fund accounts for revenue received from business licenses, building permits, plan examination and other fees related to ensuring public safety by monitoring business and construction activity. The proposed budget includes a significant fee increase on building permits and a 5% increase on license fees that is expected to generate \$970,000 in 2008. The fund also absorbs six positions from the general fund.

**Parks and Recreation Special Services (Fund #325):** This fund includes the operations of park pavilions, refreshment stands, four golf courses including debt service on bonds associated with Highland 18 golf course, and special events. Spending is proposed to decrease by \$1,436,831 due to shifting the ski program to the

general fund, shifting the showmobile operations to the Parks Operations fund and reducing the size of the overall golf program to align with expected revenues.

**Police Services (Fund #400):** This fund was created to track the receipt and use of the Police Public Employee Retirement Association (PERA) pension assets returned to the City under 1999 State legislation. The 2008 budget reflects year nine of a ten-year plan. Costs related to direct police services, including police officer compensation, are planned for in the 2008 budget.

**Police Impounding Lot (Fund #435):** This fund tracks the fiscal experience related to the towing and reclaiming of all towed or abandoned vehicles left on city streets. Some vehicles are sold at auction and some are reclaimed by their owners once the owner pays the appropriate fine.

**Police Emergency Communications Center (Fund #411):** This fund reflects costs for City staff working in the merged emergency communications center with Ramsey County. The County will reimburse the City and is responsible for the portion of the tax levy that covers these expenses.

**Police Special Projects (Fund #436):** This proposed budget reflects increased spending associated with several new or expanded grants.

**Firefighting Equipment Trust (Fund #735):** Financial activity has declined in this fund. Spending for fire apparatus is now financed under the provisions of the City's sales tax law, and are carried in the new STAR City Capital Project. Expenditures for 2008 within this fund anticipate the use of remaining funds still available as well as the allocation for 2008. Any remaining balance in this fund is planned to be used for firefighting equipment in 2008.

**CPL Operating (Fund #802):** Proposed spending for 2008 increases by \$434,367 for a total of \$3,749,679. This fund collects assessment revenues and passes them on to various other funds which use assessment financing.

Parks and Recreation Grants (Fund #860): This fund accounts for intergovernmental grants and aids received from federal, state and local agencies. Proposed funding increases by \$699,112 due to a large state grant that funds the Youth Job Corps program and increased state aid for regional parks operations & maintenance.

## Special Fund Budgets

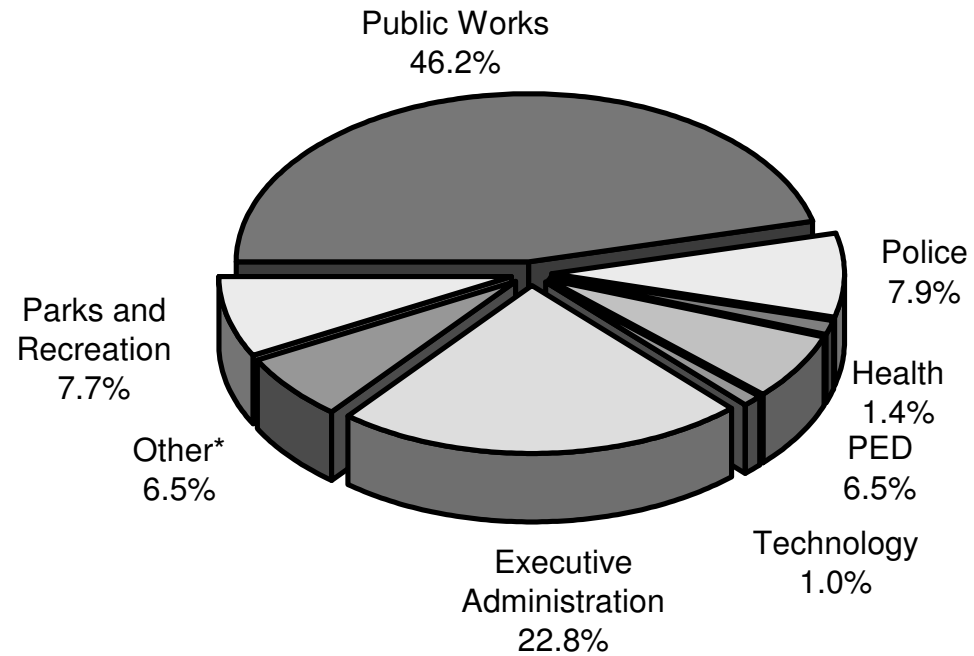
Special Fund Spending (By Department)			
Department	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Attorney	1,037,510	973,054	1,104,652
Council	79,809	76,015	81,044
Financial Services Office	15,898,000	14,857,447	65,105,265
Fire and Safety Services (a)	7,806,023	5,554,486	4,054,909
StP-RC Health	3,707,070	4,131,922	4,236,131
Human Resources	1,797,821	2,497,500	2,348,000
Human Rights	70,217	65,066	50,688
License, Inspection, and Environmental Protection (a)	11,138,711	0	0
Mayor's Office	323,649	769,646	536,455
Neighborhood Housing & Property Improvement (a)	723,253	0	0
Parks and Recreation	19,544,835	21,893,252	22,967,998
Planning and Economic Development	18,156,091	18,901,013	19,314,585
Police	11,511,141	12,893,574	23,556,515
Public Works	112,853,064	123,217,975	137,544,762
Safety and Inspection (a)	0	12,216,043	14,140,361
Office of Technology	<u>3,438,169</u>	<u>3,234,568</u>	<u>2,970,866</u>
Total	208,085,363	221,281,561	298,012,231

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.

a) In 2007, the Information and Complaint component of City Clerk; the Office of License, Inspection, and Environmental Protection (LIEP); and Neighborhood Housing and Property Improvement (NHPI) was merged with the Fire Department's Fire Inspection unit as the new Department of Safety and Inspections (DSI).

# Special Fund Budgets

2008 Adopted Budget



\* Other includes City Attorney, City Council, Safety and Inspection, and Fire.

## Special Fund Budgets

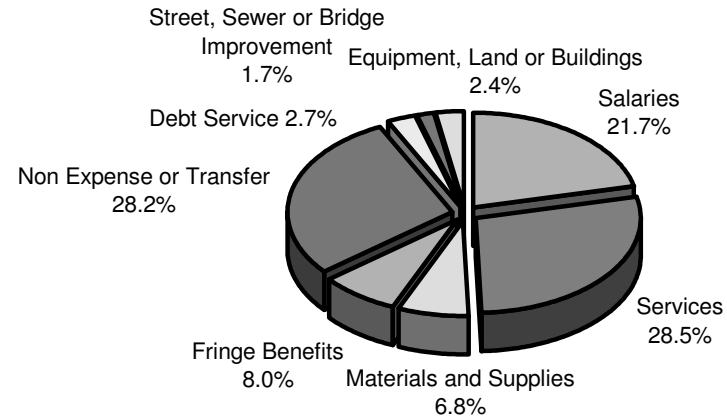
Special Fund Spending (By Major Object)			
Object	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Salaries	49,587,571	56,781,315	63,803,110
Services	29,153,910	31,293,580	83,823,446
Materials and Supplies	19,108,186	17,661,376	20,138,127
Fringe Benefits	18,906,178	20,424,239	23,556,860
Transfers and Miscellaneous	69,524,768	74,771,052	85,167,222
Debt Service	10,708,000	10,158,722	7,926,181
Street, Sewer or Bridge Improvement	3,199,746	4,270,655	4,855,864
Capital Outlay	<u>7,897,004</u>	<u>5,920,622</u>	<u>8,741,421</u>
Total	208,085,363	221,281,561	298,012,231

Special Fund Financing (Revenue By Source)			
Source	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Use of Fund Balance	0	14,956,514	17,176,470
Transfers	15,316,355	12,886,937	14,187,515
Hotel and Motel Taxes	1,912,529	1,755,350	1,791,505
License and Permits	10,028,438	10,538,746	11,767,602
Intergovernmental Revenue	23,738,131	26,023,092	78,175,488
Fees, Sales and Services	95,278,415	102,343,691	113,144,636
Enterprise and Franchise Revenue	9,200,332	12,581,032	11,970,540
Assessments and Other Revenue Sources	<u>39,555,624</u>	<u>40,196,199</u>	<u>49,798,475</u>
Total	195,029,824	221,281,561	298,012,231

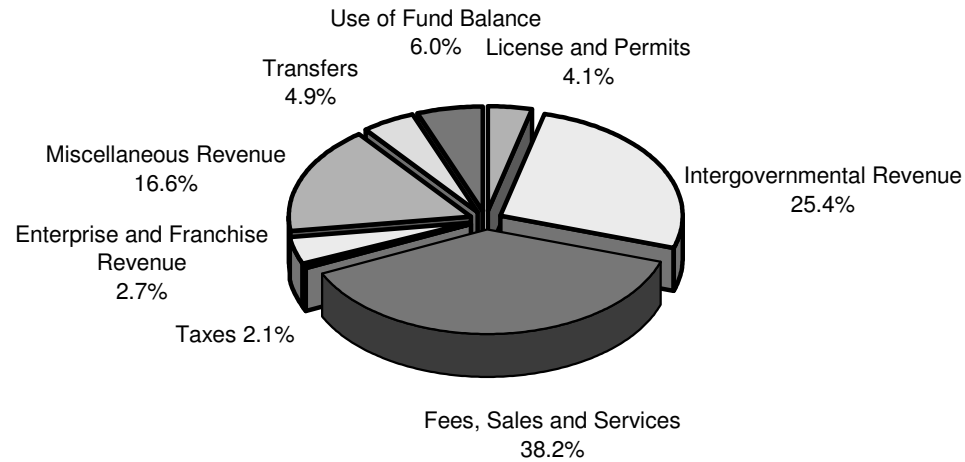
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# Special Fund Budgets

## 2008 Spending By Major Object



## 2008 Revenue By Source



**Debt Service**

## General Obligation Debt Service Funds Budget

Debt Service Spending (By Major Object)			
Object	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Salaries	92,398	143,536	146,581
Services	33,150	82,618	77,494
Fringe Benefits	29,087	44,811	46,690
Other	2,696,153	286,793	297,360
Debt Service	35,132,438	55,324,771	55,977,991
Equipment, Land, and Buildings	0	0	0
Total	37,983,226	55,882,529	56,546,116

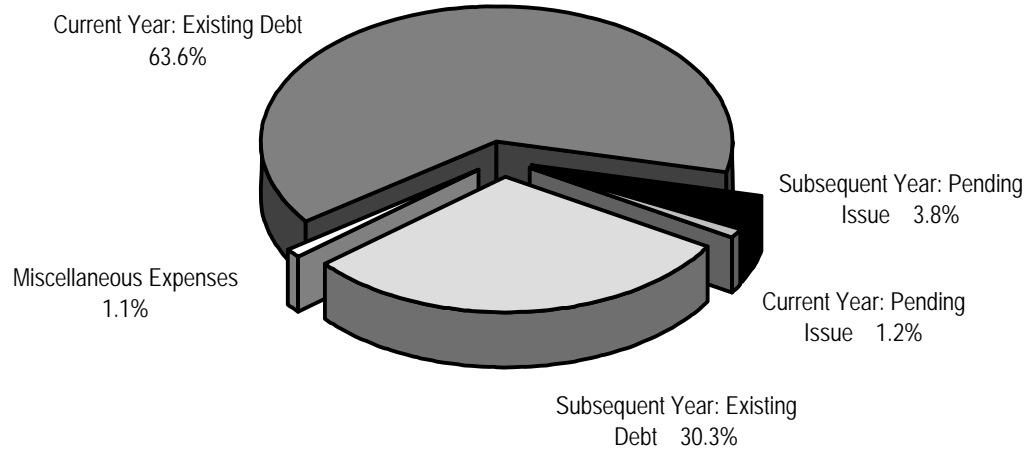
Debt Service Financing (Revenue By Source)			
Source	2006 Actual	2007 Adopted Budget	2008 Adopted Budget
Use of (Contribution to) Fund Balance	4,148,564	23,270,758	22,364,823
Transfers	13,995,666	12,458,526	14,482,304
Taxes	6,245,085	8,739,582	7,808,699
Licenses and Permits	0	0	0
Intergovernmental Revenue	331,181	479,244	304,484
Fees, Sales and Services	0	0	0
Enterprise and Utility Revenue	1,256,760	0	0
Other Revenue Sources	12,005,970	10,934,419	11,585,806
Total	37,983,226	55,882,529	56,546,116

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.

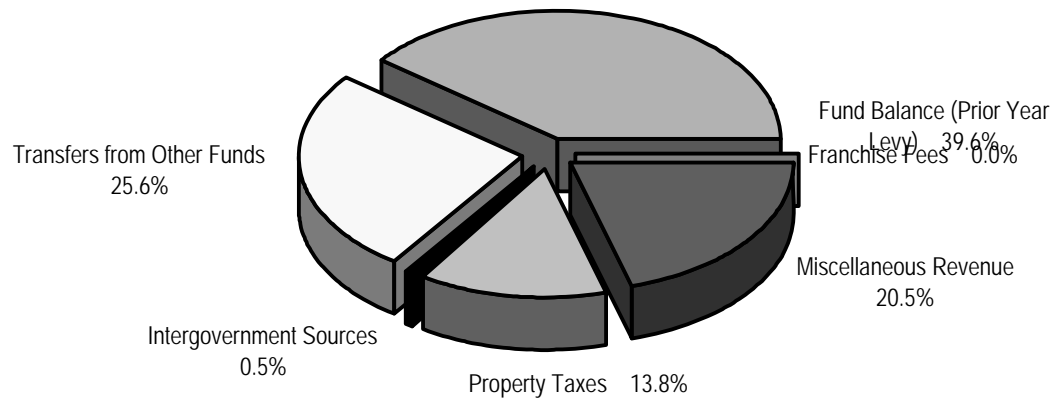
The total 2008 debt service budget is \$56,546,116. \$37,274,093 is for debt service obligations in 2008 (the budget year), and \$19,272,023 is debt service obligations in the first half of 2009 (the subsequent year).

# General Obligation Debt Service Funds Budget

## 2008 Spending by Major Category



## 2008 Financing by Major Source



## General Obligation Debt

Allocation of Revenue to Type of Debt as of December 31, 2006								
	Property Tax Levy	Water and Sewer Charges	Assessments	Tax Increments	Parking Revenue	Other Sources	Self Supporting Total	Total
Capital Improvements	99,440,000						-	99,440,000
Library Bonds	12,280,000						-	12,280,000
Street Improvements	9,375,000		24,160,000				24,160,000	33,535,000
Tax Increment:								
Riverfront Development				6,760,000			6,760,000	6,760,000
Midway Marketplace				4,780,000			4,780,000	4,780,000
Block 39 Project				13,450,000	21,255,000		34,705,000	34,705,000
Koch Mobil				3,950,000			3,950,000	3,950,000
Water Pollution Abatement							-	-
Sewer Bonds		3,275,000					3,275,000	3,275,000
Sewer Loan (PFA *)		14,911,309					14,911,309	14,911,309
Water Loan (PFA*)		2,542,651					2,542,651	2,542,651
TOTAL	121,095,000	20,728,960	24,160,000	28,940,000	21,255,000	0	95,083,960	216,178,960
Percent of Total	56.0%	9.6%	11.2%	13.4%	9.8%	0.0%	44.0%	100.0%

\* PFA is the Public Facilities Authority.

## General Obligation Debt Service

*To prepare financing plans and pay the annual principal and interest on the City's general obligation debt.*

## About the Debt Service Fund

### What We Do (Description of Services)

- Sell City debt instruments at the lowest borrowing cost.
- Ensure that principal and interest on City's debt is paid accurately and on time.
- Identify and implement various debt financing alternatives for the City of Saint Paul.
- Invest City funds and manage the City's portfolio to insure safety, while maintaining a competitive yield and liquidity.
- Work with Ramsey County and Saint Paul Public Schools to manage the overall debt on the City of Saint Paul, Ramsey County and Saint Paul Public Schools' tax base.

#### Statistical Profile

- City Bond Ratings: AAA (Standard & Poor's)  
Aa2, (Moody's).
- Debt Burden: 2.0% of market value.
- Payout of Principal: 10 Years: 82%; 20 Years: 100%

### 2006-2007 Accomplishments

- Developed balanced operating, capital and debt budgets for 2006 and 2007.
- Maintained the City's AAA (Standard & Poor's) and Aa2 (Moody's) bond ratings.
- Successfully sold 2006 and 2007 General Obligation Capital Improvement and Street Improvement Special Assessment Bonds. 2006 bonds were sold at the historically lowest rate of 3.78% (CIB) and 4.21% (Street Improvement). 2007 bonds were sold at 3.82% (CIB) and 4.22% (Street Improvement).
- Reset interest rates on the RiverCentre Equipment and City Hall Annex leases to provide savings of \$166,515.
- Refunded the Water Revenue Bonds, Series 1997C and Water Revenue Bonds, Series 2000C (savings are \$665,851 over the life of the bonds).
- Terminated the City's first ever variable-to-fixed interest rate swap to provide savings of \$3,804,000 (net \$3,750,000).

## Key Performance Measures

**Performance Objective:** Preserve the City's AAA and Aa2 bond ratings by promoting prudent financial, spending and reserve policies

**Performance Indicator:** Bond rating outcomes

MEASURES:	2005 Actual	2006 Actual	2007 Actual	2008 Projected
Moody's	Aa2	Aa2	Aa2	Aa2
Standard and Poor's	AAA	AAA	AAA	AAA

**Performance Objective:** Observe prudent budget and financial management policies to maintain fund balance within an acceptable range

**Performance Indicator:** Fund balance as a percent of the next year's General Fund expenditures -- planned in the adopted budget and actual at year-end

MEASURES:	2005 Actual	2006 Actual	2007 Actual	2008 Projected
Budget	20.2%	15.1%	16.2%	15.5%
Actual	21.37%	15.44	16.3	

**Performance Objective:** Ensure the integrity of citywide financial practices

**Performance Indicator:** Receive an unqualified opinion from the State Auditor, which means that there are no significant audit findings

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Unqualified state auditor opinion	Yes	Yes	Yes	Yes

**Performance Objective:** Maximize returns on the city's portfolio, subject to the city's investment policy

**Performance Indicator:** Effective yield on City cash portfolio

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Benchmark	4.00	4.50	5.25	4.60
Actual	4.61	4.46	5.05	--

## 2008 Budget Plan

### 2008 Priorities

- Maintain or improve the City's Aa2 (Moody's) and AAA (Standard & Poor's) ratings assigned to the City's general obligation debt.
- Strengthen the organizational understanding of the best uses of the general obligation bonding authority.
- Provide alternate debt financing plans through recommendations for both current and future bond issues. Alternatives to the use of tax levy as financing for general obligation debt of the City will continue to be explored and recommended where prudent.
- Review proposals in search of the solutions that serve the City in the long term, ever mindful of the short-term needs.
- Maintain a multi year debt model to provide a long term analysis of future bond issues, some capital projects and financing alternatives.
- File continuing disclosure requirements electronically through use of Central Post Office.
- Work to establish a policy addressing levels of fund balance and use of fund balance as a budget financing source.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes expected growth related to the bargaining process in employee salaries and fringes. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

- The 2008 proposed spending in the General Debt Service Fund (Fund 960) is \$36,665,342, a decrease of \$991,042 compared to 2007. The 2008 budget proposes issuing \$9,000,000 of Capital Improvement Bonds (assume 5% interest cost), \$10,585,000 of Public Safety Bonds (assume 4.9% interest cost) and lease \$3,600,000 Jimmy Lee Recreation Center (assume 5.16% interest cost). The \$8,000,000 reduction of CIB bonding since 2006 compared to 2005 and previous years is a result of moving

the RSVP portion of the bond sale to the General Obligation Special Assessment Debt Service Fund (Fund 963). Additional \$2,000,000 reduction reflects issuance of future bonds or annual appropriation lease to finance Western District Police building and a lease financing Jimmy Lee Recreation Center.

Changes in financing sources: a portion of terminated swap proceeds of \$2,350,000 is used as a finance source; property taxes financing is reduced by \$576,800; other financing sources did not change significantly.

- The budget for the City Revenue Bonds Long-term Debt Fund (Fund 961) is \$7,670,731, up \$940 from 2007. This fund is financed with facility lease payments and Minnesota Wild hockey team revenues (payments in lieu of taxes). These bonds are secured by sales tax revenues and team payments. The \$940 increase reflects changes in debt service due on the arena bonds.
- The budget for the General Obligation Special Assessment Debt Service (Fund 963) is \$10,247,277, up \$707,263 in 2008 compared to 2007. It reflects an increase of the outstanding principal of the bonds.
- The budget for the City Revenue Note Debt (Fund 967) is \$567,538 and provides funds for: People Connection, which is funded by contributions from the Convention & Visitors Bureau, the RiverCentre Authority and hotel tax receipts; and a police vehicle lease, funded by the General Fund.
- For General Debt Service and GO Special Assessment Debt, the budget includes appropriations for both the amount needed to meet the debt service obligations in the budget year (2008), and an amount needed to meet the obligations of the first half of the following year (the subsequent year 2009). So, the amount in the budget exceeds the amount spent in the budget year. This budgeted amount for the subsequent year is not spent in the budget year, and remains in fund balance at year-end 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 by ensuring enough cash is available to make the required debt service payments before receiving its major cash infusions each year.

**2008 Budget Explanation (continued)**

**Council Actions**

The City Council adopted the Debt Service budget and recommendations as proposed by the Mayor, and approved the following changes:

- Accepted technical changes due to assumption adjustments for pending bond sales, including changes to principal and interest payments, subsequent year, and lease payments.
- Accepted a technical change which postpones one debt payment totaling \$440,966 due to a delay in the expected sale of Public Safety bonds.
- Accepted a technical change that authorizes a new squad car lease agreement totaling \$400,000.
- Accepted a technical change recognizing a \$1.695 million debt payment for 2007 sales tax bonds, financed by sales tax proceeds.
- Adjusted the mix of financing for debt service including using \$328,843 of one-time financing from prior year CIB balances, \$271,984 of fund balance, \$73,500 from the Right of Way Maintenance fund; shifting \$428,843 in property tax financing to the general fund; eliminating a \$300,000 transfer from the HRA and reducing interest earnings revenue by \$71,375.
- Added \$46,292 for additional lease payments associated with the conversion of an additional \$3.2 million of costs related to Jimmy Lee Recreation/Oxford Aquatic Center to lease financing.

The 2008 adopted budget is \$56,546,116 and includes 2.1 FTEs.



# **Spending Reports**

## Debt Service

Department/Office Director: **MATTHEW G SMITH**

		2005	2006	2007	2008	2008	Change from	
		2nd Prior	Last Year	Adopted	Mayor's	Council	Mayor's	2007
		Exp. & Enc.	Exp. & Enc.		Proposed	Adopted	Proposed	Adopted
<b><u>Spending By Unit</u></b>								
960	GENERAL DEBT SERVICE FUND	22,775,932	23,532,369	37,656,384	36,665,342	35,897,071	-768,271	-1,759,313
961	CITY REV BONDS, LONG TERM DEBT	10,108,220	11,745,604	7,669,791	7,670,731	9,366,304	1,695,573	1,696,513
963	G.O. SPEC ASSM DEBT SERV FUND	3,271,962	3,514,041	9,540,014	10,247,277	10,315,203	67,926	775,189
967	CITY REVENUE NOTES DEBT SERVICE	1,351,982	1,411,131	1,016,340	567,538	967,538	400,000	-48,802
Total Spending by Unit		<b>37,508,097</b>	<b>40,203,144</b>	<b>55,882,529</b>	<b>55,150,888</b>	<b>56,546,116</b>	<b>1,395,228</b>	<b>663,587</b>
<b><u>Spending By Major Object</u></b>								
SALARIES		73,575	92,398	143,536	146,581	146,581		3,045
SERVICES		22,614	33,150	82,618	77,494	77,494		-5,124
MATERIALS AND SUPPLIES		7,034	3,514	6,793	17,360	17,360		10,567
EMPLOYER FRINGE BENEFITS		21,382	29,087	44,811	46,690	46,690		1,879
MISC TRANSFER CONTINGENCY ETC		1,595,797	2,680,766	280,000	280,000	280,000		
DEBT		34,021,052	35,144,311	55,324,771	54,582,763	55,977,991	1,395,228	653,220
STREET SEWER BRIDGE ETC IMPROVEMENT		1,766,642	2,219,919					
EQUIPMENT LAND AND BUILDINGS								
Total Spending by Object		<b>37,508,097</b>	<b>40,203,144</b>	<b>55,882,529</b>	<b>55,150,888</b>	<b>56,546,116</b>	<b>1,395,228</b>	<b>663,587</b>
Percent Change from Previous Year			<b>7.2%</b>	<b>39.0%</b>	<b>-1.3%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>1.2%</b>
<b><u>Financing By Major Object</u></b>								
GENERAL FUND								
SPECIAL FUND								
TAXES		7,237,457	7,501,845	8,739,582	8,221,247	7,808,699		-930,883
LICENSES AND PERMITS								
INTERGOVERNMENTAL REVENUE		396,753	331,181	479,244	320,779	304,484		-174,760
FEES, SALES AND SERVICES		5,000	7,500					
ENTERPRISE AND UTILITY REVENUES								
MISCELLANEOUS REVENUE		10,853,521	11,968,469	10,934,419	11,657,182	11,585,806		651,387
TRANSFERS		18,620,179	16,215,585	12,458,526	12,284,388	14,482,304		2,023,778
FUND BALANCES				23,270,758	22,667,292	22,364,823		-905,935
Total Financing by Object		<b>37,112,910</b>	<b>36,024,580</b>	<b>55,882,529</b>	<b>55,150,888</b>	<b>56,546,116</b>	<b>1,395,228</b>	<b>663,587</b>
Percent Change from Previous Year			<b>-2.9%</b>	<b>55.1%</b>	<b>-1.3%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>1.2%</b>

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **960 GENERAL DEBT SERVICE FUND**Department: **19 DEBT SERVICE**

Fund Purpose:

Fund Manager: RONALD G KLINE

Department Director: MATTHEW G SMITH

TO PROVIDE FOR DEBT SERVICE OF G.O. BONDS NOT ACCOUNTED FOR IN OTHER FUNDS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008	Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	2007 FTE/Amount	
<b>by Type of Expenditure</b>													
SALARIES	73,575	92,398	143,536	146,581	3,045	2.1%							
SERVICES	22,614	33,150	82,618	77,494	-5,124	-6.2%							
MATERIALS AND SUPPLIES	7,034	3,514	6,793	17,360	10,567	155.6%							
EMPLOYER FRINGE BENEFITS	21,382	29,087	44,811	46,690	1,879	4.2%							
MISC TRANSFER CONTINGENCY ETC	312,327	518,693	280,000	280,000									
DEBT	22,339,000	22,547,327	37,098,626	35,328,946	-1,769,680	-4.8%							
STREET SEWER BRIDGE ETC IMPROVEMENT		308,200											
EQUIPMENT LAND AND BUILDINGS													
Spending Total	<b>22,775,932</b>	<b>23,532,369</b>	<b>37,656,384</b>	<b>35,897,071</b>	<b>-1,759,313</b>	<b>-4.7%</b>							
<b>by Activity</b>													
89801 JIMMY LEE LEASE				245,768	245,768								
89900 GENERAL DEBT 2000 BOND ISSUES	2,530,141	2,422,766	2,421,547	2,415,203	-6,344	-0.3%							
89901 GENERAL DEBT 2001 BOND ISSUES	2,515,463	2,484,013	2,459,750	2,357,375	-102,375	-4.2%							
89902 GENERAL DEBT 2002 BOND ISSUE	2,270,638	2,370,725	2,373,364	2,328,814	-44,550	-1.9%							
89903 GENERAL DEBT 2003 BOND ISSUE	3,916,344	2,349,694	2,338,944	2,358,569	19,625	0.8%							
89904 GENERAL DEBT 2004 BOND ISSUE	4,131,563	4,065,488	2,400,413	2,465,213	64,800	2.7%							
89905 GENERAL DEBT 2005 BOND ISSUE	331,444	2,522,300	2,490,700	2,467,400	-23,300	-0.9%							
89906 GENERAL DEBT 2006 BOND ISSUE		213,889	1,415,300	1,420,400	5,100	0.4%							
89907 GENERAL DEBT 2007 BOND ISSUE			140,625	792,250	651,625	463.4%							
89908 GENERAL DEBT 2008 BOND ISSUE				134,202	134,202								
89955 GENERAL DEBT: PRE-1987 BONDS	334,907	172,272	326,758	335,421	8,663	2.7%	2.0	2.3	2.1	143,536	2.1	146,581	3,045
89964 TOWN SQ. HOTEL DEBT RESERVE		544,643											
89970 PUBLIC SAFETY BONDS				358,184	358,184								
89986 DESGN NEXT YR:POST 86 G.O.BONDS			15,332,083	14,399,334	-932,749	-6.1%							
89992 GENERAL DEBT 1992 BOND ISSUES	226,710												
89996 GENERAL DEBT 1996 BOND ISSUES	383,255	382,155											
89997 GENERAL DEBT 1997 BOND ISSUES	2,206,038	2,207,500	2,178,125	0	-2,178,125	-100.0%							
89998 GENERAL DEBT 1998 BOND ISSUES	1,885,431	1,815,425	1,817,275	1,854,938	37,663	2.1%							
89999 GENERAL DEBT 1999 BOND ISSUES	2,044,000	1,981,500	1,961,500	1,964,000	2,500	0.1%							
Fund Total	<b>22,775,932</b>	<b>23,532,369</b>	<b>37,656,384</b>	<b>35,897,071</b>	<b>-1,759,313</b>	<b>-4.7%</b>	<b>2.0</b>	<b>2.3</b>	<b>2.1</b>	<b>143,536</b>	<b>2.1</b>	<b>146,581</b>	<b>0.0</b>
Percent Change from Previous Year		<b>3.3%</b>	<b>60.0%</b>				<b>15.0%</b>	<b>-8.7%</b>				<b>0.0%</b>	<b>2.1%</b>



# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **963 G.O. SPEC ASSM DEBT SERV FUND**Department: **19 DEBT SERVICE**

Fund Manager: RONALD G KLINE

Department Director: MATTHEW G SMITH

Fund Purpose:

TO PROVIDE FOR DEBT SERVICE ON BONDS FINANCED BY ASSESSMENTS (CSO RELATED AND OTHERS).

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2005	2006	2007	2008			2005	2006	2007	2008
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	Adopted FTE/Amount	Council Adopted FTE/Amount	Change from 2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT	3,271,962	3,514,041	9,540,014	10,315,203	775,189	8.1%				
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>3,271,962</b>	<b>3,514,041</b>	<b>9,540,014</b>	<b>10,315,203</b>	<b>775,189</b>	<b>8.1%</b>				
<b>by Activity</b>										
89300 G.O. SPEC. ASSESS 2000 BONDS	229,390	218,693	213,000	207,250	-5,750	-2.7%				
89301 G.O. SPEC. ASSESS 2001 BONDS	279,738	267,731	260,844	249,075	-11,769	-4.5%				
89302 G.O. SPEC ASSESS 2002 BONDS	325,629	308,796	296,419	283,573	-12,846	-4.3%				
89303 G.O. SPEC ASSESS 2003 BONDS	254,898	231,761	223,525	219,780	-3,745	-1.7%				
89304 G.O. SPECIAL ASSESS 2004 BONDS	519,750	189,000	171,650	169,313	-2,337	-1.4%				
89305 G.O. SPECIAL ASSESS ST IMPRVMT 2005 BONDS	38,629	507,200	184,038	175,544	-8,494	-4.6%				
89306 G.O. SPECIAL ASSMT ST IMPRVMT 2006		249,553	1,263,167	982,866	-280,301	-22.2%				
89307 G.O. SPECIAL ASSMT ST IMPRVMT 2007			375,000	1,268,819	893,819	238.4%				
89308 G.O. SPECIAL ASSESS ST IMPRVMT 2008				302,926	302,926					
89315 DESGN NEXT YEAR:ALL SPEC ASSM.			4,178,063	4,514,505	336,442	8.1%				
89395 G.O. SPEC ASSESS 1995 BONDS	180,418	169,598	1,098,355	0	-1,098,355	-100.0%				
89396 G.O. SPEC ASSESS 1996 BONDS	814,285	758,520	678,985	1,361,063	682,078	100.5%				
89397 G.O. SPEC ASSESS 1997 BONDS	173,450	168,500	163,500	158,450	-5,050	-3.1%				
89398 G.O. SPEC ASSESS 1998 BONDS	196,353	191,264	186,118	180,914	-5,204	-2.8%				
89399 G.O. SPEC ASSESS 1999 BONDS	259,425	253,425	247,350	241,125	-6,225	-2.5%				
Fund Total	<b>3,271,962</b>	<b>3,514,041</b>	<b>9,540,014</b>	<b>10,315,203</b>	<b>775,189</b>	<b>8.1%</b>				<b>0.0</b>
Percent Change from Previous Year		<b>7.4%</b>	<b>171.5%</b>							<b>0</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **967 CITY REVENUE NOTES DEBT SERVICE**  
 Department: **19 DEBT SERVICE**

Fund Manager: ALEXANDRA V O'LEARY  
 Department Director: MATTHEW G SMITH

Fund Purpose:

TO PROVIDE FOR DEBT SERVICE OF CITY LONG-TERM REVENUE NOTES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2005	2006	2007	2008			2005	2006	2007	2008
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted			Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount
				Amount	Change/Percent					Change from 2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC	114,660		0	0						
DEBT	1,237,322	1,411,131	1,016,340	967,538	-48,802 -4.8%					
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>1,351,982</b>	<b>1,411,131</b>	<b>1,016,340</b>	<b>967,538</b>	<b>-48,802 -4.8%</b>					
<b>by Activity</b>										
89120 ST PAUL FOUNDATION REV NOTE	431,406	316,746	98,008	0	-98,008 -100.0%					
89121 PEDESTRIAN CONNECTION	395,755	395,011	394,088	392,985	-1,103 -0.3%					
89122 POLICE VEHICLE LEASE - CYCLE A-2004 CLOSE	350,268	350,268	175,136	0	-175,136 -100.0%					
89123 POLICE VEHICLE LEASE - CYCLE B-2005	174,553	349,106	349,108	174,553	-174,555 -50.0%					
89124 POLICE VEHICLE LEASE 2008				400,000	400,000					
Fund Total	<b>1,351,982</b>	<b>1,411,131</b>	<b>1,016,340</b>	<b>967,538</b>	<b>-48,802 -4.8%</b>					<b>0.0 0</b>
Percent Change from Previous Year		<b>4.4%</b>	<b>-28.0%</b>							

# **Financing Reports**

## Financing by Major Object Code

Department: **19 DEBT SERVICE**

### DEBT SERVICE

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
1001	CURRENT - TAXPAYER	4,793,997	5,034,165	8,539,582	7,708,699	-830,883
1002	FISCAL DISPARITIES	1,272,202	1,113,027			
1004	1ST YEAR DELINQUENT	48,982	91,763		100,000	100,000
1005	2ND YEAR DELINQUENT	-22,678	-5,092	100,000		-100,000
1006	3RD YEAR DELINQUENT	3,464	-4,154			
1007	4TH YEAR AND PRIOR DELINQUENT	14,075	5,225			
1008	5TH YEAR DELINQUENT	3,451	3,164			
1009	6TH YEAR PRIOR DELINQUENT	7,782	6,987			
1035	EXCESS TAX INCREMENTS	21,124				
1397	G.E.F.F.-DES/DISTRICT HEATING	1,095,058	1,256,760	100,000		-100,000
<b>TAXES</b>		7,237,457	7,501,845	8,739,582	7,808,699	-930,883
3446	MARKET VALUE HOMESTEAD CREDIT	396,367	330,992	479,244	304,484	-174,760
3650	INTERGOVTAL REV FR CITY OF ST PAUL					
3704	CITY SHARE OF RENT ST. HWY. DEPT	386	189			
<b>INTERGOVERNMENTAL REVENUE</b>		396,753	331,181	479,244	304,484	-174,760
4099	FEES - N.O.C.		7,500			
4398	SERVICES - SPECIAL PROJECTS	5,000				
<b>FEES, SALES AND SERVICES</b>		5,000	7,500	0	0	0
6001	CURRENT YEAR	1,738,598	1,615,022			
6002	1ST YEAR DELINQUENT	33,287	30,586			
6003	2ND YEAR DELINQUENT	5,463	4,983			
6004	3RD YEAR DELINQUENT	2,169	2,489			
6005	4TH YEAR DELINQUENT	1,537	1,375			
6006	5TH YEAR AND PRIOR	2,355	3,418			
6007	PENALTIES & INT. P. I. R. ASSETS	18,468	39,363			
6008	TAX EXEMPT PROPERTIES	252,359	23,001			
6009	TAX FORFEITED PROPERTIES	3,606	4,850			
6010	PREPAID ASSESSMENTS	1,131,754	1,467,632			
6101	CURRENT YEAR			3,211,495	3,565,955	354,460

## Financing by Major Object Code

Department: **19 DEBT SERVICE**

### DEBT SERVICE

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6602	INTEREST ON INVESTMENTS	1,396,871	1,752,123	500,000	785,132	285,132
6611	INC(DEC) FMV OF INVESTMENT	-493,763	-31,801			
6801	RENTS	3,500,000	3,500,000	3,500,000	3,500,000	
6905	CONTRIB. & DONATIONS - OUTSIDE	179,375	243,765	394,088	392,985	-1,103
6927	OTHER AGENCY SHARE OF COST	151,773	8,010			
6967	PILOT-WILD	2,929,669	3,303,653	3,328,836	3,341,734	12,898
<b>MISCELLANEOUS REVENUE</b>		10,853,521	11,968,469	10,934,419	11,585,806	651,387
7299	TRANSFER FROM GENERAL FUND	524,821	699,377	524,242		-524,242
7302	TRANSFER FROM ENTERPRISE FUND	3,967,350	3,667,350	5,667,350	6,000,000	332,650
7304	TRANSFER FROM DEBT SERVICE FUND	2,472,274	2,821,647			
7305	TRANSFER FROM SPECIAL REVENUE FUND	102,500	2,152,663	2,168,924	2,083,335	-85,589
7306	TRANSFER FROM CAP PROJ FUND-OTHER	9,786,591	4,654,629	4,098,010	6,398,969	2,300,959
7499	TRANSFER IN - INTRAFUND - OTHER	1,766,643	2,219,919			
<b>TRANSFERS</b>		18,620,179	16,215,585	12,458,526	14,482,304	2,023,778
9830	USE OF FUND BALANCE			23,270,758	22,364,823	-905,935
<b>FUND BALANCES</b>		0	0	23,270,758	22,364,823	-905,935
Fund Total		37,112,910	36,024,580	55,882,529	56,546,116	663,587

<b><u>Department Total</u></b>	<b><u>37,112,910</u></b>	<b><u>36,024,580</u></b>	<b><u>55,882,529</u></b>	<b><u>56,546,116</u></b>	<b><u>663,587</u></b>
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## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **960 GENERAL DEBT SERVICE FUND**

Fund Manager: RONALD G KLINE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS DEBT SERVICE FUND IS FINANCED BY PROPERTY TAXES, TRANSFERS FROM SEWER ENTERPRISE FUNDS, INTEREST EARNINGS, AND FUND BALANCES. FUND BALANCES IN THIS DEBT SERVICE FUND ARE REVENUES ACCUMULATED IN THE CURRENT YEAR EXPRESSLY FOR THE PURPOSE OF PAYING PRINCIPAL AND INTEREST DUE IN THE FIRST SIX MONTHS OF THE BUDGET YEAR. BECAUSE BUDGETS ARE PREPARED THIS WAY YEAR AFTER YEAR, THE FUND BALANCE REPLENISHES ITSELF EACH YEAR. THIS BUDGET REFLECTS EIGHTEEN MONTHS OF DEBT SERVICE. THE BUDGET YEAR (12 MONTHS) REQUIRES AN APPROPRIATION TO MAKE PAYMENTS DURING THAT CALENDAR YEAR. THE SUBSEQUENT YEAR (1ST SIX MONTHS) IS BUDGETED AS TO PROVIDE CASH FLOW TO SERVICE THAT DEBT. THE ROLLOVER OF FUND BALANCE AS FINANCING IN EFFECT LEVELS THE NEEDS TO ONE CALENDAR YEAR. THE USE OF FUND BALANCE IN THIS CASE IS NOT EQUIVALENT TO THE USE OF ONE-TIME RESERVES

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>19</b>	<b>DEBT SERVICE</b>					
89900	GENERAL DEBT 2000 BOND ISSUES	1,756,643	408,946			
89901	GENERAL DEBT 2001 BOND ISSUES	572,112	75,048			
89902	GENERAL DEBT 2002 BOND ISSUE	2,353,039	253,147	500,000	300,000	-200,000
89903	GENERAL DEBT 2003 BOND ISSUE	2,261,256	2,235,433			
89904	GENERAL DEBT 2004 BOND ISSUE	4,179,342	1,829,012			
89905	GENERAL DEBT 2005 BOND ISSUE	2,190,216	2,084,574			
89906	GENERAL DEBT 2006 BOND ISSUE		1,156,748			
89955	GENERAL DEBT: PRE-1987 BONDS	2,252,237	7,165,385	21,724,301	21,197,737	-526,564
89956	DESGN NXT YR(89955)PRE87 BONDS			15,332,083	14,399,334	-932,749
89964	TOWN SQ. HOTEL DEBT RESERVE	13,200	8,138			
89992	GENERAL DEBT 1992 BOND ISSUES	226,710				
89996	GENERAL DEBT 1996 BOND ISSUES	402,596	1,291	100,000		-100,000
89997	GENERAL DEBT 1997 BOND ISSUES	2,345,901	669,243			
89998	GENERAL DEBT 1998 BOND ISSUES	1,944,487	1,116,244			
89999	GENERAL DEBT 1999 BOND ISSUES	869,788	2,102,686			
<b>Department Total</b>		<b>21,367,527</b>	<b>19,105,895</b>	<b>37,656,384</b>	<b>35,897,071</b>	<b>-1,759,313</b>
<b><u>Financing by Major Object</u></b>						
TAXES		7,237,457	7,501,845	8,266,151	7,327,698	-938,453
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE		396,753	331,181	452,675	285,485	-167,190
FEES, SALES AND SERVICES		5,000	7,500			
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE		496,277	827,773	500,000	521,702	21,702
TRANSFERS		13,232,040	10,437,596	11,836,274	12,212,178	375,904
FUND BALANCES				16,601,284	15,550,008	-1,051,276
<b>Total Financing by Object</b>		<b>21,367,527</b>	<b>19,105,895</b>	<b>37,656,384</b>	<b>35,897,071</b>	<b>-1,759,313</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **961 CITY REV BONDS, LONG TERM DEBT**

Fund Manager: RONALD G KLINE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS DEBT SERVICE FUND IS FINANCED BY ARENA LEASE PAYMENTS AND WILD TEAM REVENUES (PAYMENTS IN LIEU OF TAXES.) THESE ARE BACKED BY SALES TAX REVENUES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>19</b>	<b>DEBT SERVICE</b>					
89565	ARENA REV BOND DEBT SERVICE	8,916,016	10,193,536	7,669,791	7,670,731	940
89566	ARENA STATE LOAN	1,769,498	1,545,611			
89570	2007 SALES TAX DEBT SERVICE - SERIES A				573,083	573,083
89571	2007 SALES TAX DEBT SERVICE - SERIES B				1,122,490	1,122,490
<b>Department Total</b>		<b>10,685,514</b>	<b>11,739,147</b>	<b>7,669,791</b>	<b>9,366,304</b>	<b>1,696,513</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES						
ENTERPRISE AND UTILITY REVENUES						
		6,536,597	7,005,781	6,828,836	6,841,734	12,898
MISCELLANEOUS REVENUE		4,148,917	4,733,366		1,695,573	
TRANSFERS				840,955	828,997	-11,958
FUND BALANCES						
<b>Total Financing by Object</b>		<b>10,685,514</b>	<b>11,739,147</b>	<b>7,669,791</b>	<b>9,366,304</b>	<b>940</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **963 G.O. SPEC ASSM DEBT SERV FUND**

Fund Manager: RONALD G KLINE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS DEBT SERVICE FUND IS FINANCED BY SPECIAL ASSESSMENTS, PROPERTY TAXES AND FUND BALANCES FROM PREPAID ASSESSMENTS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>19</b>	<b>DEBT SERVICE</b>					
89300	G.O. SPEC. ASSESS 2000 BONDS	224,516	220,124			
89301	G.O. SPEC. ASSESS 2001 BONDS	322,089	306,961			
89302	G.O. SPEC ASSESS 2002 BONDS	310,750	297,103			
89303	G.O. SPEC ASSESS 2003 BONDS	557,749	306,124			
89304	G.O. SPECIAL ASSESS 2004 BONDS	387,678	196,529			
89305	G.O. SPECIAL ASSESS ST IMPRVMT 2005 BONDS	300,204	154,866			
89306	G.O. SPECIAL ASSMT ST IMPRVMT 2006		1,216,121	26,569		-26,569
89386	GENERAL STREET DEBT			9,513,445	10,315,203	801,758
89395	G.O. SPEC ASSESS 1995 BONDS	172,617	165,293			
89396	G.O. SPEC ASSESS 1996 BONDS	598,569	538,156			
89397	G.O. SPEC ASSESS 1997 BONDS	140,233	131,962			
89398	G.O.SPEC ASSESS 1998 BONDS	203,383	190,990			
89399	G.O. SPEC ASSESS 1999 BONDS	278,878	253,864			
<b>Department Total</b>		<b>3,496,666</b>	<b>3,978,093</b>	<b>9,540,014</b>	<b>10,315,203</b>	<b>775,189</b>
<b><u>Financing by Major Object</u></b>						
TAXES				473,431	481,001	7,570
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE				26,569	18,999	-7,570
FEES, SALES AND SERVICES						
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE		3,488,257	3,876,612	3,211,495	3,829,385	617,890
TRANSFERS		8,409	101,481			
FUND BALANCES				5,828,519	5,985,818	157,299
<b>Total Financing by Object</b>		<b>3,496,666</b>	<b>3,978,093</b>	<b>9,540,014</b>	<b>10,315,203</b>	<b>775,189</b>





# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**DEBT SERVICE**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
19	DEBT SERVICE					
1901	GENERAL DEBT SERVICE (LONG TERM)					
	89955 GENERAL DEBT: PRE-1987 BONDS	2.0	2.3	2.1	2.1	0.0
	<b>Division Total</b>	<b>2.0</b>	<b>2.3</b>	<b>2.1</b>	<b>2.1</b>	<b>0.0</b>
	<b>Department Total</b>	<b>2.0</b>	<b>2.3</b>	<b>2.1</b>	<b>2.1</b>	<b>0.0</b>

<b>Fund Total</b>	<u><b>2.0</b></u>	<u><b>2.3</b></u>	<u><b>2.1</b></u>	<u><b>2.1</b></u>	<u><b>0.0</b></u>
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# **Major General Fund Revenues**

# Property Taxes

Property tax revenues account for 31% 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 2008</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 increase, the size of the tax base also increases. 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. Taxable market value and the class rate both determine the tax capacity of an individual property. A higher class rate will result in a relatively higher tax capacity. Based on the class rate structure, one dollar of commercial/industrial property has a greater tax capacity than one dollar of residential property.

St. Paul Taxable Market Value	
Payable in 2006	\$18,550,595,100
Payable in 2007	\$21,103,230,000
Payable in 2008 (est.)	\$23,071,399,600

St. Paul Taxable Tax Capacity (mkt. value x class rate)	
Payable in 2006	\$189,071,923
Payable in 2007	\$213,227,021
Payable in 2008 (est.)	\$229,527,555

# Property Taxes

## 2008 Adopted Budget and Levy

The 2008 adopted levy is \$82.6 million. Of the adopted levy, \$80.5 million will fund city activities. \$57.4 million will go to the City's General Fund, \$8.2 million for debt service, and \$14.9 million will fund the St. Paul Public Library Agency operations and debt service. The City also levies taxes on behalf of the St. Paul Port Authority, whose 2008 levy is \$2.1 million. The City's tax rate is projected to increase slightly in 2008, which will be the first tax rate increase since 2002 (see graph below).

## 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 2008:

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 2008, a home with a taxable value of \$191,900 had a total property tax bill of \$2,026.

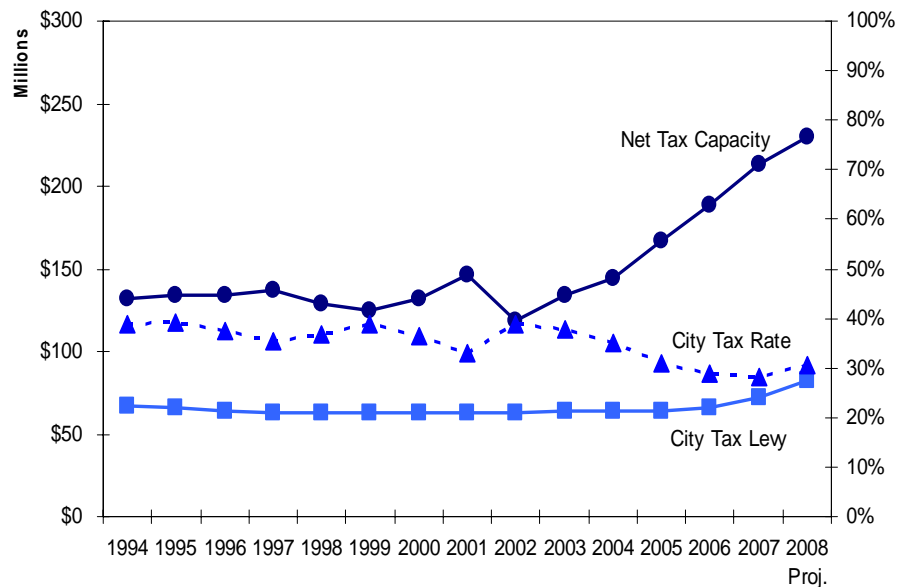
Of the total property tax bill, the single largest share goes to the county and then to the school district. The City receives about 26% of the total tax payment – \$525 in this example.

For the typical home in this example, the property tax payment of \$525 to the City of St. Paul would break down as follows:

- \$158 per year for police services
- \$104 per year for fire and emergency medical services
- \$57 per year to operate and maintain the park and recreation system
- \$38 per year to operate and buy materials for the Saint Paul Public Libraries
- \$69 per year for capital debt service—the cost of building new libraries, recreation facilities, and street construction
- \$13 per year for the City's levy on behalf of the Saint Paul Port Authority as required by State statute.
- \$86 per year for all other government services including public works, licensing, technology, city attorney, etc.

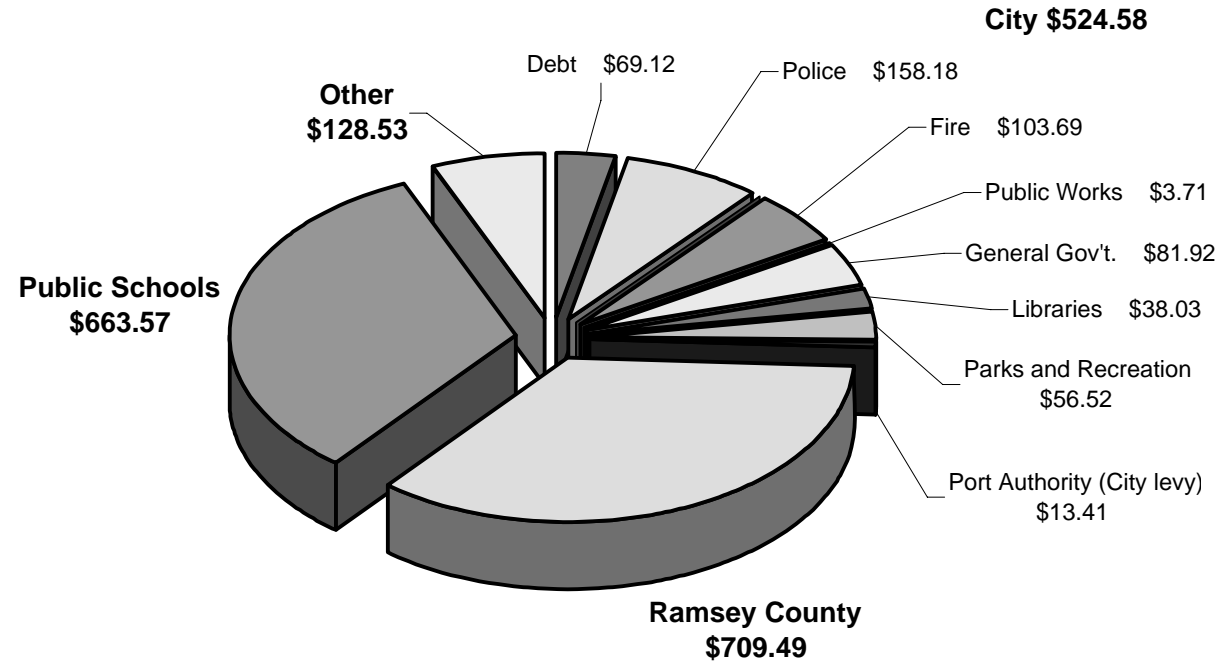
Property taxes cover only a small part of the total cost of services. In total, property taxes supply only about 11% of the City's total revenue and cover just over 31% of the General Fund budget. In comparison, the City's total 2008 property tax levy for all purposes—approximately \$82.6 million—is less than the \$95 million total operating budget of the Police Department.

**City of St. Paul Property Tax Levy, Net Tax Capacity and Tax Rates, 1994-2008**



# Estimated 2008 Saint Paul Property Taxes

2008 TNT Tax Rates Applied to a Typical Home Valued at \$191,900



City of Saint Paul	25.9%
Ramsey County	35.0%
Saint Paul Schools	32.8%
Other	6.3%
	<b>100.0%</b>

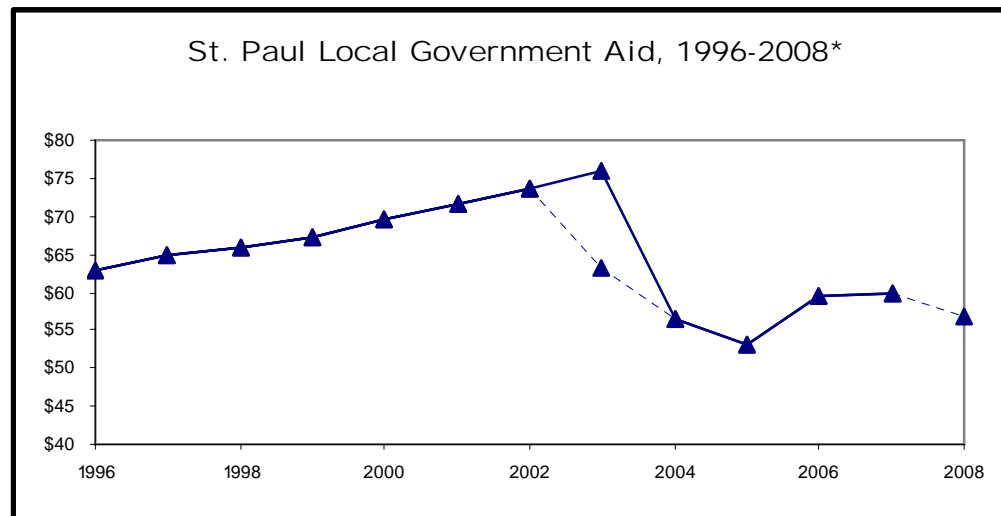
## Local Government Aid (LGA)

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 each year based on changes in population, housing, inflation, and other local factors. In 2003, the Governor and Legislature approved changes to the funding formula and levels that greatly reduced St. Paul’s LGA. Local Government Aid dropped from \$76 million in certified aid in 2003 to \$53 million by 2005, a 30% funding cut over two years.

Although the Legislature has restored a small portion of the City’s LGA funding, St. Paul’s 2008 certified LGA is still \$19.3 million below the certified 2003 level.

St. Paul Local Government Aid 1996-2008		
	LGA Funding	Change
1996	\$62,744,907	-
1997	\$64,717,916	3.1%
1998	\$65,835,021	1.7%
1999	\$67,345,179	2.3%
2000	\$69,653,919	3.4%
2001	\$71,739,170	3.0%
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%



\* The Legislature adjusted LGA in the second year of its 2002-03 biennial budget and reduced St. Paul's previously certified LGA funding by \$13 million. The original certified amount and revised amount are both reflected here.

# Franchise Fees

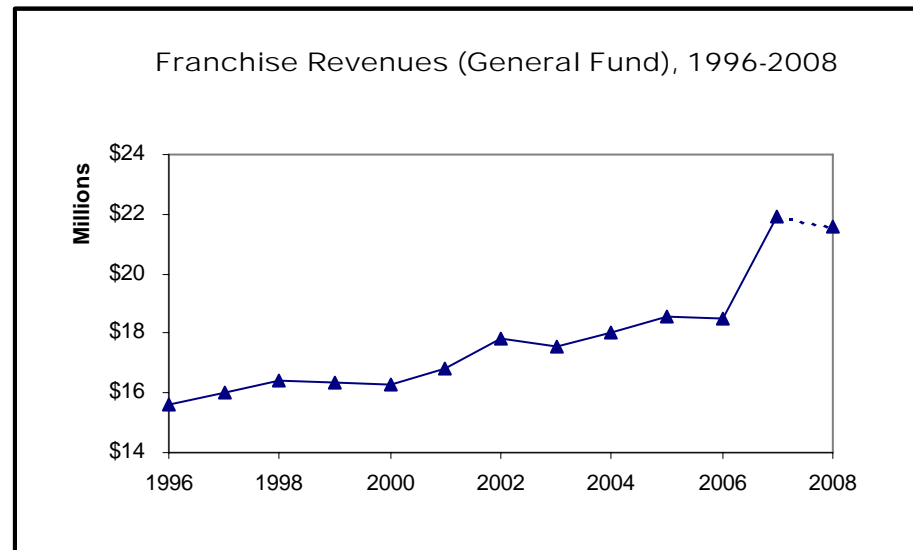
Utilities pay the City of St. Paul a fee for use of City streets and right-of-ways in delivering services to the citizens and businesses of St. Paul. This fee represents usage charges for City-owned assets that utilities may use or disrupt in the process of constructing, installing, and maintaining their 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 2008:

- ❖ Xcel Energy supplies natural gas and electrical service to St. Paul homes and businesses.
- ❖ Norencor, now owned by NRG Thermal, supplies steam power to the Rock-Tenn facility on Vandalia St.
- ❖ 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.
- ❖ Energy Park is the heating and cooling utility serving customers in the Energy Park development.
- ❖ Empire Builder is the heating and cooling utility serving the Empire Builder development north of downtown St. Paul.

	Budget	Actual	
1996	\$15,582,313	\$16,377,281	105.1%
1997	\$16,027,700	\$15,582,715	97.2%
1998	\$16,407,700	\$15,115,816	92.1%
1999	\$16,360,345	\$15,441,543	94.4%
2000	\$16,426,045	\$16,303,980	99.3%
2001	\$16,426,045	\$16,842,475	102.5%
2002	\$17,516,184	\$17,839,903	101.8%
2003	\$17,516,184	\$17,557,960	100.2%
2004	\$17,730,603	\$17,983,410	101.4%
2005	\$17,840,511	\$18,559,769	104.0%
2006	\$18,179,867	\$18,553,748	102.1%
2007**	\$21,318,043	\$21,922,859	102.8%
Budget 2008	\$21,595,500	-	



\* District Energy's franchise fees have financed both the General Fund and Debt Service Fund over recent years. In 2007, District Energy's franchise fees will go to the General Fund. Property tax financing will be substituted in the Debt Service fund.

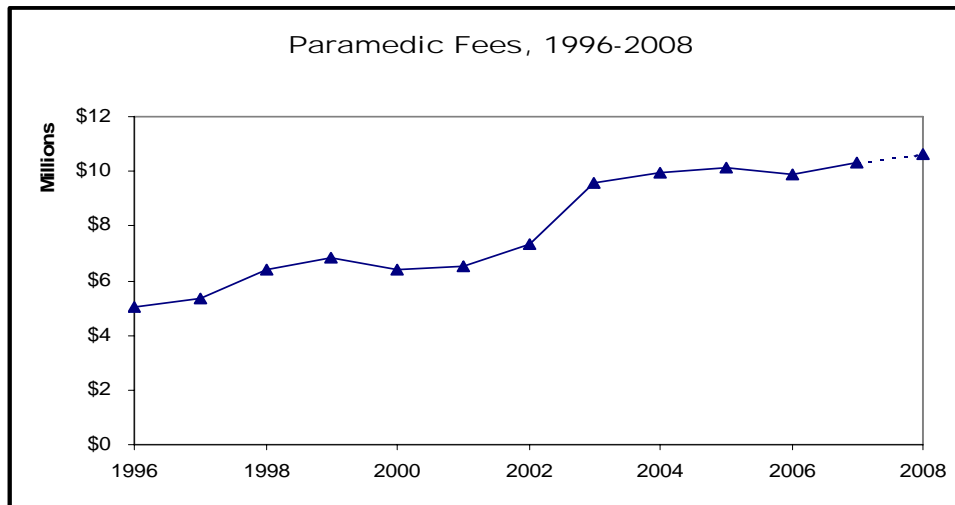
\*\* 2007 earnings are tentative and may be revised to reflect year-end changes.

# Paramedic Fees

The St. Paul Fire Department's paramedics and emergency medical technicians respond to over 25,000 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 which do not charge 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	
1996	\$5,050,000	\$5,242,043	103.8%
1997	\$5,377,854	\$5,507,135	102.4%
1998	\$6,401,260	\$6,210,572	97.0%
1999	\$6,866,260	\$6,549,344	95.4%
2000	\$6,400,000	\$6,700,541	104.7%
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	\$10,300,000	87.0%
Budget 2008	\$10,641,856	-	0.0%

\*2007 paramedic fees are tentative and may be revised to reflect bad debt or other changes.

# State Pension Aids

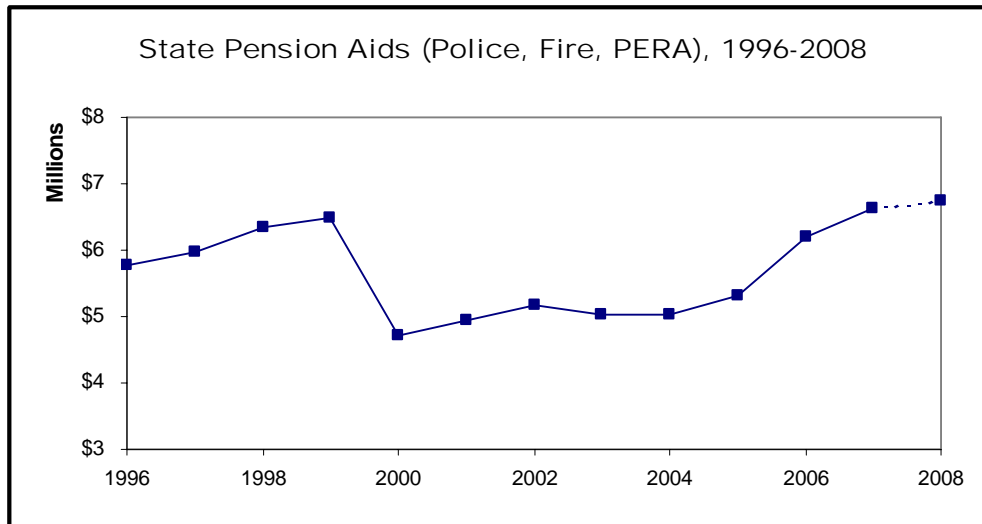
The state distributes aid to Police and Fire retirement programs in counties and municipalities based on fire and auto insurance premiums collected in the state. Taxes paid by insurers on those premiums are used to supplement police and fire pension contributions. St. Paul receives aid for Police and 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-Police and Fire City employees. The vast majority (91%) of state pension aid for St. Paul goes to Police and Fire. Between 1997 and 2000, state amortization aid payments meant to cover unfunded liabilities dropped due to the Police pension fund reaching fully funded status.

In 2008, pension aids are budgeted to steadily increase to \$6.74 million, based on actual 2006 and 2007 state aids.

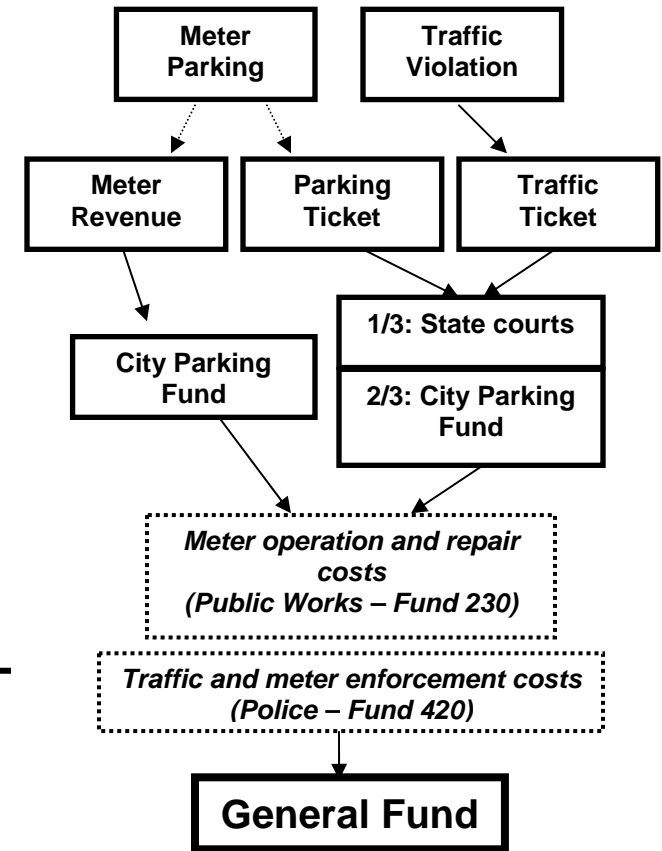


	Budget	Actual	
1996	\$5,768,993	\$6,595,119	114.3%
1997	\$5,978,993	\$6,788,089	113.5%
1998	\$6,339,518	\$6,019,610	95.0%
1999	\$6,482,512	\$6,372,157	98.3%
2000	\$4,717,512	\$5,044,659	106.9%
2001	\$4,945,633	\$4,618,796	93.4%
2002	\$5,170,633	\$5,111,382	98.9%
2003	\$5,020,472	\$5,447,696	108.5%
2004	\$5,017,512	\$6,086,374	121.3%
2005	\$5,303,198	\$5,957,264	112.3%
2006	\$6,186,094	\$6,270,624	101.4%
2007	\$5,957,264	\$6,626,452	111.2%
Budget 2008	\$6,736,230	-	0.0%

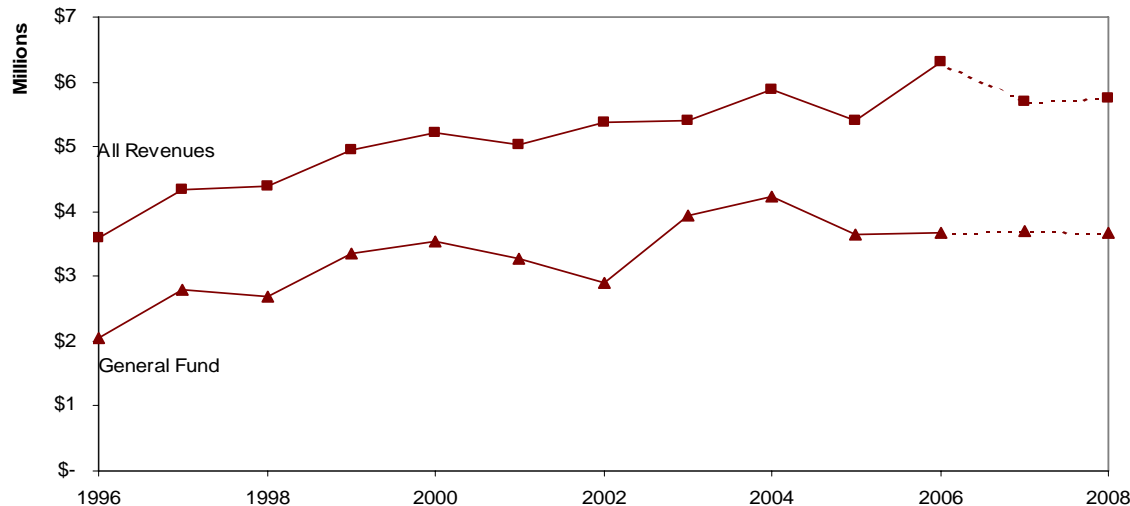
# Parking Meters and Fines

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. Revenues from meters and parking and traffic violations are budgeted at \$5. million for 2008, and the General Fund is budgeted to receive \$3.98 million of that amount. 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.

As of 2005, City revenues are collected by the Department of Public Works in the City Parking Fund (#230), and a portion is retained to cover costs of meter collection and maintenance. Costs of enforcement are transferred to the Police Department's Parking Enforcement Fund (#420). The remainder, with certain exceptions, is transferred to the General Fund. The flow chart at right illustrates the movement of revenues from collection to the General Fund.



Parking Meters and Violations, 1996-2008



	Budget	Actual	
1996	\$ 2,343,173	\$ 2,048,734	87.4%
1997	\$ 2,440,444	\$ 2,791,021	114.4%
1998	\$ 2,847,074	\$ 2,694,054	94.6%
1999	\$ 2,962,742	\$ 3,361,625	113.5%
2000	\$ 3,179,076	\$ 3,530,274	111.0%
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	\$ 4,318,351	\$ 3,678,231	85.2%
2007*	\$ 4,350,059	\$ 3,697,059	85.0%
Budget 2008	\$ 3,683,907	-	

\*2007 earnings are tentative and may be revised to reflect year-end changes.

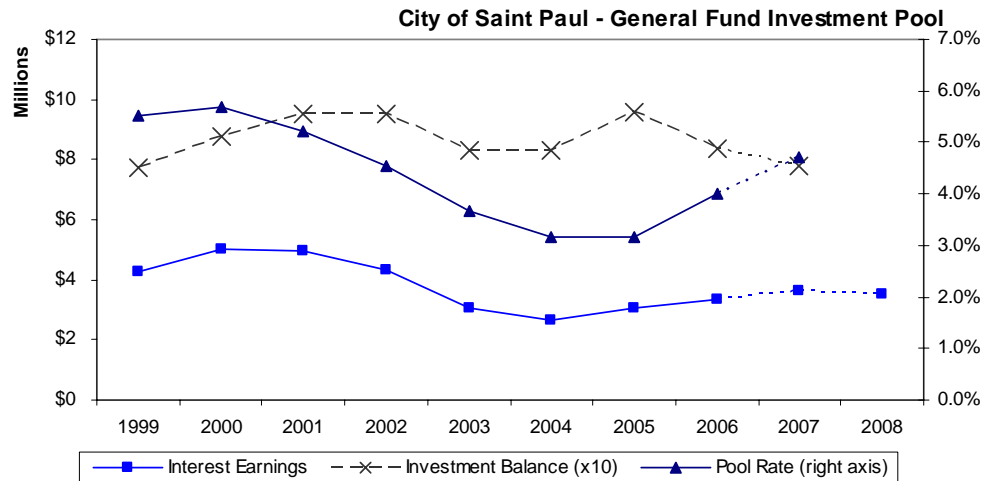
# Interest Earnings

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.

As of the 3rd quarter of 2007, the City internally managed 66% of its portfolio and 34% was managed by 4 outside firms.

	Budget	Actual	
1996	\$1,420,000	\$1,778,452	125.2%
1997	\$1,750,000	\$2,667,491	152.4%
1998	\$1,925,000	\$3,910,890	203.2%
1999	\$2,275,000	\$4,255,477	187.1%
2000	\$3,075,000	\$5,007,569	162.8%
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*	\$3,240,719	\$3,660,719	113.0%
Budget 2008	\$3,520,500	-	0.0%



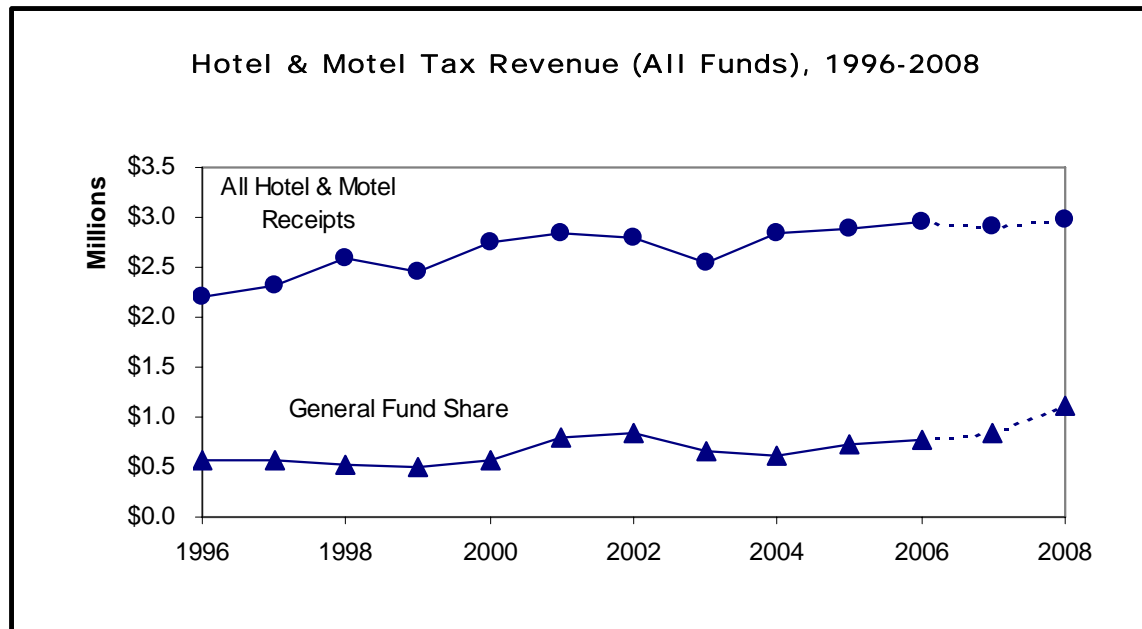
\*2007 earnings are tentative and may be revised to reflect year-end changes.

# 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.



	Budget	Actual	
1996	\$565,250	\$582,840	103.1%
1997	\$565,000	\$549,560	97.3%
1998	\$532,650	\$728,333	136.7%
1999	\$506,322	\$398,863	78.8%
2000	\$573,822	\$750,797	130.8%
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	850,700	0.0%
Budget 2008	\$1,102,760	-	0.0%

\*2007 revenue is tentative and may be revised to reflect year-end changes.

# Financing by Major Object Code

Department: **00 GENERAL FUND**

## GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
1001	CURRENT - TAXPAYER	32,885,706	35,754,125	45,464,320	54,135,201	8,670,881
1002	FISCAL DISPARITIES	8,727,301	7,908,900			
1004	1ST YEAR DELINQUENT	219,760	627,695	275,000	275,000	
1005	2ND YEAR DELINQUENT	-52,128	-21,082			
1006	3RD YEAR DELINQUENT	7,922	-9,607			
1007	4TH YEAR AND PRIOR DELINQUENT	29,035	12,128			
1008	5TH YEAR DELINQUENT	7,268	6,527			
1009	6TH YEAR PRIOR DELINQUENT	19,293	18,226			
1035	EXCESS TAX INCREMENTS	171,937	225		650,000	650,000
1039	DELINQUENT EXCESS TAX INCREMTS	974,617	1,717,383		770,000	770,000
1199	PENALTIES AND INTEREST-PROP. TAXES	52,608	46,477			
1299	FORFEITED TAX SALE APPORTIONMENT	37,723		121,000	121,000	
1392	G.E.F.F.-DES/DISTRICT COOLING	300,230	319,089	300,230	300,500	270
1393	GEFF-PEOPLES NATURAL GAS				656,000	656,000
1394	G.E.F.F. - ENERGY PARK	125,852	142,154	125,852	130,000	4,148
1396	G.E.F.F.-NORENCO	359,510	342,847	359,510		-359,510
1397	G.E.F.F.-DES/DISTRICT HEATING	30,000	32,500	1,067,697	1,300,000	232,303
1398	G.E.F.F. EMPIRE BUILDER	14,754	18,265	14,754	15,000	246
1399	G.E.F.F.-NSP	17,729,423	17,669,411	19,450,000	19,850,000	400,000
1401	HOTEL AND MOTEL	726,526	794,072	850,700	1,102,760	252,060
1501	DRUG STORE TAX	545				
1502	MORTUARY TAX	690				
1503	CONTAMINATION TAX	4,988	4,435			
	<b>TAXES</b>	<b>62,373,560</b>	<b>65,383,770</b>	<b>68,029,063</b>	<b>79,305,461</b>	<b>11,276,398</b>
3401	LOCAL GOVERNMENT AID	48,184,955	54,577,706	54,639,729	54,261,998	-377,731
3446	MARKET VALUE HOMESTEAD CREDIT	2,718,898	2,350,818	2,551,474	2,138,272	-413,202
3704	CITY SHARE OF RENT ST. HWY. DEPT	2,647	1,350	1,000	1,000	
3705	CITY SHRE OF COUNTY COURT					
3706	CITY SHR. ST. HWY FUNDS	14,066	14,306	9,600	9,600	
3800	PAYMENT IN LIEU OF TAXES			48,757	48,757	

## Financing by Major Object Code

Department: **00 GENERAL FUND**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
<b>INTERGOVERNMENTAL REVENUE</b>	50,920,566	56,944,180	57,250,560	56,459,627	-790,933
4057 GARNISHMENT					
4206 GAIN ON SALE OF ASSETS	-89,717	-16,432			
4215 SURPLUS - PURCHASING	69,968	1,413,032			
4299 SALES N.O.C.	19,749	3,400			
<b>FEES, SALES AND SERVICES</b>	0	1,400,000	0	0	0
5008 CIVIC CTR. - PARKING RAMP HOURLY	114,660	114,660	114,660	114,660	
<b>ENTERPRISE AND UTILITY REVENUES</b>	114,660	114,660	114,660	114,660	0
6602 INTEREST ON INVESTMENTS	3,292,199	3,391,073	3,100,000	3,477,000	377,000
6605 OTHER INTEREST EARNED		15,551			
6611 INC(DEC) FMV OF INVESTMENT	-1,160,132	4,182			
6831 COMMISSIONS - TELEPHONE					
6908 DAMAGE CLAIM RECOVERY FROM OTHERS					
6914 REFUNDS - JURY DUTY PAY					
6915 REFUNDS - NOT OTHERWISE CLASSIFIED					
6917 REFUNDS - OVERPAYMENTS					
6919 REFUNDS - RETURN OF PURCHASE					
6921 REFUNDS - UNUSED TRAVEL ALLOWANCE					
6927 OTHER AGENCY SHARE OF COST	147,969	136,406	64,627	64,627	
6999 OTHER MISCELLANEOUS REVENUE N.O.C.		72,961			
<b>MISCELLANEOUS REVENUE</b>	2,280,036	3,620,173	3,164,627	3,541,627	377,000
7301 TRANSFER FROM SEWER REPAIR FUND					
7303 TRANSFER FROM INTERNAL SERVICE FUND			50,000		-50,000
7304 TRANSFER FROM DEBT SERVICE FUND	53,906				
7305 TRANSFER FROM SPECIAL REVENUE FUND	3,644,042	3,678,231	4,350,059	3,683,907	-666,152
7306 TRANSFER FROM CAP PROJ FUND-OTHER	318,642	154,416	92,000	92,000	
7399 TRANSFER FROM SPECIAL FUND	4,644,552	4,715,092	4,927,043	5,352,442	425,399
<b>TRANSFERS</b>	8,661,142	8,547,739	9,419,102	9,128,349	-290,753

## Financing by Major Object Code

Department: **00 GENERAL FUND**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
9830	USE OF FUND BALANCE .....					
9831	CONTRIBUTION TO FUND BALANCE .....					
<b>FUND BALANCES</b>		0	0	0	0	0
	Fund Total	124,349,964	136,010,522	137,978,012	148,549,724	10,571,712

<u><b>Department Total</b></u>	<u><b>124,349,964</b></u>	<u><b>136,010,522</b></u>	<u><b>137,978,012</b></u>	<u><b>148,549,724</b></u>	<u><b>10,571,712</b></u>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>00</b>	<b>GENERAL FUND</b>					
00000	GENERAL FUND (00000)	124,349,964	136,010,522	137,978,012	148,549,724	10,571,712
	<b>Department Total</b>	<b>124,349,964</b>	<b>136,010,522</b>	<b>137,978,012</b>	<b>148,549,724</b>	<b>10,571,712</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES	62,373,560	65,383,770	68,029,063	79,305,461	11,276,398
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	50,920,566	56,944,180	57,250,560	56,459,627	-790,933
	FEES, SALES AND SERVICES		1,400,000			
	ENTERPRISE AND UTILITY REVENUES	114,660	114,660	114,660	114,660	
	MISCELLANEOUS REVENUE	2,280,036	3,620,173	3,164,627	3,541,627	377,000
	TRANSFERS	8,661,142	8,547,739	9,419,102	9,128,349	-290,753
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>124,349,964</b>	<b>136,010,522</b>	<b>137,978,012</b>	<b>148,549,724</b>	<b>10,571,712</b>



# **Department Summaries**



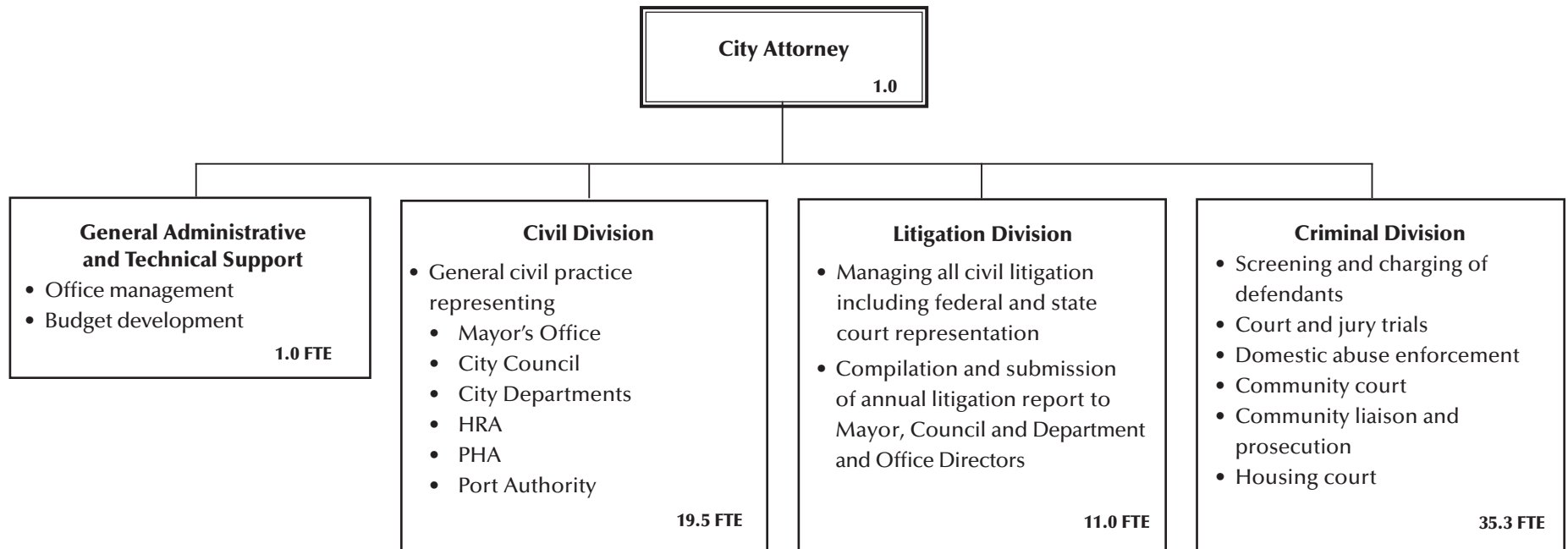
# City Attorney's Office

*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 67.8 FTEs)

8/03/07

## About the City Attorney's Office

### What We Do (Description of Services)

The CAO provides a number of services to further the City's goals and objectives.

The CAO plays an integral part in the City's public safety goals and objectives by prosecuting petty misdemeanor, misdemeanor and gross misdemeanor crimes that occur within the City. Some of our most important prosecutions involve domestic abuse, guns, DWI, drugs, housing code violations, theft and other livability crimes such as prostitution, graffiti and noise violations to name a few. In addition, the CAO is committed to maintaining public safety and the City's livability through its Community Prosecution Program.

The CAO also defends the City in civil lawsuits and provides legal counsel to the City and its clients, including the Mayor's Office, the City Council, HRA, PHA, RiverCentre Authority, Port Authority, Water Utility, Charter Commission, Civil Service and Human Rights Commissions and each City department or office. Throughout the year, CAO staff confer with and advise clients on the legal issues surrounding their policy decisions. Some of the CAO's civil legal functions include the following:

- Draft legal opinions
- Review and draft real estate documents, contracts, legislation, ordinances, and resolutions.
- Civil enforcement of public nuisance issues.
- Represent City clients in labor-management negotiations, disputes, arbitrations or other hearings.
- Represent and advise HRA in mortgage foreclosures and public finance issues.
- Advise and assist the Police Department in developing policies and procedures.
- Conduct investigations and file civil law suits on behalf of the City.
- Respond to citizen questions and complaints.
- File appellate appeals from decisions of the trial courts
- Conduct closed meetings
- Attend public meetings such as the City Council, Charter Commission, Planning Commission and HRA.
- Conduct community education and community outreach on legal issues identified by the City's elected officials and the community.

### Statistical Profile

- Criminal Division staff handled 16,547 cases in 2006.
- Community Court Program has ordered offenders to serve at least 78,400 hours of community services since its inception in 1999.
- In 2005, Community Court submitted 524 new cases to probation and court ordered offenders provided 9,837 hours of community service to the community.

### 2006-2007 Accomplishments

The CAO is proud of the following accomplishments in 2006-2007:

- The Civil Division provided legal advice to the Mayor, Council, departments & agencies in a multitude of matters. We provided 36,218 civil legal professional hours & opened 470 files. Some significant civil legal issues included the negotiation of the RNC Contract & preparation for the RNC in 2008, Holman Field issues, work on the Ford Hydro Plant, civil nuisance enforcement involving problem properties, numerous development matters, police matters & the Xcel Franchise.
- In 2006, the Civil Litigation Division concluded 28 cases. Of those cases, four were classified as significant because they involved important policy issues or the potential for an award against the City in excess of \$50,000. The smoking ban litigation & the condemnation action involving the challenge to the City's adult use ordinance were among the cases concluded in 2006. Between January 1, 2006 and June 1, 2007 the Civil Litigation Division closed an additional seven (7) cases, including three (3) significant cases. In addition, the Civil Litigation Division presented two cases to the Eighth Circuit Court of Appeals defending wrongful death claims for the shooting deaths of two emotionally disturbed persons; completed discovery in three (3) significant federal court cases alleging antitrust & racketeering claims against the City; and successfully defended the City in a jury trial seeking damages of \$4.8 million dollars for breach of contract & negligent maintenance of Town Square.
- The Criminal Division staff handled 16,547 cases in 2006.
- In 2007, initiated the process of re-organizing the Criminal Division by creating two supervisory positions to better manage the City's prosecution function. The focus of this change is to develop a comprehensive management system that will create more accountability, clearly define the Criminal Division's mission, & to create a framework to make prosecutorial decisions.
- In 2007, continued our special emphasis on addressing domestic abuse in Saint Paul. The Criminal Division participated in an audit of the domestic abuse first responder system.
- The Community Prosecution Program continues to be nationally recognized & has formed important partnerships with the Police Department & the Community. 2007 highlights of the Program include: enacting a civil gang injunction statute, special emphasis on problem properties & nuisances, creation of a restorative justice program for Obstructing Legal Process cases, & creation of a Police/ Community Conversations Project that is focused on improving communication between communities of color.
- Partnered with the MN Network on Abuse in Later Life to train law enforcement, Judges & prosecutors to recognize signs of abuse & exploitation in elderly residents.

## Key Performance Measures

**Performance Objective:** Continue to provide outstanding legal services to the Mayor, City Council, and City departments on legislation, housing, development, licensing zoning, labor, and other governmental operations.

**Performance Indicator:**

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Civil Legal Professional Hours	35,060	36,218	36,218	36,218
Civil Files Opened	453	470	470	470

**Performance Objective:** Monitor success rate for all misdemeanor and gross misdemeanor cases taken to trial resulting in either a conviction or acquittal

**Performance Indicator:** Conviction rate for all misdemeanor and gross misdemeanor cases which were tried to a successful verdict or in which defendant plead guilty after the jury was called.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Conviction rate	62%	69%	69%	69%

**Performance Objective:** Represent the interests of the public by holding offenders accountable through fair and effective prosecution and enforcement.

**Performance Indicator:** Total number of misdemeanor and gross misdemeanor cases taken to a jury trial.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
# of cases taken to trial	34	56	60	60

**Performance Objective:** Manage all litigation with the CAO, identify the most significant cases, and prioritize resources to insure the litigation is handled effectively and efficiently.

**Performance Indicator:**

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Total litigation settlements and judgments	\$714,700	\$810,090	\$800,000	\$800,000
Concluded Cases	28	28	30	30
New Cases	42	39	40	40
Cases in which City Prevailed	15 (54%)	16 (57%)	15 (50%)	15 (50%)

**Performance Objective:** Screen, charge and manage criminal cases through disposition.

**Performance Indicator:**

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
	15,932	16,547	16,547	16,547

## 2008 Budget Plan

### 2008 Priorities

- Continue providing outstanding legal services to the Mayor, the City Council, & City departments on housing, development, licensing, zoning, labor & other governmental operations.
- Continue the office's long-term reorganization efforts in the Criminal Division by developing a management system that is purpose driven, accountable & effective.
- In December of 2007 the State Trial Court Information System (TCIS) will be replaced by the Minnesota State Court Information System (MNCIS). In 2008, The CAO will fully integrate our criminal case management system (Legal Edge) with MNCIS.
- Focus on gathering & summarizing prosecution data so that management & front line prosecutors may be more effective in their work.
- Continue to support its Community Prosecution Program & encourage every attorney in the office to recognize & work toward our goal of making Saint Paul the most livable city in the nation.
- Re-organize clerical & legal assistant staff to ensure maximum efficiency, full utilization of skills and to provide as much support as possible for attorneys & crime victims.
- Update its domestic charging manual & set guidelines for case disposition. Goals of offender accountability & victim safety will be highlighted. Continue to revise office policies dealing with charging decisions to ensure efficient & uniform screening of cases.
- Continue its participation in the Praxis Audit & review all internal policies & protocols to ensure victim safety & offender accountability within the Domestic Unit.
- Continue to look for grant funding to meet the expanding needs of the Criminal Division.
- Further develop its volunteer internship & clerkship programs.
- Ensure all victims & witnesses are contacted & informed of their rights.
- Work with the St. Paul Police Department & the Courts to reduce police overtime through more efficient management of resources.
- Continue emphasis on domestic abuse & elder abuse cases & fully support & consider expanding the Joint Prosecution Unit in collaboration with the Ramsey County Attorney's Office.
- Retain skilled & experienced civil litigation attorneys to provide quality legal representation to the City of St. Paul to reduce the need for outside counsel.
- Review & evaluate all civil litigation resolved during 2006 - 2007 & prepare written recommendations to assist departments with the development of acceptable resolutions which will support each department's overall goals & prevent similar litigation in the future.
- Continue to work toward diversifying the office to reflect the community we serve.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 proposed budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The City Attorney's proposed general fund budget for 2008 is \$6,015,776, an increase of \$242,852 from the 2007 adopted budget. Staffing levels for attorneys are maintained in this budget consistent with the priority for public safety. The funding for one attorney was shifted from the general fund to the special fund.

Through reprioritization, the CAO was able to contribute \$90,000 of its 2008 base budget to offset the cost of integrating the City's criminal case management system with the Minnesota State Court Information System (MNCIS), which is a necessary cost of prosecution. The estimated transition cost to MNCIS is approximately \$270,000. The CAO also proposes modest increases in the 2008 Continuance For Dismissal Program fine schedule to assist the City in paying for the balance of the 2008 MNCIS transition. Starting in 2009, this increased revenue would be available to assist the general fund. Ninety-three percent of the CAO's budget is for salaries. The CAO has focused on alleviating salary pressure in their budget by encouraging internal promotions and hiring entry level "associate attorneys" to replace retiring CAO attorneys.

The proposed special fund budget is \$1,104,652, and increase of \$131,598 from the 2007 adopted budget. This budget increases staff of 2.0 FTE (one Legal Assistant and one Attorney, which was transferred from the general fund). By charging the Department of Safety and Inspections for housing court prosecutions and civil legal advice in the code enforcement and problem property area, the CAO's budget will have less reliance on the general fund.

The proposed budget for the CAO reflects the office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the General (or Special) Fund Highlights.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the City Attorney's Office budget and recommendation as proposed by the Mayor, and approved the following changes:

- Reduced Continuance for Dismissal revenue projections by \$75,000 to reflect anticipated trend



# **Spending Reports**

# City Attorney

Department/Office Director: **JOHN J CHOI**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	5,318,128	5,616,443	5,772,924	6,015,776	6,015,776		242,852
025 CITY ATTORNEY:OUTSIDE SERVICES FUND	923,129	1,037,511	973,054	1,104,652	1,104,652		131,598
Total Spending by Unit	<b>6,241,258</b>	<b>6,653,954</b>	<b>6,745,978</b>	<b>7,120,428</b>	<b>7,120,428</b>	<b>0</b>	<b>374,450</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	4,275,306	4,516,313	4,756,551	4,936,632	4,936,632		180,081
SERVICES	474,827	562,857	416,882	501,633	501,633		84,751
MATERIALS AND SUPPLIES	135,861	80,643	73,453	74,197	74,197		744
EMPLOYER FRINGE BENEFITS	1,354,572	1,413,455	1,445,464	1,541,497	1,541,497		96,033
MISC TRANSFER CONTINGENCY ETC	691	80,686	53,628	66,469	66,469		12,841
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS							
Total Spending by Object	<b>6,241,258</b>	<b>6,653,954</b>	<b>6,745,978</b>	<b>7,120,428</b>	<b>7,120,428</b>	<b>0</b>	<b>374,450</b>
Percent Change from Previous Year		<b>6.6%</b>	<b>1.4%</b>	<b>5.6%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>5.6%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	5,318,128	5,616,443	5,772,924	6,015,776	6,015,776		242,852
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE							
FEES, SALES AND SERVICES	785,751	883,920	973,054	1,104,652	1,104,652		131,598
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	75,600	73,946					
TRANSFERS	14,911	20,000					
FUND BALANCES							
Total Financing by Object	<b>6,194,390</b>	<b>6,594,309</b>	<b>6,745,978</b>	<b>7,120,428</b>	<b>7,120,428</b>	<b>0</b>	<b>374,450</b>
Percent Change from Previous Year		<b>6.5%</b>	<b>2.3%</b>	<b>5.6%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>5.6%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **04 CITY ATTORNEY**  
 Division: **0401 CITY ATTORNEY**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: JOHN J CHOI

TO PROVIDE EFFECTIVE LEGAL REPRESENTATION TO ALL CITY DEPARTMENTS AND CLIENT ORGANIZATIONS TO ASSIST THEM AND THE CITY AS A WHOLE IN ACHIEVING POLICY GOALS; TO PROVIDE EFFECTIVE CRIMINAL PROSECUTION IN FURTHERANCE OF THE CITY'S PUBLIC SAFETY POLICIES AND OTHER ENFORCEMENT OBJECTIVES; AND TO PROVIDE RESOURCES AND SUPPORT TO THE LEGAL PROFESSIONALS IN ALL DIVISIONS SO THAT THE DUTIES AND RESPONSIBILITIES OF EACH OF THE DIVISIONS CAN BE FULFILLED.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount	2007 FTE/Amount	
<b><u>by Type of Expenditure</u></b>													
SALARIES	3,607,568	3,830,843	4,109,282	4,206,071	96,789	2.4%							
SERVICES	440,573	528,059	357,976	436,725	78,749	22.0%							
MATERIALS AND SUPPLIES	125,992	59,781	54,793	55,537	744	1.4%							
EMPLOYER FRINGE BENEFITS	1,143,996	1,197,760	1,248,873	1,315,443	66,570	5.3%							
MISC TRANSFER CONTINGENCY ETC			2,000	2,000									
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS													
Division Total	<b>5,318,128</b>	<b>5,616,443</b>	<b>5,772,924</b>	<b>6,015,776</b>	<b>242,852</b>	<b>4.2%</b>							
<b><u>by Activity</u></b>													
00200 CITY ATTORNEY-GENERAL OPERATIONS	5,318,128	5,616,443	5,772,924	6,015,776	242,852	4.2%	57.7	59.3	59.3	4,109,282	58.3	4,206,071	-1.0 96,789
Division Total	<b>5,318,128</b>	<b>5,616,443</b>	<b>5,772,924</b>	<b>6,015,776</b>	<b>242,852</b>	<b>4.2%</b>	<b>57.7</b>	<b>59.3</b>	<b>59.3</b>	<b>4,109,282</b>	<b>58.3</b>	<b>4,206,071</b>	<b>-1.0 96,789</b>
Percent Change from Previous Year		<b>5.6%</b>	<b>2.8%</b>				<b>2.8%</b>	<b>0.0%</b>				<b>-1.7%</b>	<b>2.4%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **025 CITY ATTORNEY:OUTSIDE SERVICES FUND**Department: **04 CITY ATTORNEY**

Fund Manager: JOHN J CHOI

Department Director: JOHN J CHOI

Fund Purpose:

TO REIMBURSE THE CITY FOR SALARY, FRINGE BENEFITS AND CENTRAL SERVICE COSTS FOR CITY ATTORNEY STAFF PROVIDING SERVICES TO OUTSIDE PUBLIC AGENCIES AND AUTHORITIES AND TO THE COMMUNITY COURT PROGRAM.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	667,738	685,470	647,269	730,561	83,292	12.9%								
SERVICES	34,255	34,797	58,906	64,908	6,002	10.2%								
MATERIALS AND SUPPLIES	9,870	20,862	18,660	18,660										
EMPLOYER FRINGE BENEFITS	210,577	215,695	196,591	226,054	29,463	15.0%								
MISC TRANSFER CONTINGENCY ETC	691	80,686	51,628	64,469	12,841	24.9%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	923,129	1,037,511	973,054	1,104,652	131,598	13.5%								
<b>by Activity</b>														
10200 CITY ATTORNEY - OUTSIDE SERVICES	873,893	1,018,735	973,054	1,104,652	131,598	13.5%	8.5	8.5	7.5	647,269	9.5	730,561	2.0	83,292
10202 CITY ATTORNEY FEDERAL GRANTS	14,911	18,775	0	0			0.6	0.4	0.0	0	0.0	0		
10204 CAO - COMMUNITY OUTREACH/PROSECUT	34,325													
Fund Total	923,129	1,037,511	973,054	1,104,652	131,598	13.5%	9.1	8.9	7.5	647,269	9.5	730,561	2.0	83,292
Percent Change from Previous Year		12.4%	-6.2%				-2.2%	-15.7%				26.7%	12.9%	

# **Financing Reports**

## Financing by Major Object Code

Department: **04 CITY ATTORNEY**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4075	CONTINUANCE FOR DISMISSAL	729,387	849,544	1,142,640	1,237,640	95,000
4099	FEES - N.O.C.	12,051	16,178	25,000	25,000	
4306	DUPLICATING -XEROX-MULTILIT-ETC.	1,173	1,117	1,300	1,300	
4325	REIMBURSEMENT FOR INVESTIGATION	753	3,107			
<b>FEES, SALES AND SERVICES</b>		743,364	869,946	1,168,940	1,263,940	95,000
6904	CONFISCATED MONEY	10,678	8,049	830	830	
6908	DAMAGE CLAIM RECOVERY FROM OTHERS	30				
6914	REFUNDS - JURY DUTY PAY	60				
6917	REFUNDS - OVERPAYMENTS		100			
6927	OTHER AGENCY SHARE OF COST	3,926				
6961	REIMBURSEMENTS - FRANCHISE EXPENSES	26,000				
<b>MISCELLANEOUS REVENUE</b>		40,694	8,149	830	830	0
7303	TRANSFER FROM INTERNAL SERVICE FUND		80,000			
7305	TRANSFER FROM SPECIAL REVENUE FUND	10,000	10,000	60,305	64,469	4,164
<b>TRANSFERS</b>		10,000	90,000	60,305	64,469	4,164
Fund Total		794,058	968,095	1,230,075	1,329,239	99,164

## Financing by Major Object Code

Department: **04 CITY ATTORNEY**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3490 OTHER STATE AIDS					
<b>INTERGOVERNMENTAL REVENUE</b>	0	0	0	0	0
4301 NORMAL ACTIVITY SERVICES	143,313	153,956	159,305	164,022	4,717
4329 SERVICES TO PUBLIC HOUSING AGENCY	193,250	215,914	222,970	167,998	-54,972
4331 SERVICES FOR HRA REVENUE BONDS	290,039	307,335	325,979	339,911	13,932
4398 SERVICES - SPECIAL PROJECTS	15,614	38,955	42,645	45,335	2,690
4399 SERVICES N.O.C.	143,535	167,760	222,155	387,386	165,231
<b>FEES, SALES AND SERVICES</b>	785,751	883,920	973,054	1,104,652	131,598
6917 REFUNDS - OVERPAYMENTS		67			
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	75,600	73,879			
<b>MISCELLANEOUS REVENUE</b>	75,600	73,946	0	0	0
7305 TRANSFER FROM SPECIAL REVENUE FUND	14,911	20,000			
<b>TRANSFERS</b>	14,911	20,000	0	0	0
9830 USE OF FUND BALANCE					
9831 CONTRIBUTION TO FUND BALANCE					
<b>FUND BALANCES</b>	0	0	0	0	0
Fund Total	876,262	977,866	973,054	1,104,652	131,598

<b><u>Department Total</u></b>	<b><u>1,670,320</u></b>	<b><u>1,945,961</u></b>	<b><u>2,203,129</u></b>	<b><u>2,433,891</u></b>	<b><u>230,762</u></b>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>04</b>	<b>CITY ATTORNEY</b>					
00200	CITY ATTORNEY-GENERAL OPERATIONS	794,058	968,095	1,230,075	1,329,239	99,164
	<b>Department Total</b>	<b>794,058</b>	<b>968,095</b>	<b>1,230,075</b>	<b>1,329,239</b>	<b>99,164</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	743,364	869,946	1,168,940	1,263,940	95,000
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	40,694	8,149	830	830	
	TRANSFERS	10,000	90,000	60,305	64,469	4,164
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>794,058</b>	<b>968,095</b>	<b>1,230,075</b>	<b>1,329,239</b>	<b>99,164</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **025 CITY ATTORNEY:OUTSIDE SERVICES FUND**

Fund Manager: JOHN J CHOI

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS IS AN INTERGOVERNMENTAL FUND. REVENUES COME FROM CHARGES TO INDEPENDENT AGENCIES LIKE THE PORT AUTHORITY, PUBLIC HOUSING AGENCY AND HRA AS WELL AS SAFETY AND INSPECTIONS IN ORDER TO RECOVER COSTS OF PROVIDING CITY ATTORNEY SERVICES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>04</b>	<b>CITY ATTORNEY</b>					
10200	CITY ATTORNEY - OUTSIDE SERVICES	861,351	957,866	973,054	1,104,652	131,598
10202	CITY ATTORNEY FEDERAL GRANTS	14,911	20,000			
	<b>Department Total</b>	<b>876,262</b>	<b>977,866</b>	<b>973,054</b>	<b>1,104,652</b>	<b>131,598</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	785,751	883,920	973,054	1,104,652	131,598
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	75,600	73,946			
	TRANSFERS	14,911	20,000			
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>876,262</b>	<b>977,866</b>	<b>973,054</b>	<b>1,104,652</b>	<b>131,598</b>



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
04	CITY ATTORNEY					
0401	CITY ATTORNEY					
	00200 CITY ATTORNEY-GENERAL OPERATIONS	57.7	59.3	59.3	58.3	-1.0
	<b>Division Total</b>	<b>57.7</b>	<b>59.3</b>	<b>59.3</b>	<b>58.3</b>	<b>-1.0</b>
	<b>Department Total</b>	<b>57.7</b>	<b>59.3</b>	<b>59.3</b>	<b>58.3</b>	<b>-1.0</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

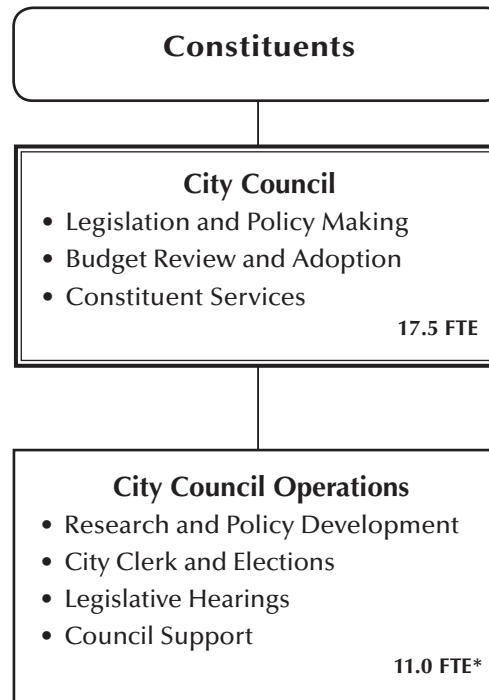
**SPECIAL FUNDS**

Department			2005	2006	2007	2008	Change from
Division	Activity		Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
04	CITY ATTORNEY						
0401	CITY ATTORNEY						
	10200	CITY ATTORNEY - OUTSIDE SERVICES	8.5	8.5	7.5	9.5	2.0
	10202	CITY ATTORNEY FEDERAL GRANTS	0.6	0.4			0.0
		<b>Division Total</b>	<b>9.1</b>	<b>8.9</b>	<b>7.5</b>	<b>9.5</b>	<b>2.0</b>
		<b>Department Total</b>	<b>9.1</b>	<b>8.9</b>	<b>7.5</b>	<b>9.5</b>	<b>2.0</b>



# 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 FTEs in City Clerk's Office

**(Total 28.5 FTEs)**

1/10/08

# About the Saint Paul City Council

## What We Do (Description of Services)

- The City Council Department was reorganized during 2007 to include the City Clerk's Department. The City Clerk's Department is now presented as a division of the City Council Department.
- The City Council Division makes legislative, policy, budget approval, and performance auditing decisions for the City of Saint Paul. There are seven members on the City Council. Councilmembers are elected by wards to serve four year terms. The current terms end on December 31, 2011.
- In its decision making roles, the City Council actively involves citizens through hearings and weekly public meetings. The meetings are seen live on Cable TV and via webcast.
- Customer service has been improved with the introduction of a new web service that allows the public to review resolutions, ordinances and reports on the published City Council agenda prior to the meeting.
- The City Council also serves 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
- Publish and codify ordinances.
- Publish public hearing notices and miscellaneous council actions.
- Administer legal documents and follow city and state laws to ensure compliance by the city, including, but not inclusive of the following: appeals, claims, petitions, summons, and statements of economic interest.
- Perform simple and complex forms of research.
- Act as the Responsible Authority for Data Practices Act requests.
- City contact for records retention schedule.
- Administer the oath of office and maintain custody of the city seal.
- Oversee the election contract and act as the city liaison to the Ramsey County Elections Office.
- Submit council documents to Ramsey County and the State of Minnesota as required.

## 2006-2007 Accomplishments

- City Council considered 1,168 agenda items in 2006.
- Council Research and Operations offered a full-range of background analyses and research for legislative and policy decisions.
- Legislative Hearing Officer conducted hearings on more than 500 matters, including assessments, license applications, and nuisance issues.
- Chief Budget Analyst supported the City Council's budget review process and completed fiscal analyses on financial plans.
- Management of the Community Organizational Partnership Program (COPP), provided services to citizens through a network of 45 contracts with local non-profits.
- Agendas and minutes for each City Council meeting were prepared and published; supporting documentation for the agenda was provided on the website.
- The City Clerk's office now reports to the City Council; all functions were moved to the Council offices; efficiencies between the two offices have been achieved.
- Monthly Council Matters cable TV programs were broadcast and policy issue specific videos were produced.
- The Ad Hoc Legislative Committee was staffed.
- Sustainable Saint Paul Committee was convened.
- The City Council served as mentors for a National Urban Fellow.
- Successfully moved the City Clerk office to the City Council Office suite while continuing to serve the public and other city departments; working with Council Operations to coordinate and consolidate functions within our offices; continuing to expand use of the imaging system to scan older documents; and redesigned the City Clerk's Office webpage.
- Authored initial Annual Report for Sustainable Saint Paul.

### Statistical Profile

- Considered 1,168 agenda items as part of the weekly City Council meetings and an additional 1,000 pages.
- Contracted with 45 local non-profits to provide services to citizens.
- Ward staff = 17.5 FTEs
- Council Operations: 10.0 FTEs\*
- \* includes 2 FTEs in City Clerk's Office
- TOTAL: 28.5 FTEs
- Published 200 ordinances and hearing notices
- Administered 710 legal documents including summons and claims

## Key Performance Measures

**Performance Objective:** Provide timely information to Councilmembers and the public including publication of documents.

**Performance Indicator:** Meetings conducted weekly

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of City Council meetings	45	48	48	48
Items considered at City Council meetings	1,212	1,168	1,500	1,300
Webcast meetings		48	48	48
Council Matters show	9	8	12	12
Documents needing publication	79	123	130	110
% of documents published	100%	100%	100%	100%
Ordinances codified	70	58	70	65

**Performance Objective:** Address issues of domestic violence, services for children, youth and families and other priorities through the Community Organization Partnership Program (COPP)

**Performance Indicator:** Provide appropriations consistent with issues prioritized

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Total number of contracts awarded	45	45	45	25

**Performance Objective:** Provide ongoing study of the City Charter, answer questions presented by the Charter Commission and evaluate composition of the City Council and City departments in light of the Charter

**Performance Indicator:** Frequency of meetings regarding the City Charter

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Charter Commission Meetings	8	10	10	9
Public Hearings	1	2	2	1
Charter Commission Committee Meetings	20	15	13	12

**Performance Objective:** Ad Hoc Legislative Advisory Committee: provide timely information regarding the state and federal legislative priorities for the City. Participate in strategic, regional collaborative efforts to set joint legislative agendas with the City of Minneapolis and Ramsey County

**Performance Indicator:** Number of Ad Hoc Legislative Advisory Committee meetings, outcomes after each state legislative and congressional session

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of Ad Hoc Legislative Advisory Committee Meetings held	12	7	8	8

## 2008 Budget Plan

### 2008 Priorities

- Exercise the legislative responsibilities for the City as provided by the City Charter.
- Function as the Housing and Redevelopment Authority, the Board of Health and the Library Board.
- Serve as a judicial body for appeals as specified by law.
- Determine policy direction for City's fiscal affairs and development plans.
- Perform the legislative oversight function through the conduct of policy analyses and performance audits.
- Oversee City franchises.
- Direct operations of the legislative branch of City government.
- Approve the budgets for all City departments, as well as the RiverCentre Authority, Saint Paul Regional Water Services, Housing and Redevelopment Authority, the Library Board and the tax levy for the Port Authority.
- Administer the COPP contracts.
- Research new technologies and companies to bring up to date the publishing and indexing of Council Proceedings books from 2001 to the present.
- Continue to digitally image past council proceedings to make better use of the imaging system and to expediate requests for these documents.
- Continue to research best practices for the functions of the City Clerk's Office to best preserve the City's historical data.
- Work with City Departments to ensure that all data practices requests are responded to within a timely and accurate manner, ensuring that our policies are updated and in compliance with state law.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The proposed budget for the City Council Offices for 2008 is \$2,694,690 in the general fund, which represents an increase of \$76,231, or 2.9% over the 2007 adopted budget. Even though the general fund budget increases, the budget reflects the elimination of a vacant position in order to accommodate anticipated growth, as indicated above, and a \$17,379 reduction. The general fund budget reflects the move of City Clerk personnel and functions to City Council Offices.

The special funds budget, as proposed, is \$81,044, which is \$5,029 more than the 2007 adopted budget.

The proposed budget for the City Council reflects the office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights for Fund 164.

#### Council Actions

The City Council adopted the City Council Offices budget and recommendations as proposed by the Mayor, and approved the following changes:

- Increase spending to support the National Urban Fellow Program.
- Provide additional funding for staff costs to provide centralized general support.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

- Move spending and financing for HRA Commissioner travel from the HRA budget to Council's general fund budget.

The 2008 adopted budget is \$2,298,414 for the general fund and \$81,044 for special funds, which includes 28.1 FTEs in the general fund and .4 FTEs in special funds.



# **Spending Reports**

# City Council

Department/Office Director: **GERTRUDE S MOLONEY**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	2,193,535	2,355,730	2,316,057	2,694,690	2,798,414	103,724	482,357
724 PUBLIC UTILITIES INVESTIGATION FUND	62,005	79,809	76,015	81,044	81,044		5,029
Total Spending by Unit	<b>2,255,540</b>	<b>2,435,539</b>	<b>2,392,072</b>	<b>2,775,734</b>	<b>2,879,458</b>	<b>103,724</b>	<b>487,386</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	1,532,727	1,612,186	1,658,314	1,833,173	1,885,295	52,122	226,981
SERVICES	195,061	155,741	145,258	299,315	334,315	35,000	189,057
MATERIALS AND SUPPLIES	34,614	22,687	40,609	35,101	35,101		-5,508
EMPLOYER FRINGE BENEFITS	469,191	503,690	523,429	582,983	599,585	16,602	76,156
MISC TRANSFER CONTINGENCY ETC	23,947	133,476	24,462	25,162	25,162		700
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS		7,759		0	0		
Total Spending by Object	<b>2,255,540</b>	<b>2,435,539</b>	<b>2,392,072</b>	<b>2,775,734</b>	<b>2,879,458</b>	<b>103,724</b>	<b>487,386</b>
Percent Change from Previous Year		<b>8.0%</b>	<b>-1.8%</b>	<b>16.0%</b>	<b>3.7%</b>	<b>3.7%</b>	<b>20.4%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	2,193,535	2,355,730	2,316,057	2,694,690	2,798,414	103,724	482,357
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE							
FEES, SALES AND SERVICES	71,980	84,107	74,945	81,044	81,044		6,099
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE							
TRANSFERS							
FUND BALANCES			1,070				-1,070
Total Financing by Object	<b>2,265,515</b>	<b>2,439,837</b>	<b>2,392,072</b>	<b>2,775,734</b>	<b>2,879,458</b>	<b>103,724</b>	<b>487,386</b>
Percent Change from Previous Year		<b>7.7%</b>	<b>-2.0%</b>	<b>16.0%</b>	<b>3.7%</b>	<b>3.7%</b>	<b>20.4%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **01 CITY COUNCIL**  
 Division: **0101 CITY COUNCIL DIVISION**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: GERTRUDE S MOLONEY

THE CITY COUNCIL IS THE CHIEF LEGISLATIVE, POLICY-MAKING AND BUDGET APPROVAL BODY FOR THE CITY, AND CONSISTS OF 7 MEMBERS ELECTED TO REPRESENT THEIR DISTRICTS AND TO GOVERN THE CITY AS A WHOLE IN COOPERATION WITH THE MAYOR. THE COUNCIL EXISTS TO PROVIDE FOR THE HEALTH, WELFARE, SAFETY, ECONOMIC OPPORTUNITY, QUALITY OF LIFE, AND COMMON GOOD OF THE PEOPLE OF SAINT PAUL.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008		6.9%	2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	1,502,871	1,584,201	1,617,883	1,730,261	112,378	6.9%								
SERVICES	195,061	155,741	145,258	185,918	40,660	28.0%								
MATERIALS AND SUPPLIES	34,614	22,687	40,609	27,600	-13,009	-32.0%								
EMPLOYER FRINGE BENEFITS	460,004	494,829	510,807	544,429	33,622	6.6%								
MISC TRANSFER CONTINGENCY ETC	985	90,514	1,500	1,500										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS		7,759												
Division Total	2,193,535	2,355,730	2,316,057	2,489,708	173,651	7.5%								
<u>by Activity</u>														
00001 CITY COUNCIL LEGISLATIVE	2,193,535	2,355,730	2,316,057	2,489,708	173,651	7.5%	27.1	26.1	26.1	1,617,883	26.1	1,730,261	112,378	
Division Total	2,193,535	2,355,730	2,316,057	2,489,708	173,651	7.5%	27.1	26.1	26.1	1,617,883	26.1	1,730,261	0.0	112,378
Percent Change from Previous Year		7.4%	-1.7%				-3.7%	0.0%					0.0%	6.9%

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **01 CITY COUNCIL**  
 Division: **0103 CITY CLERK**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: SHARI A MOORE

THE CITY CLERK' S DIVISION PROMOTES DEMOCRACY BY PRESERVING AND RESEARCHING THE CITY'S LEGISLATIVE AND ELECTORAL HISTORY IN AN ACCURATE AND EFFICIENT MANNER.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior	Last Year	Adopted	Council Adopted		Authorized		Adopted	Council Adopted	2007
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent	FTE		FTE/Amount	FTE/Amount	FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES				111,046	111,046					
SERVICES				148,315	148,315					
MATERIALS AND SUPPLIES				7,501	7,501					
EMPLOYER FRINGE BENEFITS				41,144	41,144					
MISC TRANSFER CONTINGENCY ETC				700	700					
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS				0						
Division Total	0	0	0	308,706	308,706	0.0%				
<b><u>by Activity</u></b>										
00025 RECORDS MANAGEMENT				308,706	308,706				2.0	111,046
Division Total	0	0	0	308,706	308,706	0.0%			2.0	111,046
Percent Change from Previous Year		0.0%	0.0%							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **724 PUBLIC UTILITIES INVESTIGATION FUND**Department: **01 CITY COUNCIL**

Fund Purpose:

Fund Manager:

Department Director: GERTRUDE S MOLONEY

TO ACCOUNT FOR ADMINISTRATION PROCEEDS FROM DISTRICT ENERGY AND ENERGY PARK TO BE USED FOR CITY RATE INVESTIGATION EXPENSES.

		Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)								
		2005	2006	2007	2008		2005	2006	2007	2008		Change from			
		2nd Prior	Last Year	Adopted	Council Adopted		Authorized		Adopted	Council Adopted		2007			
		Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent	FTE		FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>															
SALARIES		29,856	27,985	40,431	43,988	3,557	8.8%								
SERVICES					82	82									
MATERIALS AND SUPPLIES															
EMPLOYER FRINGE BENEFITS		9,187	8,862	12,622	14,012	1,390	11.0%								
MISC TRANSFER CONTINGENCY ETC		22,962	42,962	22,962	22,962										
DEBT															
STREET SEWER BRIDGE ETC IMPROVEMENT															
EQUIPMENT LAND AND BUILDINGS															
Spending Total		62,005	79,809	76,015	81,044	5,029	6.6%								
<b>by Activity</b>															
50200 UTILITIES RATE INVESTIGATION ADMIN		62,005	79,809	76,015	81,044	5,029	6.6%	0.6	0.6	0.6	40,431	0.6	43,988	3,557	
Fund Total		62,005	79,809	76,015	81,044	5,029	6.6%	0.6	0.6	0.6	40,431	0.6	43,988	0.0	3,557
Percent Change from Previous Year			28.7%	-4.8%				0.0%	0.0%				0.0%	8.8%	

# City Clerk

Department/Office Director: **SHARI A MOORE**

		2005	2006	2007	2008	2008	Change from	
		2nd Prior	Last Year	Adopted	Mayor's	Council	Mayor's	2007
		Exp. & Enc.	Exp. & Enc.		Proposed	Adopted	Proposed	Adopted
<b><u>Spending By Unit</u></b>								
001	GENERAL FUND	695,278	534,010	302,402	0	0		-302,402
	Total Spending by Unit	<b>695,278</b>	<b>534,010</b>	<b>302,402</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-302,402</b>
<b><u>Spending By Major Object</u></b>								
	SALARIES	322,680	298,589	108,097	0	0		-108,097
	SERVICES	196,745	129,185	146,284	0	0		-146,284
	MATERIALS AND SUPPLIES	13,871	16,381	6,589				-6,589
	EMPLOYER FRINGE BENEFITS	114,442	89,750	39,508	0	0		-39,508
	MISC TRANSFER CONTINGENCY ETC	47,541	104	700				-700
	DEBT							
	STREET SEWER BRIDGE ETC IMPROVEMENT							
	EQUIPMENT LAND AND BUILDINGS			1,224				-1,224
	Total Spending by Object	<b>695,278</b>	<b>534,010</b>	<b>302,402</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-302,402</b>
	Percent Change from Previous Year		<b>-23.2%</b>	<b>-43.4%</b>	<b>-100.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-100.0%</b>
<b><u>Financing By Major Object</u></b>								
	GENERAL FUND	695,278	534,010	302,402	0	0		-302,402
	SPECIAL FUND							
	TAXES							
	LICENSES AND PERMITS							
	INTERGOVERNMENTAL REVENUE							
	FEES, SALES AND SERVICES							
	ENTERPRISE AND UTILITY REVENUES							
	MISCELLANEOUS REVENUE							
	TRANSFERS							
	FUND BALANCES							
	Total Financing by Object	<b>695,278</b>	<b>534,010</b>	<b>302,402</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-302,402</b>
	Percent Change from Previous Year		<b>-23.2%</b>	<b>-43.4%</b>	<b>-100.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-100.0%</b>

# **Financing Reports**

## Financing by Major Object Code

Department: **01 CITY COUNCIL**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4069	OFFICERS PER DIEM	630	70			
4076	SUBPOENA	30				
4098	APPLICATION FEE	1,325	2,575			
4306	DUPLICATING -XEROX-MULTIPLT-ETC.	46	39			
4331	SERVICES FOR HRA REVENUE BONDS					
<b>FEES, SALES AND SERVICES</b>		2,031	2,684	0	0	0
6914	REFUNDS - JURY DUTY PAY	120				
6917	REFUNDS - OVERPAYMENTS					
<b>MISCELLANEOUS REVENUE</b>		120	0	0	0	0
7302	TRANSFER FROM ENTERPRISE FUND	50,000				
7305	TRANSFER FROM SPECIAL REVENUE FUND	22,962	122,284			
7307	TRANSFER FROM TRUST FUND			22,962	22,962	
7399	TRANSFER FROM SPECIAL FUND			50,000	84,322	34,322
<b>TRANSFERS</b>		72,962	122,284	72,962	107,284	34,322
Fund Total		75,113	124,968	72,962	107,284	34,322

## Financing by Major Object Code

Department: **01 CITY COUNCIL**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4109 EXAMINATION FEE- M-CM	71,980	84,107	74,945	81,044	6,099
<b>FEES, SALES AND SERVICES</b>	71,980	84,107	74,945	81,044	6,099
9830 USE OF FUND BALANCE			1,070		-1,070
9831 CONTRIBUTION TO FUND BALANCE					
<b>FUND BALANCES</b>	0	0	1,070	0	-1,070
Fund Total	71,980	84,107	76,015	81,044	5,029

**Department Total**

**147,093**

**209,075**

**148,977**

**188,328**

**39,351**

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 001    GENERAL FUND

Fund Manager: MATTHEW G SMITH

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
01	CITY COUNCIL					
00001	CITY COUNCIL LEGISLATIVE	75,113	124,968	72,962	107,284	34,322
	Department Total	75,113	124,968	72,962	107,284	34,322
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	2,031	2,684			
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	120				
	TRANSFERS	72,962	122,284	72,962	107,284	34,322
	FUND BALANCES					
	Total Financing by Object	75,113	124,968	72,962	107,284	34,322

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 724 PUBLIC UTILITIES INVESTIGATION FUND

Fund Manager:

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

REVENUES ARE RECEIVED FROM THREE UTILITIES. ENERGY PARK UTILITY CO., DISTRICT HEATING DEVELOPMENT CO., AND DISTRICT ENERGY SERVICES, INC. BASED ON CONTRACTUAL AGREEMENTS. THE REVENUES ARE FEES TO REIMBURSE THE CITY FOR REGULATORY COSTS INCURRED BY THE CITY RELATED TO FRANCHISES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
01	CITY COUNCIL					
50200	UTILITIES RATE INVESTIGATION ADMIN	71,980	84,107	76,015	81,044	5,029
	Department Total	71,980	84,107	76,015	81,044	5,029
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	71,980	84,107	74,945	81,044	6,099
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES			1,070		-1,070
	Total Financing by Object	71,980	84,107	76,015	81,044	5,029



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department			2005	2006	2007	2008	Change from
Division	Activity		Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
01	CITY COUNCIL						
0101	CITY COUNCIL DIVISION						
	00001	CITY COUNCIL LEGISLATIVE	27.1	26.1	26.1	26.1	0.0
		<b>Division Total</b>	<b>27.1</b>	<b>26.1</b>	<b>26.1</b>	<b>26.1</b>	<b>0.0</b>
0103	CITY CLERK						
	00025	RECORDS MANAGEMENT				2.0	2.0
		<b>Division Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>2.0</b>
		<b>Department Total</b>	<b>27.1</b>	<b>26.1</b>	<b>26.1</b>	<b>28.1</b>	<b>2.0</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

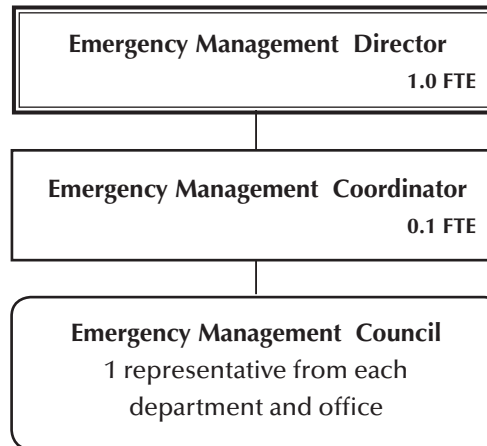
**SPECIAL FUNDS**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
01	CITY COUNCIL					
0110	UTILITIES RATE INVESTIGATION					
	50200 UTILITIES RATE INVESTIGATION ADMIN	0.6	0.6	0.6	0.6	0.0
	<b>Division Total</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.0</b>
	<b>Department Total</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.0</b>



# 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.*



(Total 1.1 FTEs)

8/13/07

## About Emergency Management

### What We Do (Description of Services)

The 2008 proposed budget recommends the establishment of a new executive office of Emergency Management to direct and coordinate homeland security and emergency management programs and activities among all City Departments and Offices.

The department is one of the federally defined public safety response disciplines, and is responsible for the following:

- Analyze risks and assess threats posed by natural, man-made, technological, and terrorist hazards.
- Develop and implement plans, secure resources, conduct training, and build response partnerships to correct deficiencies in city capabilities, readiness, and resources.
- Direct the development and implementation of emergency and contingency plans for: the mitigation and prevention of natural, technological, man-made, and terrorist threats and hazards; city-wide preparedness efforts and protective measures; disaster response actions; continuity of essential operations; and disaster recovery and restoration actions.
- Coordinate regional, state, and federal homeland security and emergency management grants applications and program implementation.
- Coordinate the development and implementation of mutual aid agreements, Emergency Management Assistance Compact agreements, and resource management systems to support the prompt, efficient, and safe delivery and receipt of resources during times of emergencies or disaster.
- Maintain and operate the City's Emergency Operations Center, and coordinate citywide response and recovery actions during and following an emergency or disaster.
- Alert and notify the public of impending emergencies or disasters, and provide direction and instructions to the public during emergency or disaster situations.
- Promote civic, corporate, family, and personal disaster preparedness and participation activities.
- Implement federal, state and regional emergency management and homeland security mandates, strategies, and program requirements citywide.

### 2006-2007 Accomplishments

Emergency Management operated with a part time staff as a division within the Department of Fire and Safety Services until April 2007, and since then as a "direct report" to the Mayor's Office with a one person staff. We are proud of the following accomplishments since January 2006:

- Submission of competitive grant applications and receipt of nearly \$1.5 million in federal and state homeland security grants funding and equipment.
- Completion and formal adoption of the City's all hazard Disaster Mitigation Plan, which: assesses the risks posed by natural, man-made, and technological hazards; identifies prevention and mitigation actions; and prioritizes citywide actions to reduce and eliminate threats to the City.
- Formation of the Saint Paul Emergency Management Council - a contingency planning group made up of representatives from all Departments and Offices.
- Completion of a supplement to the Saint Paul Emergency Operations Plan to address the pandemic influenza threat.
- Delivery of Personal and Family Preparation training to over 2800 City employees to stress pandemic influenza preparedness and personal/family all hazard preparations.
- Delivery of 43 classes on the National Incident Command System to certify 1,010 employees.
- Adoption of the National Incident Command System as the standardized system of managing disasters and major emergencies.
- Conducted two tabletop exercise for the Emergency Operations Center (EOC) team on pandemic influenza; 124 employees trained in EOC responsibilities and roles.

## Key Performance Measures

**Performance Objective:** Obtain federal/state funding support for citywide homeland security/emergency management projects  
**Performance Indicator:** Increase Saint Paul per capita funding of homeland security/emergency management to the national average or above.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
National per Capita funding level		\$5.50	\$5.00	\$5.00
St. Paul per capital funding level		\$5.30	\$5.40	\$5.80
Number of Grants applied for	5	6	7	8
Number of Grants received	5	6	7	8
Total grant Dollar amount received	\$754,750	\$1,489,608	\$1,500,000	\$1,630,000

**Performance Objective:** Improve readiness of city response personnel through training and exercise participation  
**Performance Indicator:** Certify at least 700 City response personnel in WMD awareness/response and Incident Command System courses and exercises

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of certification classes held		28	18	26
Number of personnel trained		3,990	360	550
Number of disaster/emergency exercises held	2	1	2	4
Number of exercise participants	134	60	140	200

**Performance Objective:** Increase citizen preparation for disaster through workshops, training & volunteer opportunities  
**Performance Indicator:** Provide quarterly workshops and training sessions & build a Citizen Corp program that provides opportunities to volunteer in Emg. Mgmt

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Personal/family preparation workshops				2
Personal/family training sessions				4
Number of citizen volunteers in Emg. Mgmt.			2	10

**Performance Objective:** Develop and implement citywide disaster prevention, readiness, response, & recovery plans  
**Performance Indicator:** Develop, review, revise, adopt and implement department-level procedures and formal, citywide disaster management plans

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Formal plans developed, revised, or adopted	1	1	2	2
Department-level procedures developed			3	6

**Performance Objective:** Improve ability to obtain disaster resources, personnel, and supplies in a timely manner during disasters  
**Performance Indicator:** Develop equipment/supply caches, build partnerships, and implement mutual aid agreements & compacts with other jurisdictions

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Equipment and Supply caches		1	1	3
Aid agreements/compacts implemented				3

## 2008 Budget Plan

### 2008 Priorities

- Pursue homeland security and emergency management grant funding, equipment donations, and other opportunities to improve citywide readiness for disaster.
- Conduct training and exercises for City departments and supporting agencies to improve citywide readiness and ability to respond and recover from disasters.
- Prepare for and support efforts to host the Republican National Convention, specifically focusing on the areas of Consequence Management and first responder activities.
- Conduct a comprehensive review and revision of the City's Emergency Operations Plan.
- Establish a Citizen Corps Council to oversee citizen preparedness and participation efforts in emergencies and disasters. Provide training and education outreach to citizens regarding family/personal disaster preparation. Build opportunities for citizen volunteers to participate in emergency management activities
- Establish mutual aid agreements with metropolitan area emergency management agencies, and enter into an agreement with the national Emergency Management Assistance Compact to improve the fast, efficient delivery of assistance to Saint Paul in times of disaster.

### Statistical Profile

- Management of almost \$1,500,000 in state/federal homeland security and emergency management grants.
- Trained over 3,800 employees.
- Held two formal exercises for the Emergency Operations Center.
- Development and adoption of two formal citywide disaster management plans.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The 2008 proposed general fund budget for Emergency Management is \$182,181, which is \$26,428 less than what was budgeted for 2007 within the Fire Department's Emergency Management general fund activity. This decrease in general fund spending is largely due to the fact that in 2008, Emergency Management will pay for part of a new staff member out of Fire Department special fund 510. Emergency Management's portion of the special fund budget is \$85,635, which is entirely funded by grant revenue. With the addition of a new staff member the department's total staffing level is two FTEs. Emergency Management's combined general and special fund budget is \$267,816.

The proposed budget for Emergency Management reflects the office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights.

#### Council Actions

The City Council adopted the Emergency Management budget and recommendations as proposed by the Mayor.

The 2008 adopted budget is \$182,181 for the general fund and \$85,635 for Emergency Management's share of Fire special fund 510. The general and special fund budgets include 2.0 FTEs.

# **Spending Reports**

# Office Of Emergency Management

Department/Office Director: **TIMOTHY M BUTLER**

		2005	2006	2007	2008	2008	Change from	
		2nd Prior	Last Year	Adopted	Mayor's	Council	Mayor's	2007
		Exp. & Enc.	Exp. & Enc.		Proposed	Adopted	Proposed	Adopted
<b><u>Spending By Unit</u></b>								
001	GENERAL FUND				182,181	182,181		182,181
	Total Spending by Unit	0	0	0	182,181	182,181	0	182,181
<b><u>Spending By Major Object</u></b>								
	SALARIES				103,668	103,668		103,668
	SERVICES				29,596	29,596		29,596
	MATERIALS AND SUPPLIES				15,867	15,867		15,867
	EMPLOYER FRINGE BENEFITS				33,050	33,050		33,050
	MISC TRANSFER CONTINGENCY ETC							
	DEBT							
	STREET SEWER BRIDGE ETC IMPROVEMENT							
	EQUIPMENT LAND AND BUILDINGS							
	Total Spending by Object				182,181	182,181	0	182,181
	Percent Change from Previous Year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b><u>Financing By Major Object</u></b>								
	GENERAL FUND				182,181	182,181		182,181
	SPECIAL FUND							
	TAXES							
	LICENSES AND PERMITS							
	INTERGOVERNMENTAL REVENUE							
	FEES, SALES AND SERVICES							
	ENTERPRISE AND UTILITY REVENUES							
	MISCELLANEOUS REVENUE							
	TRANSFERS							
	FUND BALANCES							
	Total Financing by Object	0	0	0	182,181	182,181	0	182,181
	Percent Change from Previous Year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **03 EXECUTIVE ADMINISTRATION**  
 Division: **0370 OFFICE OF EMERGENCY MANAGEMENT**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: TIMOTHY M BUTLER

TO PROVIDE CITYWIDE MANAGEMENT OF CRITICAL EMERGENCY SITUATIONS WHICH MAY IMPACT OVERALL CITY BUSINESS.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent	Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES				103,668	103,668					
SERVICES				29,596	29,596					
MATERIALS AND SUPPLIES				15,867	15,867					
EMPLOYER FRINGE BENEFITS				33,050	33,050					
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Division Total	0	0	0	182,181	182,181	0.0%				
<b><u>by Activity</u></b>										
00190 EMERGENCY MANAGEMENT				182,181	182,181				1.1	103,668
Division Total	0	0	0	182,181	182,181	0.0%			1.1	103,668
Percent Change from Previous Year		0.0%	0.0%							



# **Personnel Reports**

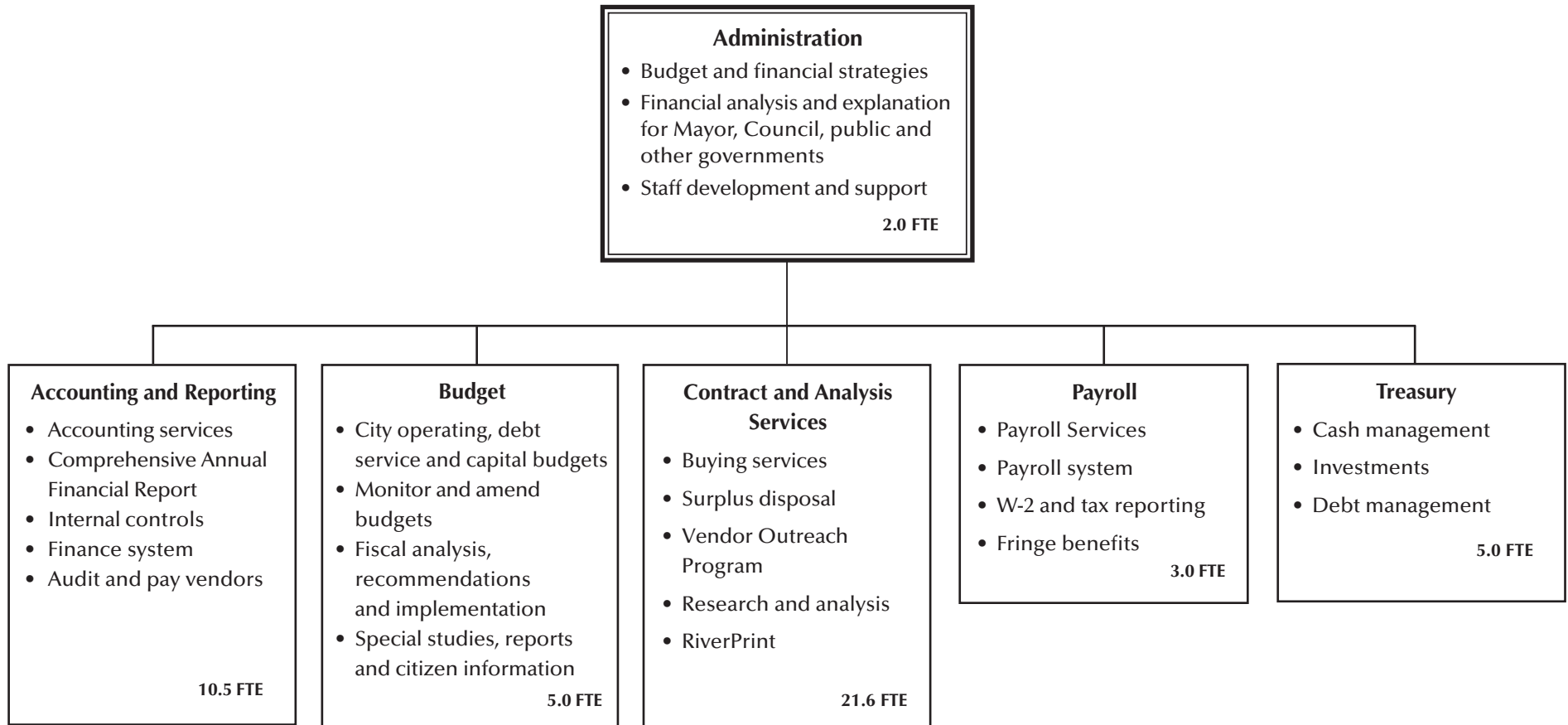
**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
<hr/>						
0370	OFFICE OF EMERGENCY MANAGEMENT					
0370	OFFICE OF EMERGENCY MANAGEMENT					
	00190 EMERGENCY MANAGEMENT				1.1	1.1
	-----					
	Division Total	0.0	0.0	0.0	1.1	1.1
	-----					
	Department Total	0.0	0.0	0.0	1.1	1.1
	-----					

# 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 47.1 FTEs)

## About the Office of Financial Services

### What We Do (Description of Services)

OFS plays a vital role in supporting the city's operations. During the year, OFS staff:

- Manage more than \$150 million in cash balances, investing them to earn a competitive rate of return, while guaranteeing the city can meet its cash needs.
- Ensure all financial transactions and accounting practices conform to generally accepted accounting principles, state law and city administrative code and policies.
- Ensure that 3,400 hardworking city employees receive their pay and benefits accurately and on time.
- Pay \$207 million annually to vendors who provide the city with goods and services, within 35 days of notice.
- Get the best price on over \$94 million worth of contracts for construction, goods and services.
- Sell city debt instruments at the lowest borrowing cost.
- Develop and implement balanced, financially-sound annual budgets.
- Provide competitive printing and mail preparation services.

### 2006-2007 Accomplishments

We're proud of the following 2006 and 2007 accomplishments:

- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Reporting.
- Maintained the city's AAA (Standard & Poor's) and Aa2 (Moody's) bond ratings.
- Developed and implemented balanced 2006 and 2007 operating, capital and debt budgets for the city.
- Worked collaboratively with Ramsey County and Saint Paul Public Schools to share information and contract for an actuarial valuation of the city's retiree health insurance liability.
- Maintained \$8 million in the City of Saint Paul's Socially Responsible Investment Fund.
- Launched and completed a Disparity Study of City and HRA contracting practices.
- Implemented remote printing of payroll registers; which eliminated printing in Central Payroll and distribution issues with delivery to non-courthouse locations.

### Statistical Profile

- City bond ratings: AAA and Aa2
- City tax rate has fallen by 27.1% from 2002-2007.
- 2006 year end General Fund balance as percent of 2007 budget: 16.3%
- Percent of payroll checks issued on time without errors: 99.9%
- Percent of vendor checks paid within 35 days of invoice date: 90%
- 2006 General Fund actual-to-budget spending as percentage of budget: 97.8%
- 2006 General Fund actual-to-budget revenues as percentage of budget: 99.2%

## Key Performance Measures

<b>Performance Objective:</b> Observe prudent budget and financial management policies to maintain fund balance within an acceptable range				
<b>Performance Indicator:</b> Fund balance as a percent of the next year's General Fund and Library expenditures—planned adopted budget actual at yr end				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected*</b>
Budget	18.62%	14.9%	16.3%	15.1%
Actual	19.7%	15.1%	16.3%	--

<b>Performance Objective:</b> Preserve the city's AAA and Aa2 bond ratings by promoting prudent financial, spending and reserve policies				
<b>Performance Indicator:</b> Bond rating outcomes				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Moody's	Aa2	Aa2	Aa2	Aa2
Standard & Poor's	AAA	AAA	AAA	AAA

<b>Performance Objective:</b> Ensure the integrity of citywide financial practices				
<b>Performance Indicator:</b> Receive an unqualified opinion from the State Auditor, which means that there are no significant audit findings				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Unqualified State Auditor Opinion	Yes	Yes	Yes	Yes

<b>Performance Objective:</b> Maximize returns on the city's portfolio, subject to the city's investment policy				
<b>Performance Indicator:</b> Average yield on city cash portfolio				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Benchmark	4.00	4.50	5.25	4.60
Actual	4.61	4.46	5.00	----

<b>Performance Objective:</b> City contracting reflects a representative share for women-owned, minority-owned and small business vendors				
<b>Performance Indicator:</b> City contracts awarded to women-owned, minority-owned and small business vendors				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Total Dollars to Certified Vendors	16,313,420	12,726,728	13,175,000	16,000,000
Utilization of City Total	14.03%	12.4%	15%	16%

\* The City fund balance policy, adopted in 2006 and refined during the 2007 budget process, requires the General Fund to maintain an unreserved fund balance of at least 15% of spending in the City's and Library's general funds. The fund balance represented above is both reserved *and* unreserved fund balance as a percentage of 2005, 2006, and 2007 and 2008 adopted spending.

## 2008 Budget Plan

### 2008 Priorities

- Provide the basic services that are at the core of the Office's mission, at continued high quality: financial accounting, management and reporting; budget development, implementation, and monitoring; contract services and vendor outreach; payroll system management and tax reporting; intergovernmental printing (RiverPrint); cash, investment, and debt management; and citywide financial planning, analysis, and management.
- Staff development and capacity building within OFS, including current skills inventory and future needs assessments to support staff development planning in recognition of recent and anticipated turnover, individualized development planning, and standardizing performance management tools and practices across the office.
- Improving city-wide financial management infrastructure, both 'hard' (technology) and 'soft' (staff capacity and work practices), including evaluation of the potential benefits of an integrated ERP System which includes Budget, Finance, Inventory, Payroll, HR, and Benefits functions, and standardizing city business processes, beginning with accounts payable.
- Special initiatives including leadership in the financial planning and management aspects of the 2008 Republican National Convention, completing work on the City/HRA Disparity Study and implementation of recommendations, and implementing *GASB 45–OPEB Other Post employment benefits* reporting requirements beginning with FY07.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The proposed 2008 General Fund budget of the Office of Financial Services (OFS) is \$2,002,716, which is \$70,634 (3.6%) more than the adopted 2007 budget. The department's base grew by \$98,338, or 5% (for the anticipated growth in salaries and fringes for 2008 inflation on services and goods and materials), and then was decreased by \$20,638 to reflect department suggested reductions.

The anticipated \$50 million federal security grant for the 2008 Republican National Convention is also reflected in the 2008 budget for Financial Services in special funds.

The remaining special fund budget is \$15,105,265, which is \$547,818 more than the 2007 adopted budget. This is due to:

- the adjustment in the approach to handling the City's Central Service Cost Allocation system (a \$569,280 increase),
- a change in the active transactions in the Internal Borrowing Fund (a decrease of \$256,500),
- removal of the one time 2007 budget for the disparity study,
- a one time replacement of equipment in RiverPrint, and
- an increase in the Capital Projects Ledger Fund to reflect the transfers to other funds for assessment revenues.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Office of Financial Services budget and recommendations as proposed by the Mayor.

The 2008 adopted budget is \$2,002,716 for the general fund, \$15,105,265 in special funds, and \$50,000,000 in federal security funding for the 2008 Republican National Convention. The general fund includes 16.6 FTEs, special funds include 28.4 FTEs, and debt funds include 2.1 FTEs, for 47.1 FTEs in total.



# **Spending Reports**

# Financial Services Office

Department/Office Director: **MATTHEW G SMITH**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	1,822,359	2,607,222	1,932,082	2,002,716	2,002,716		70,634
050 SPECIAL PROJECTS:GEN GOV ACCTS FUND	7,042,356	7,162,933	7,514,870	8,059,708	8,059,708		544,838
070 INTERNAL BORROWING FUND	526,077	2,847,297	732,500	476,000	476,000		-256,500
080 CITYWIDE MAJOR EVENTS			300,000	50,000,000	50,000,000		49,700,000
124 CONTRACT AND ANALYSIS SERVICES	861,091	957,488	1,329,954	1,048,121	1,048,121		-281,833
127 ST PAUL/RAMSEY COUNTY PRINT CENTRAL	1,298,716	1,226,730	1,664,811	1,771,757	1,771,757		106,946
165 OFS SPECIAL PROJECTS FUND	294,153		0	0	0		
802 CPL OPERATING FUND	3,392,534	3,703,552	3,315,312	3,749,679	3,749,679		434,367
Total Spending by Unit	<b>15,237,285</b>	<b>18,505,222</b>	<b>16,789,529</b>	<b>67,107,981</b>	<b>67,107,981</b>	<b>0</b>	<b>50,318,452</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	2,284,370	2,355,939	2,542,431	2,651,537	2,651,537		109,106
SERVICES	1,216,015	1,346,062	1,966,943	51,376,979	51,401,979	25,000	49,435,036
MATERIALS AND SUPPLIES	467,166	510,585	748,363	706,957	706,957		-41,406
EMPLOYER FRINGE BENEFITS	719,120	721,372	790,411	833,223	833,223		42,812
MISC TRANSFER CONTINGENCY ETC	8,294,907	11,983,016	8,633,881	9,688,285	9,663,285	-25,000	1,029,404
DEBT	526,077	422,297	707,500	451,000	451,000		-256,500
STREET SEWER BRIDGE ETC IMPROVEMENT	1,582,190	1,158,497	1,400,000	1,400,000	1,400,000		
EQUIPMENT LAND AND BUILDINGS	147,441	7,455	0	0	0		
Total Spending by Object	<b>15,237,285</b>	<b>18,505,222</b>	<b>16,789,529</b>	<b>67,107,981</b>	<b>67,107,981</b>	<b>0</b>	<b>50,318,452</b>
Percent Change from Previous Year		<b>21.4%</b>	<b>-9.3%</b>	<b>299.7%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>299.7%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	1,822,359	2,607,222	1,932,082	2,002,716	2,002,716		70,634
SPECIAL FUND							
TAXES	1,782,238	1,912,529	1,755,350	1,791,505	1,791,505		36,155
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE				50,015,000	50,015,000		50,015,000
FEES, SALES AND SERVICES	7,018,480	6,855,573	7,864,621	8,201,644	8,201,644		337,023
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	4,726,374	4,411,390	4,652,812	4,520,679	4,520,679		-132,133
TRANSFERS	183,546	789,726	326,939	18,577	18,577		-308,362
FUND BALANCES			257,725	557,860	557,860		300,135
Total Financing by Object	<b>15,532,997</b>	<b>16,576,440</b>	<b>16,789,529</b>	<b>67,107,981</b>	<b>67,107,981</b>	<b>0</b>	<b>50,318,452</b>
Percent Change from Previous Year		<b>6.7%</b>	<b>1.3%</b>	<b>299.7%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>299.7%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

Department: **03 EXECUTIVE ADMINISTRATION**

Division Manager: MATTHEW G SMITH

Division: **0303 FINANCIAL SERVICES OFFICE**

Division Mission:

THE MISSION OF THE OFFICE IS TO MANAGE THE CITY'S FINANCIAL RESOURCES AND ASSETS TO ENSURE TAXPAYERS' CONFIDENCE, THE ORGANIZATION'S EFFECTIVENESS AND THE CITY'S FISCAL INTEGRITY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	1,008,715	1,007,129	1,100,439	1,139,198	38,759	3.5%								
SERVICES	482,798	589,199	461,320	478,370	17,050	3.7%								
MATERIALS AND SUPPLIES	17,232	8,319	27,135	27,419	284	1.0%								
EMPLOYER FRINGE BENEFITS	313,615	312,301	342,188	357,229	15,041	4.4%								
MISC TRANSFER CONTINGENCY ETC		682,818	1,000	500	-500	-50.0%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS		7,455												
Division Total	1,822,359	2,607,222	1,932,082	2,002,716	70,634	3.7%								
<b>by Activity</b>														
00110 FINANCIAL SERVICES	1,351,020	2,064,776	1,473,056	1,516,907	43,851	3.0%	16.1	15.8	15.8	1,059,812	15.8	1,095,501	35,689	
00125 GASB 34 IMPLEMENTATION		88,787												
00130 PURCHASING SERVICES CITY	407,015	392,015	390,169	410,168	19,999	5.1%								
00135 VENDOR OUTREACH PROGRAM	64,325	61,644	68,857	75,641	6,784	9.9%	1.0	0.8	0.8	40,627	0.8	43,697	3,070	
Division Total	1,822,359	2,607,222	1,932,082	2,002,716	70,634	3.7%	17.1	16.6	16.6	1,100,439	16.6	1,139,198	0.0	38,759
Percent Change from Previous Year		43.1%	-25.9%				-2.9%	0.0%				0.0%	3.5%	

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **050 SPECIAL PROJECTS:GEN GOV ACCTS FUND**Department: **0303 FINANCIAL SERVICES OFFICE**

Fund Manager: RONALD G KLINE

Department Director: MATTHEW G SMITH

Fund Purpose:

TO ENABLE STAFF TO UNDERTAKE SPECIAL PROJECTS, ACTIVITIES AND STUDIES, OR EXECUTE GRANTS BENEFICIAL TO THE CITY AND THE ORGANIZATION. SPECIFICALLY, FOR THE NEXT BUDGET YEAR, TO PROVIDE FOR: 1) THE DISTRIBUTION OF THE HOTEL MOTEL TAX, 2) THE MAYOR'S SPECIAL EVENTS AND THE WINTER CARNIVAL DINNER, 3) THE ENFORCEMENT OF LOCAL AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS, 4) THE CITY'S "PREJUDICE ISN'T WELCOME" STRATEGY, 5) PROCESSING THE RECOVERY OF CENTRAL OVER HEAD COSTS FROM THE CITY'S SPECIAL FUNDS, 6) ASSESSING THE CDBG GRANT FOR ACCOUNTING SERVICES, 7) CASH MANAGEMENT SERVICE AND REPORTING, AND 8) THE ADMINISTRATION OF EMPLOYEE FLEXIBLE SPENDING ACCOUNTS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	260,932	285,524	289,878	322,443	32,565	11.2%								
SERVICES	311,967	302,803	314,096	321,521	7,425	2.4%								
MATERIALS AND SUPPLIES	1,402	6,802	58,175	67,670	9,495	16.3%								
EMPLOYER FRINGE BENEFITS	78,745	88,914	90,340	100,289	9,949	11.0%								
MISC TRANSFER CONTINGENCY ETC	6,389,310	6,478,891	6,762,381	7,247,785	485,404	7.2%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	7,042,356	7,162,933	7,514,870	8,059,708	544,838	7.3%								
<b>by Activity</b>														
30101 GOVERNMENT RESPONSIVENESS PROGRAM			150,000	75,000	-75,000	-50.0%								
30108 PROMOTE ST PAUL: CITY FNDG LEVERAGE	1,744,758	1,788,799	1,755,350	1,791,505	36,155	2.1%								
30116 CDBG ACCOUNTING SERVICE	15,196	16,257	16,939	18,577	1,638	9.7%	0.3	0.3	0.3	13,020	0.3	14,080		1,060
30117 CENTRAL SERVICE COST	4,727,727	4,801,195	5,022,486	5,591,766	569,280	11.3%	1.1	1.1	1.1	68,878	1.1	72,232		3,354
30120 TREASURY SPECIAL FISCAL SERVICES	554,675	556,682	570,095	582,860	12,765	2.2%	4.2	4.2	4.4	207,980	4.4	236,131		28,151
Fund Total	7,042,356	7,162,933	7,514,870	8,059,708	544,838	7.3%	5.6	5.6	5.8	289,878	5.8	322,443	0.0	32,565
Percent Change from Previous Year		1.7%	4.9%				0.0%	3.6%					0.0%	11.2%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **070 INTERNAL BORROWING FUND**  
 Department: **0303 FINANCIAL SERVICES OFFICE**  
 Fund Purpose:

Fund Manager: LORI J LEE  
 Department Director: MATTHEW G SMITH

TO MAKE INTERNAL LOANS TO OTHER DEPARTMENTS FOR CITY PROJECTS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008			2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Amount	Adopted Change/Percent		Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>											
SALARIES											
SERVICES											
MATERIALS AND SUPPLIES											
EMPLOYER FRINGE BENEFITS											
MISC TRANSFER CONTINGENCY ETC		2,425,000	25,000	25,000							
DEBT	526,077	422,297	707,500	451,000	-256,500 -36.3%						
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS											
Spending Total	<b>526,077</b>	<b>2,847,297</b>	<b>732,500</b>	<b>476,000</b>	<b>-256,500 -35.0%</b>						
<b><u>by Activity</u></b>											
10300 DISTRICT ENERGY ASSET	299,058	260,038	450,000	266,000	-184,000 -40.9%						
CONVERSION											
10301 UPPER LANDING INTERFUND LOAN	86,369	92,566	137,500	120,000	-17,500 -12.7%						
10302 HIGHLAND 18 RENOVATION	140,650	7,989	0	0							
10303 WEST MIDWAY LOAN		2,486,704	145,000	90,000	-55,000 -37.9%						
Fund Total	<b>526,077</b>	<b>2,847,297</b>	<b>732,500</b>	<b>476,000</b>	<b>-256,500 -35.0%</b>						<b>0.0 0</b>
Percent Change from Previous Year		<b>441.2%</b>	<b>-74.3%</b>								

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **080 CITYWIDE MAJOR EVENTS**Department: **0303 FINANCIAL SERVICES OFFICE**

Fund Purpose:

Fund Manager: MATTHEW G SMITH

Department Director: MATTHEW G SMITH

TO RECORD FINANCING AND SPENDING RELATED TO EVENTS IN THE CITY - LIKE NATIONAL CONVENTIONS, DISASTERS, ETC.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES			300,000	50,000,000	49,700,000 *****					
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	0	0	300,000	50,000,000	49,700,000 *****					
<b>by Activity</b>										
30401 REPUBLICAN NATIONAL CONVENTION			300,000		-300,000 -100.0%					
ADVANCE PLANNING										
30410 REPUBLICAN NATIONAL CONVENTION				50,000,000	50,000,000					
SECURITY PART 1										
Fund Total	0	0	300,000	50,000,000	49,700,000 *****				0.0	0
Percent Change from Previous Year		0.0%	0.0%							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **124 CONTRACT AND ANALYSIS SERVICES**Department: **0303 FINANCIAL SERVICES OFFICE**

Fund Manager: LINDA J CAMP

Department Director: MATTHEW G SMITH

Fund Purpose:

TO PROVIDE CONSULTING AND CENTRALIZED PURCHASING SERVICES FOR CITY AND COUNTY DEPARTMENTS, GOVERNMENTAL AGENCIES AND NON-PROFIT ORGANIZATIONS. TO HELP CUSTOMERS SECURE GREATER VALUE WHEN MAKING ACQUISITIONS BY PERFORMING PRODUCT RESEARCH, LIFE CYCLE COSTING, AND STANDARDIZATION OF SPECIFICATIONS. TO SUPPORT CITY AND COUNTY ECONOMIC DEVELOPMENT GOALS BY HELPING SMALL, FEMALE, HANDICAPPED AND MINORITY BUSINESSES TO PARTICIPATE IN THE BIDDING PROCESS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	585,923	629,142	668,826	698,177	29,351	4.4%								
SERVICES	71,483	119,354	388,069	89,387	-298,682	-77.0%								
MATERIALS AND SUPPLIES	7,704	12,187	19,700	23,668	3,968	20.1%								
EMPLOYER FRINGE BENEFITS	184,454	191,079	207,859	221,889	14,030	6.7%								
MISC TRANSFER CONTINGENCY ETC	5,961	5,726	45,500	15,000	-30,500	-67.0%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	5,566		0	0										
Spending Total	<b>861,091</b>	<b>957,488</b>	<b>1,329,954</b>	<b>1,048,121</b>	<b>-281,833</b>	<b>-21.2%</b>								
<b>by Activity</b>														
11250 CONTRACT AND ANALYSIS SERVICES	748,191	803,537	858,949	989,339	130,390	15.2%	11.0	11.0	11.0	591,572	12.0	662,496	1.0	70,924
11254 VENDOR OUTREACH/INTERGOV. INITIATIVES	29,483	44,075	57,310	58,782	1,472	2.6%	0.4	0.8	0.8	34,769	0.8	35,681		912
11255 ST PAUL RAMSEY CNTY SURPLUS DISPOSAL	65,421	48,709	103,195	0	-103,195	-100.0%	1.0	1.0	1.0	42,485			-1.0	-42,485
11256 ELECTRONIC GOVERNMENT SERVICES	17,996	1,168	10,500	0	-10,500	-100.0%								
11259 2007 DISPARITY STUDY		60,000	300,000	0	-300,000	-100.0%								
Fund Total	<b>861,091</b>	<b>957,488</b>	<b>1,329,954</b>	<b>1,048,121</b>	<b>-281,833</b>	<b>-21.2%</b>	<b>12.4</b>	<b>12.8</b>	<b>12.8</b>	<b>668,826</b>	<b>12.8</b>	<b>698,177</b>	<b>0.0</b>	<b>29,351</b>
Percent Change from Previous Year		<b>11.2%</b>	<b>38.9%</b>					<b>3.2%</b>	<b>0.0%</b>				<b>0.0%</b>	<b>4.4%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **127 ST PAUL/RAMSEY COUNTY PRINT CENTRAL**Department: **0303 FINANCIAL SERVICES OFFICE**

Fund Manager: JEFFREY PLUFF

Department Director: MATTHEW G SMITH

Fund Purpose:

TO RECORD REVENUE AND EXPENSES FOR PRINTING, PAPER SUPPLIES AND MAILING SERVICES TO CITY DEPARTMENTS, RAMSEY COUNTY, OUTSIDE AGENCIES AND COMMUNITY ORGANIZATIONS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		Change from 2007	2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount			
				Council	Adopted									
				Amount	Change/Percent									
<u>by Type of Expenditure</u>														
SALARIES	330,383	330,175	374,138	376,455	2,317	0.6%								
SERVICES	270,065	317,118	485,003	493,501	8,498	1.8%								
MATERIALS AND SUPPLIES	440,828	482,215	639,353	584,700	-54,653	-8.5%								
EMPLOYER FRINGE BENEFITS	110,406	96,471	116,317	117,101	784	0.7%								
MISC TRANSFER CONTINGENCY ETC	3,616		50,000	200,000	150,000	300.0%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT	1,543	751												
EQUIPMENT LAND AND BUILDINGS	141,875		0	0										
Spending Total	1,298,716	1,226,730	1,664,811	1,771,757	106,946	6.4%								
<u>by Activity</u>														
16002 RIVERPRINT SERVICES	1,096,799	1,078,617	1,384,365	1,546,129	161,764	11.7%	6.9	7.0	7.0	345,689	7.0	342,813	-2,876	
16003 PAPER SALES & DELIVERY	201,918	148,113	280,446	225,628	-54,818	-19.5%	0.4	1.0	1.0	28,449	1.0	33,642	5,193	
Fund Total	1,298,716	1,226,730	1,664,811	1,771,757	106,946	6.4%	7.3	8.0	8.0	374,138	8.0	376,455	0.0	2,317
Percent Change from Previous Year		-5.5%	35.7%					9.6%	0.0%			0.0%	0.6%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **802 CPL OPERATING FUND**Department: **0303 FINANCIAL SERVICES OFFICE**

Fund Purpose:

Fund Manager: JOAN RUTTEN

Department Director: MATTHEW G SMITH

TO RECORD ASSESSMENTS FOR IMPROVEMENTS SUCH AS SIDEWALKS, STREETS, TREES, AND SUMMARY ABATEMENTS. TRANSFERS ARE THEN MADE TO THE INDIVIDUAL PROJECTS WHERE THE EXPENDITURES ARE INCURRED. THE FUND BALANCE IS DEDICATED FOR THE PAYMENT OF ASSESSMENT OBLIGATIONS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		Change from 2007	2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007		
				Council Adopted						Council Adopted				
				Amount	Change/Percent					FTE/Amount	FTE/Amount			
<u>by Type of Expenditure</u>														
SALARIES	99,795	103,969	109,150	115,264	6,114	5.6%								
SERVICES	17,515	17,588	18,455	19,200	745	4.0%								
MATERIALS AND SUPPLIES		1,061	4,000	3,500	-500	-12.5%								
EMPLOYER FRINGE BENEFITS	31,336	32,607	33,707	36,715	3,008	8.9%								
MISC TRANSFER CONTINGENCY ETC	1,663,242	2,390,581	1,750,000	2,175,000	425,000	24.3%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT	1,580,647	1,157,746	1,400,000	1,400,000										
EQUIPMENT LAND AND BUILDINGS														
Spending Total	3,392,534	3,703,552	3,315,312	3,749,679	434,367	13.1%								
<u>by Activity</u>														
60002 CPL OPERATING	3,392,534	3,703,552	3,315,312	3,749,679	434,367	13.1%	1.8	1.8	1.8	109,150	1.8	115,264		6,114
Fund Total	3,392,534	3,703,552	3,315,312	3,749,679	434,367	13.1%	1.8	1.8	1.8	109,150	1.8	115,264	0.0	6,114
Percent Change from Previous Year		9.2%	-10.5%					0.0%	0.0%				0.0%	5.6%



# **Financing Reports**

## Financing by Major Object Code

Department: **0303FINANCIAL SERVICES OFFICE**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4057	GARNISHMENT	965	630	750	700	-50
4399	SERVICES N.O.C.		4,849	2,750	2,750	
<b>FEES, SALES AND SERVICES</b>		965	5,479	3,500	3,450	-50
6602	INTEREST ON INVESTMENTS					
6831	COMMISSIONS - TELEPHONE	3,497	2,602			
6839	COMMISSIONS - N.O.C.			22,000	22,000	
6905	CONTRIB. & DONATIONS - OUTSIDE	200				
6914	REFUNDS - JURY DUTY PAY	60				
6917	REFUNDS - OVERPAYMENTS		4,372			
<b>MISCELLANEOUS REVENUE</b>		3,757	6,974	22,000	22,000	0
7302	TRANSFER FROM ENTERPRISE FUND					
7303	TRANSFER FROM INTERNAL SERVICE FUND			25,000	25,000	
7304	TRANSFER FROM DEBT SERVICE FUND			19,352	19,352	
<b>TRANSFERS</b>		0	0	44,352	44,352	0
Fund Total		4,722	12,453	69,852	69,802	-50

## Financing by Major Object Code

Department: **0303FINANCIAL SERVICES OFFICE**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
1035 EXCESS TAX INCREMENTS					
1401 HOTEL AND MOTEL	1,782,238	1,912,529	1,755,350	1,791,505	36,155
<b>TAXES</b>	1,782,238	1,912,529	1,755,350	1,791,505	36,155
3099 OTHER FED DIRECT GRANTS-IN-AID				50,000,000	50,000,000
3490 OTHER STATE AIDS				15,000	15,000
<b>INTERGOVERNMENTAL REVENUE</b>	0	0	0	50,015,000	50,015,000
4095 ADMINISTRATION			46,000	40,000	-6,000
4099 FEES - N.O.C.	264	72	10,500		-10,500
4215 SURPLUS - PURCHASING		535			
4216 PAPER SALES & DELIVERY - CITY	87,954	83,084	88,706	78,970	-9,736
4217 PAPER SALES & DELIVERY - COUNTY	148,744	129,428	149,533	130,864	-18,669
4299 SALES N.O.C.	7,723	1,930			
4301 NORMAL ACTIVITY SERVICES	855,124	890,807	1,243,074	998,121	-244,953
4332 PRINTING-CITY	488,104	371,207	481,486	548,352	66,866
4333 GRAPHICS				20,000	20,000
4334 PRINTING-OUTSIDE AGENCIES		64,132	63,068	15,794	-47,274
4335 MAILING SERVICES				50,000	50,000
4337 PRINTING-COUNTY	561,346	438,287	661,146	636,885	-24,261
4357 INDIRECT COST - N.O.C.	4,753,731	4,820,539	4,990,236	5,591,766	601,530
4398 SERVICES - SPECIAL PROJECTS	65,000		60,000		-60,000
4399 SERVICES N.O.C.	50,490	55,552	70,872	90,892	20,020
<b>FEES, SALES AND SERVICES</b>	7,018,480	6,855,573	7,864,621	8,201,644	337,023
6001 CURRENT YEAR	1,924,156	2,218,539	2,066,312	2,200,679	134,367
6002 1ST YEAR DELINQUENT	72,379	65,675	75,000	75,000	
6003 2ND YEAR DELINQUENT	22,186	11,636	15,000	15,000	
6004 3RD YEAR DELINQUENT	7,540	1,994	9,000	9,000	
6005 4TH YEAR DELINQUENT	3,189	1,398	3,500	3,500	
6006 5TH YEAR AND PRIOR	8,444	3,352	6,500	6,500	
6007 PENALTIES & INT. P. I. R. ASSETS	38,090	43,994	40,000	40,000	

## Financing by Major Object Code

Department: **0303FINANCIAL SERVICES OFFICE**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6008	TAX EXEMPT PROPERTIES	236,907	30,411	50,000	50,000	
6009	TAX FORFEITED PROPERTIES	27,232	58,782			
6010	PREPAID ASSESSMENTS	1,033,727	884,197	1,050,000	1,000,000	-50,000
6602	INTEREST ON INVESTMENTS	538,242	506,934	480,000	490,000	10,000
6604	INTEREST ON ADVANCE OR LOAN	814,163	479,732	587,500	386,000	-201,500
6901	CASH OVER OR SHORT	39	-1,294			
6905	CONTRIB. & DONATIONS - OUTSIDE			20,000	20,000	
6914	REFUNDS - JURY DUTY PAY	80				
6919	REFUNDS - RETURN OF PURCHASE		293			
6922	REPAYMENT OF ADVANCE OR LOAN			250,000		-250,000
6928	RECOVERABLE ADVANCE FR GENERAL FUND		100,000		225,000	225,000
6969	CAPITAL ASSET CONTRIBUTION		4,020			
6999	OTHER MISCELLANEOUS REVENUE N.O.C.		1,727			
<b>MISCELLANEOUS REVENUE</b>		4,726,374	4,411,390	4,652,812	4,520,679	-132,133
7199	TRANSFER F/COMM DEVEL BLK GR/ENT	15,196	16,257	16,939	18,577	1,638
7299	TRANSFER FROM GENERAL FUND		772,718			
7301	TRANSFER FROM SEWER REPAIR FUND					
7302	TRANSFER FROM ENTERPRISE FUND			190,000		-190,000
7304	TRANSFER FROM DEBT SERVICE FUND					
7305	TRANSFER FROM SPECIAL REVENUE FUND			120,000		-120,000
7306	TRANSFER FROM CAP PROJ FUND-OTHER	166,807				
7499	TRANSFER IN - INTRAFUND - OTHER	1,543	751			
7604	ADJUSTMENT TO RE/FND BAL					
<b>TRANSFERS</b>		183,546	789,726	326,939	18,577	-308,362
9830	USE OF FUND BALANCE			252,345	482,860	230,515
9831	CONTRIBUTION TO FUND BALANCE			-295,000	-135,000	160,000
9925	USE OF NET ASSETS			300,380	210,000	-90,380
9926	CONTRIBUTION TO NET ASSETS					
<b>FUND BALANCES</b>		0	0	257,725	557,860	300,135

## Financing by Major Object Code

Department: **0303FINANCIAL SERVICES OFFICE**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
Fund Total	13,710,638	13,969,218	14,857,447	65,105,265	50,247,818

**Department Total**

**13,715,360**

**13,981,671**

**14,927,299**

**65,175,067**

**50,247,768**

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0303</b>	<b>FINANCIAL SERVICES OFFICE</b>					
00110	FINANCIAL SERVICES	4,722	12,453	69,852	69,802	-50
	<b>Department Total</b>	<b>4,722</b>	<b>12,453</b>	<b>69,852</b>	<b>69,802</b>	<b>-50</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	965	5,479	3,500	3,450	-50
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	3,757	6,974	22,000	22,000	
	TRANSFERS			44,352	44,352	
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>4,722</b>	<b>12,453</b>	<b>69,852</b>	<b>69,802</b>	<b>-50</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **050 SPECIAL PROJECTS:GEN GOV ACCTS FUND**

Fund Manager: RONALD G KLINE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

1) HOTEL MOTEL TAX PROJECTIONS ARE ESTIMATED AT 3% GROWTH OVER THE CURRENT YEAR (30108). 2) PRIVATE CONTRIBUTIONS ARE USED TO SUPPORT THE CHILDREN'S HOLIDAY PARTY, WINTER CARNIVAL DINNER AND OTHER EVENTS (AT NO COST TO THE GENERAL FUND) (30113). 3) FEDERAL GRANTS AND CORPORATE DONATIONS SUPPORT THE CAPITAL CITY EDUCATION INITIATIVE (30114). 4) "CENTRAL SERVICE" CHARGES ARE PAID BY SPECIAL FUNDS TO COVER THE COSTS OF SERVICES FINANCED BY THE GENERAL FUND. EXAMPLES WOULD BE SUPPORT SERVICES FOR RECRUITING APPLICANTS FOR HIRING, OR CENTRAL ACCOUNTING SERVICES. THESE AMOUNTS, NET OF THE PLAN'S ADMINISTRATIVE COSTS, ARE TRANSFERRED BACK TO THE GENERAL FUND (30117). 5) THE COST OF .3 CLERK TYPIST III FTE WILL BE FINANCED, AS IT HAS BEEN IN THE PAST, WITH CDBG REVENUE, IN LIEU OF CDBG PAYING CENTRAL SERVICE COSTS (30116). 6) THE COST OF INVESTING CASH AND PRODUCING INTEREST EARNINGS IS ASSESSED ON A "BASIS POINT" METHOD ON POSITIVE CASH BALANCES (30120). 7) PROJECTED EEOC GRANT REVENUES SUPPORT THE ENFORCEMENT OF LOCAL AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS (30150). 8) UNUSED CONTRIBUTIONS FROM PRIOR YEARS ARE APPLIED AS FUND BALANCE FINANCING TO HELP PAY FOR ADMINISTRATION COSTS OF EMPLOYEE FLEXIBLE SPENDING ACCOUNTS. (30164)

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0303</b>	<b>FINANCIAL SERVICES OFFICE</b>					
30101	GOVERNMENT RESPONSIVENESS PROGRAM		90,000	150,000	75,000	-75,000
30108	PROMOTE ST PAUL: CITY FNDG LEVERAGE	1,782,238	1,912,529	1,755,350	1,791,505	36,155
30116	CDBG ACCOUNTING SERVICE	15,196	16,257	16,939	18,577	1,638
30117	CENTRAL SERVICE COST	4,753,731	4,820,539	5,022,486	5,591,766	569,280
30120	TREASURY SPECIAL FISCAL SERVICES	603,281	507,367	570,095	582,860	12,765
	<b>Department Total</b>	<b>7,154,446</b>	<b>7,346,692</b>	<b>7,514,870</b>	<b>8,059,708</b>	<b>544,838</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES	1,782,238	1,912,529	1,755,350	1,791,505	36,155
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE				15,000	
	FEES, SALES AND SERVICES	4,818,731	4,820,539	4,990,236	5,591,766	601,530
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	538,281	507,367	500,000	510,000	10,000
	TRANSFERS	15,196	106,257	16,939	18,577	1,638
	FUND BALANCES			252,345	132,860	-119,485
	<b>Total Financing by Object</b>	<b>7,154,446</b>	<b>7,346,692</b>	<b>7,514,870</b>	<b>8,059,708</b>	<b>529,838</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **070 INTERNAL BORROWING FUND**

Fund Manager: LORI J LEE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE IS FROM LOAN REPAYMENTS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0303</b>	<b>FINANCIAL SERVICES OFFICE</b>					
10300	DISTRICT ENERGY ASSET CONVERSION	587,144	479,732	450,000	266,000	-184,000
10301	UPPER LANDING INTERFUND LOAN	86,369		137,500	120,000	-17,500
10302	HIGHLAND 18 RENOVATION	140,650				
10303	WEST MIDWAY LOAN		782,718	145,000	90,000	-55,000
	<b>Department Total</b>	<b>814,163</b>	<b>1,262,450</b>	<b>732,500</b>	<b>476,000</b>	<b>-256,500</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	814,163	579,732	837,500	611,000	-226,500
	TRANSFERS		682,718	190,000		-190,000
	FUND BALANCES			-295,000	-135,000	160,000
	<b>Total Financing by Object</b>	<b>814,163</b>	<b>1,262,450</b>	<b>732,500</b>	<b>476,000</b>	<b>-256,500</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 080 CITYWIDE MAJOR EVENTS

Fund Manager: MATTHEW G SMITH

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

ANY FINANCING FOR THIS FUND WILL BE DERIVED FROM THE RELATED EVENT. FOR EXAMPLE, FEDERAL AND STATE FUNDING MAY BE PROVIDED FOR DISASTERS LIKE FLOODS, TORNADOS, OR OTHER EMERGENCIES. FEDERAL SUPPORT IS ALSO EXPECTED FOR SECURITY AND ADMINISTRATIVE COSTS RELATED TO THE REPUBLICAN NATIONAL CONVENTION SET FOR FALL, 2008.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
0303	FINANCIAL SERVICES OFFICE					
30401	REPUBLICAN NATIONAL CONVENTION ADVANCE PLANNING			300,000		-300,000
30410	REPUBLICAN NATIONAL CONVENTION SECURITY PART 1				50,000,000	50,000,000
	Department Total	0	0	300,000	50,000,000	49,700,000
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE				50,000,000	
	FEES, SALES AND SERVICES			300,000		
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES					
	Total Financing by Object	0	0	300,000	50,000,000	0

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **124 CONTRACT AND ANALYSIS SERVICES**

Fund Manager: LINDA J CAMP

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES IN THIS FUND ARE FROM SEVERAL SOURCES: A TRANSFER FROM THE CITY'S GENERAL FUND; CITY DEFERRED REVENUE; SERVICE CHARGES TO RAMSEY COUNTY AND THE WATER UTILITY; AND FEES FROM RAMSEY COUNTY, HENNEPIN COUNTY AND THE CITY OF MINNEAPOLIS FOR VENDOR CERTIFICATION SERVICES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0303</b>	<b>FINANCIAL SERVICES OFFICE</b>					
11250	CONTRACT AND ANALYSIS SERVICES	749,700	805,046	858,949	989,339	130,390
11254	VENDOR OUTREACH/INTERGOV. INITIATIVES	41,464	42,822	57,310	58,782	1,472
11255	ST PAUL RAMSEY CNTY SURPLUS DISPOSAL	65,422	44,694	103,195		-103,195
11256	ELECTRONIC GOVERNMENT SERVICES	6,525		10,500		-10,500
11259	2007 DISPARITY STUDY			300,000		-300,000
	<b>Department Total</b>	<b>863,111</b>	<b>892,562</b>	<b>1,329,954</b>	<b>1,048,121</b>	<b>-281,833</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	863,111	892,562	1,059,574	1,038,121	-21,453
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE			120,000		-120,000
	TRANSFERS			150,380	10,000	-140,380
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>863,111</b>	<b>892,562</b>	<b>1,329,954</b>	<b>1,048,121</b>	<b>-281,833</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **127 ST PAUL/RAMSEY COUNTY PRINT CENTRAL**

Fund Manager: JEFFREY PLUFF

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES ARE DERIVED FROM PRINTING AND MAILING SERVICES AND PAPER SALES TO CITY DEPARTMENTS, RAMSEY COUNTY, AND NON-CITY AGENCIES. BASED ON PAST EXPERIENCE, THE REVENUE ESTIMATES HAVE BEEN TO ADJUSTED TO REFLECT THE DEMAND FOR PRINT CENTRAL'S SERVICES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0303</b>	<b>FINANCIAL SERVICES OFFICE</b>					
16002	RIVERPRINT SERVICES	1,101,563	917,739	1,426,572	1,546,129	119,557
16003	PAPER SALES & DELIVERY	236,698	229,797	238,239	225,628	-12,611
	<b>Department Total</b>	<b>1,338,261</b>	<b>1,147,536</b>	<b>1,664,811</b>	<b>1,771,757</b>	<b>106,946</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	1,336,638	1,142,472	1,514,811	1,571,757	56,946
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	80	4,313			
	TRANSFERS	1,543	751			
	FUND BALANCES			150,000	200,000	50,000
	<b>Total Financing by Object</b>	<b>1,338,261</b>	<b>1,147,536</b>	<b>1,664,811</b>	<b>1,771,757</b>	<b>106,946</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **802 CPL OPERATING FUND**

Fund Manager: JOAN RUTTEN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES ARE FROM PAYMENTS FOR ASSESSMENT-FINANCED CAPITAL PROJECTS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0303</b>	<b>FINANCIAL SERVICES OFFICE</b>					
60002	CPL OPERATING	3,373,850	3,319,978	3,315,312	3,749,679	434,367
	<b>Department Total</b>	<b>3,373,850</b>	<b>3,319,978</b>	<b>3,315,312</b>	<b>3,749,679</b>	<b>434,367</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	3,373,850	3,319,978	3,315,312	3,399,679	84,367
	TRANSFERS					
	FUND BALANCES				350,000	350,000
	<b>Total Financing by Object</b>	<b>3,373,850</b>	<b>3,319,978</b>	<b>3,315,312</b>	<b>3,749,679</b>	<b>434,367</b>

# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
0303	FINANCIAL SERVICES OFFICE					
0303	FINANCIAL SERVICES OFFICE					
	00110 FINANCIAL SERVICES	16.1	15.8	15.8	15.8	0.0
	00135 VENDOR OUTREACH PROGRAM	1.0	0.8	0.8	0.8	0.0
	<b>Division Total</b>	<b>17.1</b>	<b>16.6</b>	<b>16.6</b>	<b>16.6</b>	<b>0.0</b>
	<b>Department Total</b>	<b>17.1</b>	<b>16.6</b>	<b>16.6</b>	<b>16.6</b>	<b>0.0</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

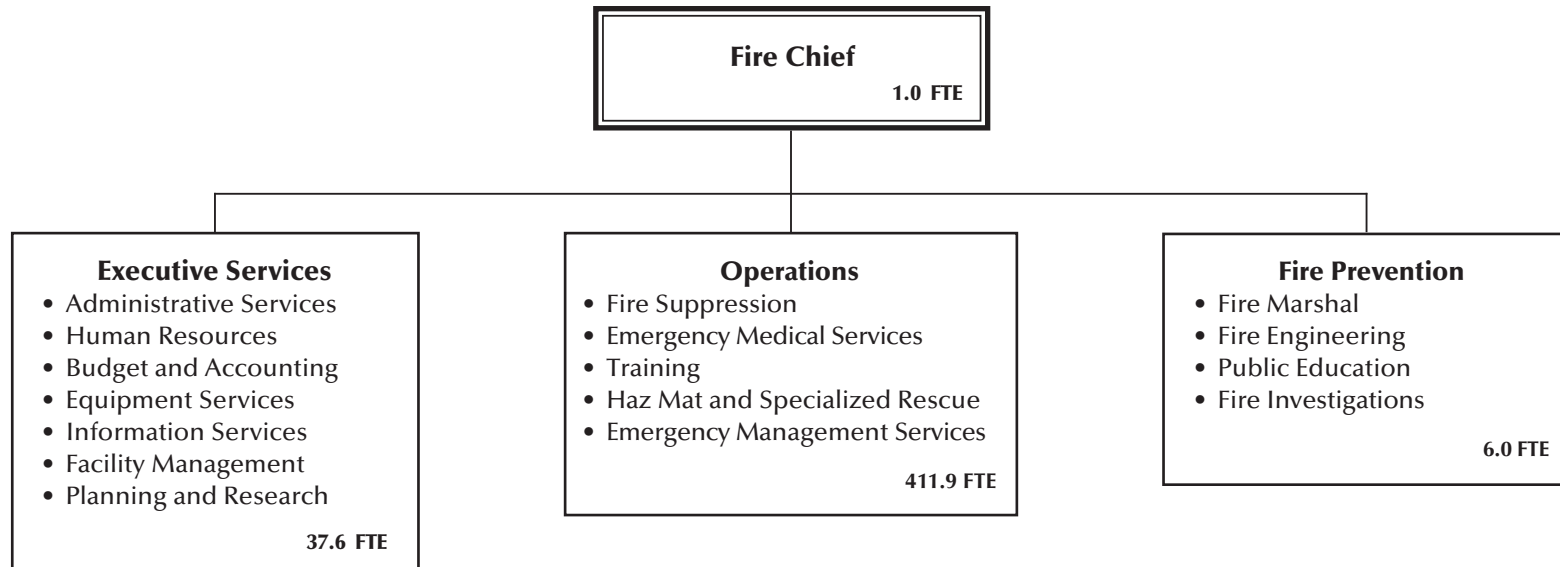
**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
0303	FINANCIAL SERVICES OFFICE					
0303	FINANCIAL SERVICES OFFICE					
	11250 CONTRACT AND ANALYSIS SERVICES	11.0	11.0	11.0	12.0	1.0
	11254 VENDOR OUTREACH/INTERGOV. INITIATIVES	0.4	0.8	0.8	0.8	0.0
	11255 ST PAUL RAMSEY CNTY SURPLUS DISPOS	1.0	1.0	1.0		-1.0
	16002 RIVERPRINT SERVICES	6.9	7.0	7.0	7.0	0.0
	16003 PAPER SALES & DELIVERY	0.4	1.0	1.0	1.0	0.0
	30116 CDBG ACCOUNTING SERVICE	0.3	0.3	0.3	0.3	0.0
	30117 CENTRAL SERVICE COST	1.1	1.1	1.1	1.1	0.0
	30120 TREASURY SPECIAL FISCAL SERVICES	4.2	4.2	4.4	4.4	0.0
	60002 CPL OPERATING	1.8	1.8	1.8	1.8	0.0
	<b>Division Total</b>	<b>27.1</b>	<b>28.2</b>	<b>28.4</b>	<b>28.4</b>	<b>0.0</b>
	<b>Department Total</b>	<b>27.1</b>	<b>28.2</b>	<b>28.4</b>	<b>28.4</b>	<b>0.0</b>



# Fire and Safety Services

*The dedicated professionals of the Saint Paul Fire Department provide prompt quality fire, EMS, special operations, and fire prevention services for the City of Saint Paul.*



(Total 456.5 FTEs)

## About the Department of Fire and Safety Services

### What We Do (Description of Services)

- Respond to all fires and perform search and rescue, extinguishment, and property conservation
- Respond to medical emergencies and provide basic and advanced life support services.
- Respond to all hazardous materials incidents both within the City limits or statewide as part of the contract for the state response team.
- Reduce the incidents and severity of fire by:
  - - Performing fire permit inspections
  - - Ensuring the proper design and installation of fire protection systems.
  - - Administering and implementing public fire safety education programs.
  - - Fulfilling requests for fire protection and incident response information.
  - - Performing arson prevention activities.

### Statistical Profile

• 2006 Total Emergency Responses	40,080
• Total Fire Unit Responses	12,623
• Total Medical Unit Responses	27,457
• 2006 Total Dollar Loss	\$9,579,927
• Loss Due to Arson	\$3,425,727
• Arson Arrests	10
• Average Response Time	4 minutes 26 seconds

### 2006-2007 Accomplishments

We're proud of the following 2006-2007 accomplishments:

- Established a strategic planning team committee to develop a strategic plan for the department for the next 5-10 years.
- The State of Minnesota renewed the state hazardous materials contract with our department.
- Received an Urban Area Assistance Grant that provided funding that allowed the department to convert to the 800 MHz radio system.
- Three engines, one ladder truck, four paramedic units, and one ice rescue boat were purchased through the department's revised vehicle replacement plan.
- Continue to plan for and have training exercises for the pandemic flu.
- All chief officers and senior captains attended a federally sponsored weapons of mass destruction training program.
- Distributed over 1,500 free bike helmets for "Carl's Cause."
- Reached 88 schools and 582 classrooms with "Risk Watch" injury prevention program.
- A new fueling station will be relocated to the north end of the Police Department parking lot to provide easier access for vehicles and have a larger fuel storage capacity.
- Implemented and deployed 60 new Computer Aided Dispatch (CAD) mobile units in all emergency vehicles, provided CAD mobile user training to emergency personnel, and upgraded our incident reporting capacity.
- Improved overall ratings of 5.3 for Fire and 5.5 for EMS out of a 6.0 total in our customer satisfaction surveys for 2006.
- Implemented an accountability system which will increase safety of firefighters on the fire ground.
- Build a training prop to familiarize firefighters with the warning signs of flashover to increase their safety.
- Successfully selected six firefighters to attend paramedic training.
- We have successfully completed our first year of a major cardiac research project.

## Key Performance Measures

### **Performance Objective:** Fire Loss

**Performance Indicator:** Reduce the number and size of fires. To remain below the average of 4 similar sized midwestern cities; Minneapolis, Madison, WI, Akron, OH, Fort Wayne, IN

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
City of Saint Paul	\$10,426,742	\$9,579,927	\$9,500,000	\$9,500,000
Midwest City Average	\$10,625,085	\$9,923,800	\$10,000,000	\$10,000,000

### **Performance Objective:** Civilian Fire Death

**Performance Indicator:** Reduce the number of fatal fires. To remain below the average of 4 similar sized midwestern cities (see above)

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
City of Saint Paul	3.0	3.0	3.0	3.0
Midwest Cities Average	3.5	3.8	4.0	4.0

### **Performance Objective:** Emergency Response Times

**Performance Indicator:** To achieve the national standard for Fire and EMS of an eight minute response time 90% of the time

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Fire	98%	98%	98%	98%
Emergency Medical Services	97%	96%	97%	97%

### **Performance Objective:** Fire Spread for Structure Fires in Saint Paul

**Performance Indicator:** To minimize fire spread through safe and aggressive firefighting

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Confined to Object/Room of Origin	82%	79%	80%	85%
Confined to Building of Origin	96%	97%	98%	99%

### **Performance Objective:** Customer Service Rating

**Performance Indicator:** To achieve an overall customer service rating of 5.0 or greater out of a possible 6 total

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Customer Satisfaction - Fire Incidents	5.2	5.3	5.3	5.3
Customer Satisfaction - Medical Incidents	5.4	5.5	5.5	5.5

## 2008 Budget Plan

### 2008 Priorities

- Enhance organizational structure through strategic planning initiatives.
- Establish and develop a health and wellness program to reduce on-duty injuries and prevent life-threatening cardiac events.
- Support special operations programs with long-term equipment and training program.
- Provide planning, training, and direction for emergency support for the 2008 Republican National Convention.
- Pursue Homeland Security funds/grants to fill equipment and training gaps.
- Enhance community outreach through various mediums.
- With funding from federal grants, provide smoke detectors in Invest in Saint Paul areas.
- Partner with Saint Paul Police Department to investigate arsonists.
- Provide regional leadership and collaborative partnership with Ramsey County and other municipalities in Computer Aided Dispatch (CAD) mobile technology implementation of 11 suburban fire departments.
- Provide information technology support to Emergency Operation Center (EOC).
- Finalize selection of EMS automated reporting system to be used by the department. The system will streamline the process of submitting reports and retrieving data for statistical purposes.
- Maintain tactical paramedic program.
- Offer high caliber firefighting training programs to existing fire suppression personnel.
- Expand and improve training props, facilities, and equipment.
- Maintain long-term equipment replacement program.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The proposed budget for Fire and Safety Services for 2008 is \$46,693,914 in the general fund, which represents an increase of \$1,888,515, or 4.2%, over the 2007 adopted budget. The general fund includes funding for 2008 recruit class, increased motor fuel costs, firefighter turnout gear, advanced rescue equipment, EMS equipment, medical supplies, vehicle maintenance costs, and funds personnel step increases and promotions. The budget also provides adequate spending for projected worker's compensation costs and department overtime. The department's proposed budget includes an increase in paramedic transport fees to the expected average metro area level which will bring in an additional \$305,960.

FTEs in the proposed general fund budget are 439.6, a reduction of 2.0 FTE from the 2007 adopted amount of 441.6. This change reflects a shift of 3.0 Fire Prevention FTEs to the Department of Safety and Inspections, 1.0 FTE to the new Office of Emergency Management although the Fire Department budget does include the addition of 0.9 Emergency Management Coordinator funded with federal grant dollars, lastly there is an addition of 2.0 FTEs in the administration division and for EMS coordination.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

The special funds budget is \$3,914,274, which is \$1,640,212 less than the 2007 adopted budget. \$2,248,695 of this decrease is a result of the loss of the 2004, 2005 and 2006 Urban Area Strategic Initiative grants. There are 16.0 special fund FTEs in the Public Safety Vehicle maintenance unit, the same as in 2007. The proposed budget for the Fire Department reflects the department's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights for Fund 164.

### **Council Actions**

The City Council adopted the Fire Department budget and recommendations as proposed by the Mayor, and approved the following changes:

- Increased spending for the purpose of implementing the Fire Strategic Plan.
- Recognized additional spending in 2008 using 2006 Homestead Security Grant dollars as the funding source.
- Revised salary reserve spending to reflect the negotiated pattern for contracts.

The 2008 adopted budget is \$46,818,914 for the general fund, and \$4,054,909 in special funds. This includes 439.6 FTEs in the general fund and 16.9 FTEs in special funds.



# **Spending Reports**

## Fire & Safety Services

Department/Office Director: **ROBERT M MORRISON**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	41,948,414	44,724,660	44,805,399	46,693,914	46,818,914	125,000	2,013,515
505 EQUIPMENT SERVICES FIRE-POLICE	2,296,523	2,842,661	2,926,294	2,850,911	2,850,911		-75,383
510 FIRE RESPONSIVE SERVICES	11,565	2,760,340	2,293,895	130,835	185,835	55,000	-2,108,060
735 FIRE FIGHTING EQUIPMENT	132,432	1,932,931	87,204	771,070	771,070		683,866
736 FIRE PROTECTION CLOTHING	213,905	270,092	247,093	247,093	247,093		
Total Spending by Unit	<b>44,602,838</b>	<b>52,530,683</b>	<b>50,359,885</b>	<b>50,693,823</b>	<b>50,873,823</b>	<b>180,000</b>	<b>513,938</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	29,179,857	30,353,189	30,273,121	31,731,323	31,656,323	-75,000	1,383,202
SERVICES	2,072,342	2,220,551	2,371,826	2,467,129	2,467,129		95,303
MATERIALS AND SUPPLIES	2,917,323	3,386,389	3,840,537	3,743,306	3,743,306		-97,231
EMPLOYER FRINGE BENEFITS	9,645,821	11,023,951	11,518,202	12,029,255	12,029,255		511,053
MISC TRANSFER CONTINGENCY ETC	243,324	631,174	476,221	435,232	635,232	200,000	159,011
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS	544,171	4,915,429	1,879,978	287,578	342,578	55,000	-1,537,400
Total Spending by Object	<b>44,602,838</b>	<b>52,530,683</b>	<b>50,359,885</b>	<b>50,693,823</b>	<b>50,873,823</b>	<b>180,000</b>	<b>513,938</b>
Percent Change from Previous Year		<b>17.8%</b>	<b>-4.1%</b>	<b>0.7%</b>	<b>0.4%</b>	<b>0.4%</b>	<b>1.0%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	41,948,414	44,724,660	44,805,399	46,693,914	46,818,914	125,000	2,013,515
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	1,394	2,738,713	2,248,695	85,635	85,635		-2,163,060
FEES, SALES AND SERVICES	2,832,202	3,102,454	2,780,043	2,852,911	2,852,911		72,868
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	48,013	29,954	43,200	43,200	43,200		
TRANSFERS	232,283	237,161	247,093	247,093	247,093		
FUND BALANCES			235,455	771,070	826,070		590,615
Total Financing by Object	<b>45,062,306</b>	<b>50,832,942</b>	<b>50,359,885</b>	<b>50,693,823</b>	<b>50,873,823</b>	<b>180,000</b>	<b>513,938</b>
Percent Change from Previous Year		<b>12.8%</b>	<b>-0.9%</b>	<b>0.7%</b>	<b>0.4%</b>	<b>0.4%</b>	<b>1.0%</b>

Fund Manager: MATTHEW G SMITH

Division Manager: ROBERT M MORRISON

TO DELIVER FIREFIGHTING, RESCUE, EMERGENCY MEDICAL, DISASTER RESPONSE, AND LIFE SAFETY EDUCATION SERVICES TO PEOPLE IN SAINT PAUL.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted			2005 Authorized FTE	2006 FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount		Change from 2007 FTE/Amount		
				Amount	Change/Percent									
<b>by Type of Expenditure</b>														
SALARIES	25,842,919	26,950,776	27,524,669	28,831,359	1,306,690	4.7%								
SERVICES	1,643,174	1,641,566	1,909,181	1,880,894	-28,287	-1.5%								
MATERIALS AND SUPPLIES	957,083	1,054,428	861,699	915,558	53,859	6.3%								
EMPLOYER FRINGE BENEFITS	8,508,040	9,809,440	10,499,995	11,044,793	544,798	5.2%								
MISC TRANSFER CONTINGENCY ETC	220,921	225,799	244,253	444,253	200,000	81.9%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	387,930	295,664	87,740	87,740										
Division Total	37,560,067	39,977,672	41,127,537	43,204,597	2,077,060	5.1%								
<b>by Activity</b>														
05004 SAFETY - FIRE	133,653	105,920	131,945	131,880	-65	0.0%								
05101 EMERGENCY MEDICAL SERVICES	1,336,231	1,335,865	1,413,640	1,429,053	15,413	1.1%	1.0	1.0	1.0	51,644	1.0	53,936	2,292	
05120 FIREFIGHTING AND PARAMEDICS	35,787,935	38,236,629	39,271,560	41,524,691	2,253,131	5.7%	398.0	408.0	408.0	27,294,586	409.0	28,734,380	1,439,794	
05121 EMERGENCY MANAGEMENT - FIRE	195,281	224,493	208,609	0	-208,609	-100.0%	2.0	2.0	2.0	126,113	0.0	0	-2.0	
05122 HAZARDOUS MATERIALS RESPONSE	106,967	74,622	101,783	118,973	17,190	16.9%	1.0	1.0	1.0	52,326	1.0	43,043	-9,283	
05140 FIRE COMMUNICATIONS		144												
Division Total	37,560,067	39,977,672	41,127,537	43,204,597	2,077,060	5.1%	402.0	412.0	412.0	27,524,669	411.0	28,831,359	-1.0	
Percent Change from Previous Year		6.4%	2.9%					2.5%	0.0%				-0.2%	
													4.7%	

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **10 FIRE & SAFETY SERVICES**  
 Division: **1002 OFFICE OF THE CHIEF**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: ROBERT M MORRISON

TO ADMINISTER ALL DEPARTMENT OPERATIONS INCLUDING STRATEGIC PLANNING AND BUDGETING.

		Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)								
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted		2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008 Council Adopted		Change from 2007 FTE/Amount			
					Amount	Change/Percent				FTE/Amount					
<b><u>by Type of Expenditure</u></b>															
SALARIES		620,337	649,791	679,160	781,356	102,196	15.0%								
SERVICES		118,285	272,816	150,761	150,078	-683	-0.5%								
MATERIALS AND SUPPLIES		40,579	47,344	49,343	49,343										
EMPLOYER FRINGE BENEFITS		190,627	202,461	211,444	248,217	36,773	17.4%								
MISC TRANSFER CONTINGENCY ETC		11,041	31,941	18,000	18,000										
DEBT															
STREET SEWER BRIDGE ETC IMPROVEMENT															
EQUIPMENT LAND AND BUILDINGS			10,227												
Division Total		980,870	1,214,580	1,108,708	1,246,994	138,286	12.5%								
<b><u>by Activity</u></b>															
05001	FIRE ADMINISTRATION	980,870	1,214,580	1,108,708	1,246,994	138,286	12.5%	9.0	9.0	9.0	679,160	11.0	781,356	2.0	102,196
Division Total		980,870	1,214,580	1,108,708	1,246,994	138,286	12.5%	9.0	9.0	9.0	679,160	11.0	781,356	2.0	102,196
Percent Change from Previous Year			23.8%	-8.7%				0.0%	0.0%				22.2%	15.0%	

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **10 FIRE & SAFETY SERVICES**  
 Division: **1003 HUMAN SERVICES**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: ROBERT M MORRISON

TO SERVE INTERNAL AND EXTERNAL CUSTOMERS THROUGH DIVERSITY AWARENESS INITIATIVES, COMPUTER SERVICES, AND FIRE RESPONSE AND RESCUE TRAINING.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	293,547	236,362	242,605	401,338	158,733	65.4%								
SERVICES	80,255	67,083	102,824	102,606	-218	-0.2%								
MATERIALS AND SUPPLIES	36,125	17,726	24,496	24,496										
EMPLOYER FRINGE BENEFITS	71,136	77,828	82,719	130,452	47,733	57.7%								
MISC TRANSFER CONTINGENCY ETC			123,924	123,924										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Division Total	481,063	398,999	576,568	782,816	206,248	35.8%								
<u>by Activity</u>														
05002 INFORMATION SERVICES	38,423	39,150	49,451	49,451										
05100 FIRE PLANS AND TRAINING	442,640	359,850	527,117	733,365	206,248	39.1%	3.0	3.0	3.0	242,605	5.0	401,338	2.0	158,733
Division Total	481,063	398,999	576,568	782,816	206,248	35.8%	3.0	3.0	3.0	242,605	5.0	401,338	2.0	158,733
Percent Change from Previous Year		-17.1%	44.5%				0.0%	0.0%					66.7%	65.4%

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

Department: **10 FIRE & SAFETY SERVICES**

Division Manager: ROBERT M MORRISON

Division: **1005 SUPPORT SERVICES**

Division Mission:

TO SUPPORT THOSE WHO DIRECTLY PROVIDE SERVICE TO PEOPLE IN SAINT PAUL THROUGH FIRE STATION MAINTENANCE, VEHICLE MAINTENANCE, FIRE PREVENTION AND PURCHASING ASSISTANCE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	1,717,836	1,831,147	1,031,520	758,929	-272,591	-26.4%								
SERVICES	130,652	127,662	99,618	97,419	-2,199	-2.2%								
MATERIALS AND SUPPLIES	398,933	386,350	363,114	396,114	33,000	9.1%								
EMPLOYER FRINGE BENEFITS	653,398	719,769	441,212	274,923	-166,289	-37.7%								
MISC TRANSFER CONTINGENCY ETC	11,362	11,362	2,840	2,840										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	14,233	57,118	54,282	54,282										
Division Total	2,926,414	3,133,409	1,992,586	1,584,507	-408,079	-20.5%								
<b>by Activity</b>														
05050 FIRE STATION MAINTENANCE	833,144	980,570	1,006,217	1,056,819	50,602	5.0%	6.6	6.6	6.6	373,097	6.6	384,912	11,815	
05110 FIRE PREVENTION: CODE ENF/PUBLIC ED	2,093,271	2,152,839	986,369	527,688	-458,681	-46.5%	28.0	28.0	11.0	658,423	6.0	374,017	-5.0	-284,406
Division Total	2,926,414	3,133,409	1,992,586	1,584,507	-408,079	-20.5%	34.6	34.6	17.6	1,031,520	12.6	758,929	-5.0	-272,591
Percent Change from Previous Year		7.1%	-36.4%					0.0%	-49.1%				-28.4%	-26.4%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **505 EQUIPMENT SERVICES FIRE-POLICE**Department: **10 FIRE & SAFETY SERVICES**

Fund Manager: ROBERT M MORRISON

Department Director: ROBERT M MORRISON

Fund Purpose:

TO PROVIDE COMPLETE VEHICLE MAINTENANCE, NEW VEHICLE SERVICES AND COMPLETE BODY REPAIRS FOR POLICE AND FIRE VEHICLES AND APPARATUS. TO PROPOSE AND PROVIDE NEW VEHICLE SPECIFICATIONS AND DESIGNS TO PREPARE SPECIFICATIONS FOR BIDS, TO EVALUATE THESE PROPOSALS AND TO RECOMMEND PURCHASES. TO CONDUCT FIRE APPARATUS ACCEPTANCE TESTS AND SAFETY INSPECTIONS. TO PROVIDE VEHICLE MAINTENANCE RECORDS, CLERICAL SUPPORT, LICENSING AND REGISTRATION SERVICES AND TO MAINTAIN AN "IN-HOUSE" FUEL SERVICE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	705,219	685,112	795,167	818,372	23,205	2.9%								
SERVICES	98,069	108,432	109,442	121,132	11,690	10.7%								
MATERIALS AND SUPPLIES	1,259,718	1,576,440	1,563,647	1,563,647										
EMPLOYER FRINGE BENEFITS	222,619	214,454	282,832	310,204	27,372	9.7%								
MISC TRANSFER CONTINGENCY ETC		200,000	0	0										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	10,898	58,222	175,206	37,556	-137,650	-78.6%								
Spending Total	2,296,523	2,842,661	2,926,294	2,850,911	-75,383	-2.6%								
<b>by Activity</b>														
15001 FIRE & POLICE VEHICLE MTCE	2,296,523	2,842,661	2,926,294	2,850,911	-75,383	-2.6%	16.0	16.0	16.0	795,167	16.0	818,372		23,205
Fund Total	2,296,523	2,842,661	2,926,294	2,850,911	-75,383	-2.6%	16.0	16.0	16.0	795,167	16.0	818,372	0.0	23,205
Percent Change from Previous Year		23.8%	2.9%					0.0%	0.0%				0.0%	2.9%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **510 FIRE RESPONSIVE SERVICES**  
 Department: **10 FIRE & SAFETY SERVICES**  
 Fund Purpose:

Fund Manager: ROBERT M MORRISON  
 Department Director: ROBERT M MORRISON

TO ACCOUNT FOR A VARIETY OF PROJECTS HANDLED THROUGH SEPARATE ACTIVITIES WHICH ARE FINANCED BY CHARGES FOR SERVICES AND DONATIONS.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Amount	Adopted Change/Percent	Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES				64,969	64,969					
SERVICES	585	1,671								
MATERIALS AND SUPPLIES	10,980	34,010	731,145	45,200	-685,945 -93.8%					
EMPLOYER FRINGE BENEFITS				20,666	20,666					
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS		2,724,658	1,562,750	55,000	-1,507,750 -96.5%					
Spending Total	<b>11,565</b>	<b>2,760,340</b>	<b>2,293,895</b>	<b>185,835</b>	<b>-2,108,060 -91.9%</b>					
<b>by Activity</b>										
35112 FIRE BADGE AND EMBLEM SALES	750	1,602	2,000	2,000						
35115 RISK WATCH	8,471	19,977	20,000	20,000						
35117 FIRE TRAINING	2,250		23,200	23,200						
35118 HONOR GUARD	94	47								
35200 2004 URBAN AREA STRATEGIC INITIATIVE		2,724,658	519,750	0	-519,750 -100.0%					
35205 2005 UASI SUPPLEMENTAL GRANT		14,055	685,945	0	-685,945 -100.0%					
35207 2006 UASI GRANT			1,043,000		-1,043,000 -100.0%					
35209 HOMELAND SECURITY GRANT				55,000	55,000					
35210 2007 UASI GRANT				85,635	85,635				0.9 64,969	0.9 64,969
Fund Total	<b>11,565</b>	<b>2,760,340</b>	<b>2,293,895</b>	<b>185,835</b>	<b>-2,108,060 -91.9%</b>			<b>0.9</b>	<b>64,969</b>	<b>0.9 64,969</b>
Percent Change from Previous Year		<b>23768.8%</b>	<b>-16.9%</b>							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **735 FIRE FIGHTING EQUIPMENT**  
 Department: **10 FIRE & SAFETY SERVICES**  
 Fund Purpose:

Fund Manager: ROBERT M MORRISON  
 Department Director: ROBERT M MORRISON

TO UTILIZE A GENERAL FUND CONTRIBUTION AND THE FUNDS EARNED FROM THE SALE OF FIRE PROTECTION SERVICES FOR THE PURCHASE OF NEW FIRE FIGHTING EQUIPMENT.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Council Adopted Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES	1,321	1,321	0	115,000	115,000					
MATERIALS AND SUPPLIES				501,855	501,855					
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC		162,072	87,204	46,215	-40,989 -47.0%					
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS	131,111	1,769,538	0	108,000	108,000					
Spending Total	<b>132,432</b>	<b>1,932,931</b>	<b>87,204</b>	<b>771,070</b>	<b>683,866 784.2%</b>					
<b><u>by Activity</u></b>										
55001 FIRE FIGHTING EQUIPMENT	132,432	1,932,931	87,204	771,070	683,866 784.2%					
Fund Total	<b>132,432</b>	<b>1,932,931</b>	<b>87,204</b>	<b>771,070</b>	<b>683,866 784.2%</b>				<b>0.0</b>	<b>0</b>
Percent Change from Previous Year		<b>1359.6%</b>	<b>-95.5%</b>							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **736 FIRE PROTECTION CLOTHING**Department: **10 FIRE & SAFETY SERVICES**

Fund Manager: ROBERT M MORRISON

Department Director: ROBERT M MORRISON

Fund Purpose:

TO ACCOUNT FOR FUNDS SET ASIDE FOR FIREFIGHTERS CLOTHING ALLOWANCE PER LABOR CONTRACT. THESE ALLOWANCES ARE BASED ON CONTRACT PRICES FOR UNIFORM ITEMS.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount      Change/Percent		Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES	213,905	270,092	247,093	247,093						
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>213,905</b>	<b>270,092</b>	<b>247,093</b>	<b>247,093</b>	<b>0</b>					<b>0.0%</b>
<b><u>by Activity</u></b>										
55005 FIRE PROTECTION CLOTHING TRUST	213,905	270,092	247,093	247,093						
FUND										
Fund Total	<b>213,905</b>	<b>270,092</b>	<b>247,093</b>	<b>247,093</b>	<b>0</b>					<b>0.0%</b>
Percent Change from Previous Year		<b>26.3%</b>	<b>-8.5%</b>							<b>0</b>

# **Financing Reports**

## Financing by Major Object Code

Department: **10 FIRE & SAFETY SERVICES**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3199 OTHER FED DIRECT GRANTS-STATE ADMIN	8,237	47,457	5,000		-5,000
<b>INTERGOVERNMENTAL REVENUE</b>	8,237	47,457	5,000	0	-5,000
4031 CERTIF. OF OCC. - COMMERCIAL	434,520	380,132			
4032 CERTIF. OF OCC. - RESIDENTIAL	307,133	356,062			
4070 PARAMEDICS FEE	10,121,763	9,876,413	11,835,896	10,641,856	-1,194,040
4076 SUBPOENA	240	133			
4099 FEES - N.O.C.	32,818	33,789		97,244	97,244
4114 EXAMINATION FEE- J-CF	104,456	115,963	65,000	65,000	
4204 MAPS, PUBLICATIONS & REPORTS	4,090	1,953	4,000	4,000	
4215 SURPLUS - PURCHASING			8,000	8,000	
4301 NORMAL ACTIVITY SERVICES	136,865	144,501	612,634	712,634	100,000
4399 SERVICES N.O.C.	2,498	6,818			
<b>FEES, SALES AND SERVICES</b>	11,144,383	10,915,764	12,525,530	11,528,734	-996,796
6905 CONTRIB. & DONATIONS - OUTSIDE	2,120				
6908 DAMAGE CLAIM RECOVERY FROM OTHERS			4,000	4,000	
6914 REFUNDS - JURY DUTY PAY	303	170			
6917 REFUNDS - OVERPAYMENTS		16,964			
<b>MISCELLANEOUS REVENUE</b>	2,423	17,134	4,000	4,000	0
7303 TRANSFER FROM INTERNAL SERVICE FUND		200,000			
7305 TRANSFER FROM SPECIAL REVENUE FUND		162,072	87,204	46,215	-40,989
7310 TRANSFER FROM CIB PRIOR TO 1981				200,000	200,000
<b>TRANSFERS</b>	0	362,072	87,204	246,215	159,011
<b>Fund Total</b>	11,155,043	11,342,427	12,621,734	11,778,949	-842,785

## Financing by Major Object Code

Department: **10 FIRE & SAFETY SERVICES**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3199 OTHER FED DIRECT GRANTS-STATE ADMIN	1,394	2,738,713	2,248,695	85,635	-2,163,060
<b>INTERGOVERNMENTAL REVENUE</b>	1,394	2,738,713	2,248,695	85,635	-2,163,060
4070 PARAMEDICS FEE	44,250	45,751			
4099 FEES - N.O.C.	7,101	8,000			
4209 SALE OF FUEL	674,231	936,637	910,623	910,623	
4214 RECYCLED ITEMS-PURCHASING	2,479	2,587			
4215 SURPLUS - PURCHASING	15,425	63,353			
4299 SALES N.O.C.	1,325	7,384			
4301 NORMAL ACTIVITY SERVICES	472,741	480,976	22,000	22,000	
4323 VEHICLE MAINTENANCE	1,502,100	1,422,666	1,665,620	1,738,488	72,868
4398 SERVICES - SPECIAL PROJECTS			31,800	31,800	
4399 SERVICES N.O.C.	112,550	135,100	150,000	150,000	
<b>FEES, SALES AND SERVICES</b>	2,832,202	3,102,454	2,780,043	2,852,911	72,868
6905 CONTRIB. & DONATIONS - OUTSIDE	12,950	12,600	20,000	20,000	
6908 DAMAGE CLAIM RECOVERY FROM OTHERS	10,453	6,174			
6914 REFUNDS - JURY DUTY PAY	60				
6927 OTHER AGENCY SHARE OF COST	24,550	11,180	23,200	23,200	
<b>MISCELLANEOUS REVENUE</b>	48,013	29,954	43,200	43,200	0
7299 TRANSFER FROM GENERAL FUND	232,283	237,161	247,093	247,093	
<b>TRANSFERS</b>	232,283	237,161	247,093	247,093	0
9830 USE OF FUND BALANCE			87,204	826,070	738,866
9925 USE OF NET ASSETS			148,251		-148,251
<b>FUND BALANCES</b>	0	0	235,455	826,070	590,615
Fund Total	3,113,892	6,108,282	5,554,486	4,054,909	-1,499,577
<b>Department Total</b>	<b>14,268,935</b>	<b>17,450,709</b>	<b>18,176,220</b>	<b>15,833,858</b>	<b>-2,342,362</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>10</b>	<b>FIRE &amp; SAFETY SERVICES</b>					
05004	SAFETY - FIRE	2,120				
05101	EMERGENCY MEDICAL SERVICES	10,121,803	9,876,413	11,815,896	10,621,856	-1,194,040
05120	FIREFIGHTING AND PARAMEDICS	99	179,206	605,306	864,317	259,011
05121	EMERGENCY MANAGEMENT - FIRE	8,237	47,457	5,000		-5,000
05122	HAZARDOUS MATERIALS RESPONSE	120,000	120,000	120,000	120,000	
05001	FIRE ADMINISTRATION	4,090	201,953	4,000	101,244	97,244
05050	FIRE STATION MAINTENANCE	2,498	6,818			
05110	FIRE PREVENTION: CODE ENF/PUBLIC ED	896,196	910,580	71,532	71,532	
	<b>Department Total</b>	<b>11,155,043</b>	<b>11,342,427</b>	<b>12,621,734</b>	<b>11,778,949</b>	<b>-842,785</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	8,237	47,457	5,000		-5,000
	FEES, SALES AND SERVICES	11,144,383	10,915,764	12,525,530	11,528,734	-996,796
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	2,423	17,134	4,000	4,000	
	TRANSFERS		362,072	87,204	246,215	159,011
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>11,155,043</b>	<b>11,342,427</b>	<b>12,621,734</b>	<b>11,778,949</b>	<b>-842,785</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **505 EQUIPMENT SERVICES FIRE-POLICE**

Fund Manager: ROBERT M MORRISON

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND SELLS VEHICLE MAINTENANCE SERVICE, PRIMARILY TO THE POLICE AND FIRE DEPARTMENTS. MOST OF THE REVENUE COMES FROM TWO ACTIVITIES IN THE GENERAL FUND: POLICE MOTOR FLEET (04307) AND FIREFIGHTING (05120).

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>10</b>	<b>FIRE &amp; SAFETY SERVICES</b>					
15001	FIRE & POLICE VEHICLE MTCE	2,295,246	2,503,030	2,926,294	2,850,911	-75,383
	<b>Department Total</b>	<b>2,295,246</b>	<b>2,503,030</b>	<b>2,926,294</b>	<b>2,850,911</b>	<b>-75,383</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	2,295,186	2,503,030	2,778,043	2,850,911	72,868
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	60				
	TRANSFERS					
	FUND BALANCES			148,251		-148,251
	<b>Total Financing by Object</b>	<b>2,295,246</b>	<b>2,503,030</b>	<b>2,926,294</b>	<b>2,850,911</b>	<b>-75,383</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **510 FIRE RESPONSIVE SERVICES**

Fund Manager: ROBERT M MORRISON

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE FOR THIS FUND IS FROM THE USE OF THE FIRE TRAINING FACILITY AND ESTIMATES OF FUTURE GRANTS FOR PROGRAMS SUCH AS RISK WATCH.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>10</b>	<b>FIRE &amp; SAFETY SERVICES</b>					
35112	FIRE BADGE AND EMBLEM SALES	2,292	3,883	2,000	2,000	
35113	PRIVATE DONATIONS	950	1,375			
35115	RISK WATCH	18,838	17,025	20,000	20,000	
35116	FIRE SAFETY PROGRAMS	3,100	2,200			
35117	FIRE TRAINING	26,550	11,180	23,200	23,200	
35200	2004 URBAN AREA STRATEGIC INITIATIVE		2,724,658	519,750		-519,750
35205	2005 UASI SUPPLEMENTAL GRANT		14,055	685,945		-685,945
35207	2006 UASI GRANT			1,043,000		-1,043,000
35209	HOMELAND SECURITY GRANT				55,000	55,000
35210	2007 UASI GRANT				85,635	85,635
<b>Department Total</b>		<b>51,730</b>	<b>2,774,376</b>	<b>2,293,895</b>	<b>185,835</b>	<b>-2,108,060</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE		1,394	2,738,713	2,248,695	85,635	-2,163,060
FEES, SALES AND SERVICES		12,836	11,883	2,000	2,000	
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE		37,500	23,780	43,200	43,200	
TRANSFERS						
FUND BALANCES					55,000	
<b>Total Financing by Object</b>		<b>51,730</b>	<b>2,774,376</b>	<b>2,293,895</b>	<b>185,835</b>	<b>-2,163,060</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 735 FIRE FIGHTING EQUIPMENT

Fund Manager: ROBERT M MORRISON

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

REVENUE IS DERIVED FROM THE SALE OF FIRE PROTECTION SERVICES TO THE STATE FAIR, UNIVERSITY OF MINNESOTA AND 3M. REVENUE ALSO COMES FROM A CONTRACT WITH THE VETERANS' ADMINISTRATION, PARAMEDIC STANDBY FEES AND THE SALE OF SURPLUS FIRE VEHICLES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
10	FIRE & SAFETY SERVICES					
55001	FIRE FIGHTING EQUIPMENT	534,633	593,715	87,204	771,070	683,866
	Department Total	534,633	593,715	87,204	771,070	683,866
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	524,180	587,541			
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	10,453	6,174			
	TRANSFERS					
	FUND BALANCES			87,204	771,070	683,866
	Total Financing by Object	534,633	593,715	87,204	771,070	683,866

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 736 FIRE PROTECTION CLOTHING

Fund Manager: ROBERT M MORRISON

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

THE REVENUE FOR THIS FUND IS DIRECTLY CONTRIBUTED BY THE GENERAL FUND. THIS AMOUNT IS REQUIRED TO BE SET ASIDE BY LABOR CONTRACTS FOR THE PURCHASE OF FIREFIGHTING AND CODE ENFORCEMENT UNIFORM CLOTHING.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
10	FIRE & SAFETY SERVICES					
55005	FIRE PROTECTION CLOTHING TRUST FUND	232,283	237,161	247,093	247,093	
	Department Total	232,283	237,161	247,093	247,093	0
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS	232,283	237,161	247,093	247,093	
	FUND BALANCES					
	Total Financing by Object	232,283	237,161	247,093	247,093	0

# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
<b>10</b>	<b>FIRE &amp; SAFETY SERVICES</b>					
1001	OPERATIONS					
	05101 EMERGENCY MEDICAL SERVICES	1.0	1.0	1.0	1.0	0.0
	05120 FIREFIGHTING AND PARAMEDICS	398.0	408.0	408.0	409.0	1.0
	05121 EMERGENCY MANAGEMENT - FIRE	2.0	2.0	2.0		-2.0
	05122 HAZARDOUS MATERIALS RESPONSE	1.0	1.0	1.0	1.0	0.0
	<b>Division Total</b>	<b>402.0</b>	<b>412.0</b>	<b>412.0</b>	<b>411.0</b>	<b>-1.0</b>
1002	OFFICE OF THE CHIEF					
	05001 FIRE ADMINISTRATION	9.0	9.0	9.0	11.0	2.0
	<b>Division Total</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>11.0</b>	<b>2.0</b>
1003	HUMAN SERVICES					
	05100 FIRE PLANS AND TRAINING	3.0	3.0	3.0	5.0	2.0
	<b>Division Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>5.0</b>	<b>2.0</b>
1005	SUPPORT SERVICES					
	05050 FIRE STATION MAINTENANCE	6.6	6.6	6.6	6.6	0.0
	05110 FIRE PREVENTION: CODE ENF/PUBLIC ED	28.0	28.0	11.0	6.0	-5.0
	<b>Division Total</b>	<b>34.6</b>	<b>34.6</b>	<b>17.6</b>	<b>12.6</b>	<b>-5.0</b>
	<b>Department Total</b>	<b>448.6</b>	<b>458.6</b>	<b>441.6</b>	<b>439.6</b>	<b>-2.0</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
10	FIRE & SAFETY SERVICES					
1040	EQUIPMENT SERVICES FIRE-POLICE					
	15001 FIRE & POLICE VEHICLE MTCE	16.0	16.0	16.0	16.0	0.0
	<b>Division Total</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>	<b>0.0</b>
1041	FIRE RESPONSIVE SERVICES					
	35210 2007 UASI GRANT				0.9	0.9
	<b>Division Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.9</b>	<b>0.9</b>
	<b>Department Total</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>	<b>16.9</b>	<b>0.9</b>



## General Government Accounts

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

## About the General Government Accounts

### What We Do (Description of Services)

The budgets in the General Government Accounts represent necessary spending and financing that exist across the City, and are not necessarily assignable to a specific department. These budgets include:

- Pass through of the employer share of citywide employee insurance, retiree insurance, pension and other benefit costs, recovered through the fringe benefit allocation system
- Citywide tort liability costs that are not department-specific
- Funding for citywide elections
- Spending related to legal services provided by those other than staff attorneys
- Funding for the citizen participation, Civic Organizations Partnership Program and Neighborhood Crime Prevention Program.
- Support for the financial forms and reports used by all departments
- Costs of the City's memberships in municipal organizations, such as the League of Cities and the Association of Metropolitan Municipalities,
- Costs for legislative analysis and support for the overall financial good and betterment of the City,
- Fees paid to the State for the citywide financial audit
- Costs of the Charter Commission and the Capital Improvement Budget committee
- Business parking costs for City Councilmembers and the pass through of employees' payments for the MetroPass Program
- Charges for the maintenance and upkeep of City Hall.
- General fund share of expenses related to enterprise-wide technology investment.

### 2006-2007 Accomplishments

The following was accomplished in 2006:

- Working with the City's labor union representatives, city staff have managed the financial control of the costs related to city employee fringe benefits, including pensions, insurance, workers' compensation and severance pay.
- The audit of the City's 2006 financial records is complete, and the annual financial report has been prepared, printed and distributed.
- Tort claims levied against the City and approved by the City Council have been managed, and claimants paid from department budgets or the citywide budget.
- The City's interests and share of costs for the operation of City Hall, including security issues in the aftermath of 9/11/01, have been managed.
- The citizen participation program and the neighborhood crime prevention programs were funded.
- Election services to the citizens of Saint Paul were provided.

#### Statistical Profile

• New Citywide Tort Cases	39
• Citizen Participation District Programs	17
• Neighborhood Crime Prevention Organizations	25
• Participants in the Non-profit Contract Program	35
• City Share of Space in the City Hall Courthouse	35.26%

## Key Performance Measures

**Performance Objective:** Keep the yearly increased cost of retiree health insurance below national health care cost inflation

**Performance Indicator:** : % change per year

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
% increase in cost of retiree health insurance	-0.26%	-10.02%	2.59%	8.96%

**Performance Objective:** Keep the cost of employee health insurance at or below the national health care cost. (MN State law requires early retirees to be placed in same pool as active employees, which increases the City's average cost, comparatively)

**Performance Indicator:** Cost per employee (\$)

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Cost per employee - City	7,393	6,321	6,658	7,485
Cost per employee - national average (govt)	6,908	n/a	n/a	n/a

## 2008 Budget Plan

### 2008 Priorities

- The City Council staff will manage the Civic Organization Partnership Program and the budget for the Charter Commission.
- The City Attorney's Office will oversee the Tort Liability budget and administer the budget for any use of law firms and expert legal service outside of the City Attorney staff.
- The City Clerk will be responsible for the elections services budget.
- The Office of Financial Services will work with the budgets for pensions, severance pay, the state auditor, the Capital Improvement Budget committee, financial forms, and employee parking and refunds and enterprise technology investment.
- Mayor's Office staff will control the budget for the City's municipal memberships and dues.
- The Real Estate Unit of Public Works will deal with exempt and forfeited property assessments and the service and operations of the City Hall building.
- Human Resources (Risk Management) will lead the citywide effort to control the costs associated with workers' compensation, employee and retiree health insurance, torts and unemployment compensation, and manage the surety bonds budget.
- Planning and Economic Development staff will direct the budget for Citizen Participation and the Neighborhood Crime Prevention program.
- The Intergovernmental Relations function will work with staff from all departments to coordinate city efforts at the State and Federal levels of government.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The proposed general fund budget for the General Government Accounts is \$6,736,526, an increase of \$1,899,392 from the 2007 adopted budget. Two significant changes are included in the proposed budget. First, the general fund share of costs associated with the new Enterprise-wide Technology Initiative are centralized in a general government activity and increased by a net of \$149,277 over the 2007 adopted budget.

Also, spending is increased by \$722,568 for improvements in City Hall, financed by a loan from the Public Works sewer fund. The funding will pay for general build-out costs, increased bandwidth in City Hall offices and technology enhancements in City Hall conference rooms.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the General Government Accounts budget as proposed by the Mayor and approved the following additional changes:

- Restored ongoing funding totaling \$99,500 and added \$245,171 in one-time funding for the Civic Organizations Partnership Program (COPP).
- Placed \$85,000 in contingency for use in financing a liaison to District Councils.
- Placed \$408,781 into a City Council contingency for unanticipated expenses in 2008.
- Accepted a recommendation by the Mayor to place \$150,000 into a Mayoral contingency to cover higher than expected personnel costs associated with union contract settlements.
- Accepted a technical change to increase Police Pension Aid revenues by \$930,000, consistent with projected collections.
- Accepted a technical change to shift a \$722,568 loan to be used for City Hall improvements to a Public Works special fund. Loan repayments will be paid from General Government Accounts beginning in 2009.

The adopted budget is \$7,002,410, all of which occurs in the general fund.



# **Spending Reports**

## General Government Accounts

Department/Office Director: **MATTHEW G SMITH**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	10,655,068	11,929,660	4,837,134	6,736,526	7,002,410	265,884	2,165,276
720 DEBT-CAPITAL IMPROVEMENT FUND		31,696					
Total Spending by Unit	<b>10,655,068</b>	<b>11,961,355</b>	<b>4,837,134</b>	<b>6,736,526</b>	<b>7,002,410</b>	<b>265,884</b>	<b>2,165,276</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	22,881	3,781	167,467	176,527	176,527		9,060
SERVICES	2,510,885	2,567,621	2,802,448	3,185,972	3,063,404	-122,568	260,956
MATERIALS AND SUPPLIES	23,423	29,721	26,404	26,404	26,404		
EMPLOYER FRINGE BENEFITS	190,890	57,882	142,147	146,845	146,845		4,698
MISC TRANSFER CONTINGENCY ETC	3,849,211	2,529,423	1,698,668	2,600,778	3,589,230	988,452	1,890,562
DEBT	4,057,778	6,718,934					
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS		53,994		600,000	0	-600,000	
Total Spending by Object	<b>10,655,068</b>	<b>11,961,355</b>	<b>4,837,134</b>	<b>6,736,526</b>	<b>7,002,410</b>	<b>265,884</b>	<b>2,165,276</b>
Percent Change from Previous Year		<b>12.3%</b>	<b>-59.6%</b>	<b>39.3%</b>	<b>3.9%</b>	<b>3.9%</b>	<b>44.8%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	10,655,068	11,929,660	4,837,134	6,736,526	7,002,410	265,884	2,165,276
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE							
FEES, SALES AND SERVICES	84,860	2,980					
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	3,927	9,725					
TRANSFERS							
FUND BALANCES							
Total Financing by Object	<b>10,743,855</b>	<b>11,942,365</b>	<b>4,837,134</b>	<b>6,736,526</b>	<b>7,002,410</b>	<b>265,884</b>	<b>2,165,276</b>
Percent Change from Previous Year		<b>11.2%</b>	<b>-59.5%</b>	<b>39.3%</b>	<b>3.9%</b>	<b>3.9%</b>	<b>44.8%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **17 GENERAL GOVERNMENT ACCOUNTS**  
 Division: **1701 CITY COUNCIL GENERAL GOV'T**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: GERTRUDE S MOLONEY

TO PROVIDE FOR THE NON-PROFIT CONTRACT PERFORMANCE PROGRAM AND ALLOW FOR REVIEW AND REVISION OF THE CITY CHARTER.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	FTE/Amount	FTE/Amount	2007 FTE/Amount			
<u>by Type of Expenditure</u>														
SALARIES	4,318	3,781	5,205	5,356	151	2.9%								
SERVICES	323	268	4,231	4,021	-210	-5.0%								
MATERIALS AND SUPPLIES	76	2,594	224	224										
EMPLOYER FRINGE BENEFITS	317	269	340	394	54	15.9%								
MISC TRANSFER CONTINGENCY ETC	198,788	140,490	177,967	432,638	254,671	143.1%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Division Total	203,822	147,403	187,967	442,633	254,666	135.5%								
<u>by Activity</u>														
09100 CIVIC ORGANIZATION CONTRIBUTION	198,788	140,490	177,967	432,638	254,671	143.1%								
09145 CHARTER COMMISSION	5,034	6,912	10,000	9,995	-5	-0.1%	0.1	0.1	0.1	5,205	0.1	5,356		151
Division Total	203,822	147,403	187,967	442,633	254,666	135.5%	0.1	0.1	0.1	5,205	0.1	5,356	0.0	151
Percent Change from Previous Year		-27.7%	27.5%				0.0%	0.0%	0.0%				0.0%	2.9%

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **17 GENERAL GOVERNMENT ACCOUNTS**  
 Division: **1705 EXECUTIVE ADM GENERAL GOV**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: MATTHEW G SMITH

PROVIDE THE FUNDING FOR THE GENERAL GOVERNMENT ACTIVITY BUDGETS LISTED BELOW.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>												
SALARIES			162,262	171,171	8,909	5.5%						
SERVICES	572,131	589,445	698,901	944,936	246,035	35.2%						
MATERIALS AND SUPPLIES	21,175	26,134	26,180	26,180								
EMPLOYER FRINGE BENEFITS	0	0	50,656	55,300	4,644	9.2%						
MISC TRANSFER CONTINGENCY ETC	1,352,183	753,067	1,031,272	1,565,048	533,776	51.8%						
DEBT	4,057,778	6,718,934										
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS												
Division Total	<b>6,003,267</b>	<b>8,087,580</b>	<b>1,969,271</b>	<b>2,762,635</b>	<b>793,364</b>	<b>40.3%</b>						
<b>by Activity</b>												
09030 SECURITIES LENDING	4,097,647	6,759,791										
09040 INNOVATIONS AND TECHNOLOGY	2,500		0	246,030	246,030							
09050 PUBLIC IMPROVEMENT AID	700,000	60,000	110,000	110,000								
09060 GENERAL CONTINGENT RESERVE				558,781	558,781							
09061 SPECIFIED CONTINGENT RESERVE			110,005	85,000	-25,005	-22.7%						
09063 CIB, STAR, HPC COMMITTEE EXPENSES	9,680	15,965	18,034	18,034								
09080 FINANCIAL FORMS: PRINTING	45,482	49,391	62,187	62,187								
09110 CITIZEN PARTICIPATION	525,380	568,343	674,516	674,516								
09111 NGHBD CRIME PREVENTION PROGRAM	126,803	118,657	136,751	136,751								
09126 MUNICIPAL MEMBERSHIPS	118,473	115,510	117,495	117,500	5	0.0%						
09127 INTERGOVERNMENTAL RELATIONS			316,923	330,476	13,553	4.3%		2.0	162,262	2.0	171,171	8,909
09130 STATE AUDITORS FEES	205,346	226,094	226,854	226,854								
09948 EMPLOYEE PARKING: OFFICIAL BUSINESS	171,957	173,829	196,506	196,506								
Division Total	<b>6,003,267</b>	<b>8,087,580</b>	<b>1,969,271</b>	<b>2,762,635</b>	<b>793,364</b>	<b>40.3%</b>		<b>2.0</b>	<b>162,262</b>	<b>2.0</b>	<b>171,171</b>	<b>8,909</b>
Percent Change from Previous Year		<b>34.7%</b>	<b>-75.7%</b>								<b>0.0%</b>	<b>5.5%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **17 GENERAL GOVERNMENT ACCOUNTS**  
 Division: **1710 HUMAN RESOURCES GENERAL GOV'T**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: ANGELA S NALEZNY

TO PROVIDE FUNDING FOR THE TORT CLAIM RESERVE AND THE PREMIUM FOR A SURETY BOND ON CITY EMPLOYEES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008			2005	2006	2007	2008	Change from
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Adopted	Council Adopted	2007
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount
<b><u>by Type of Expenditure</u></b>											
SALARIES	18,563										
SERVICES	9,928	9,719	11,550	11,760	210	1.8%					
MATERIALS AND SUPPLIES											
EMPLOYER FRINGE BENEFITS	190,573	57,613	91,151	91,151							
MISC TRANSFER CONTINGENCY ETC		1,279	2,500	2,500							
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS											
Division Total	<b>219,064</b>	<b>68,611</b>	<b>105,201</b>	<b>105,411</b>	<b>210</b>	<b>0.2%</b>					
<b><u>by Activity</u></b>											
09005 ARBITRATION LIABILITY	171,519										
09025 WORKER'S COMPENSATION (SMALL OFFICES)	37,617	57,613	91,151	91,151							
09081 TORT CLAIMS		1,279	2,500	2,500							
09085 SURETY BOND PREMIUMS	9,928	9,719	11,550	11,760	210	1.8%					
Division Total	<b>219,064</b>	<b>68,611</b>	<b>105,201</b>	<b>105,411</b>	<b>210</b>	<b>0.2%</b>				<b>0.0</b>	<b>0</b>
Percent Change from Previous Year		<b>-68.7%</b>	<b>53.3%</b>								

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

Department: **17 GENERAL GOVERNMENT ACCOUNTS**

Division Manager: JOHN J CHOI

Division: **1715 CITY ATTORNEY GENERAL GOV'T**

Division Mission:

TO PROVIDE EFFECTIVE REPRESENTATION OF THE CITY ON LITIGATED MATTERS, IDENTIFICATION OF MOST SIGNIFICANT CASES, PRIORITIZATION OF RESOURCES TO ASSURE THAT LITIGATION IS HANDLED EFFECTIVELY AND EFFICIENTLY, AND TO PROVIDE FUNDING TO RETAIN OUTSIDE COUNSEL AS NECESSARY AND AS APPROVED BY THE MAYOR AND COUNCIL.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES	21,492	22,068	110,260	110,260						
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC	735,653	404,287	297,500	297,500						
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Division Total	<b>757,145</b>	<b>426,355</b>	<b>407,760</b>	<b>407,760</b>	<b>0 0.0%</b>					
<b><u>by Activity</u></b>										
09070 TORT LIABILITY	735,653	404,287	297,500	297,500						
09073 CITY ATTORNEY-OUTSIDE COUNSEL	21,492	22,068	110,260	110,260						
Division Total	<b>757,145</b>	<b>426,355</b>	<b>407,760</b>	<b>407,760</b>	<b>0 0.0%</b>				<b>0.0</b>	<b>0</b>
Percent Change from Previous Year		<b>-43.7%</b>	<b>-4.4%</b>							

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

Department: **17 GENERAL GOVERNMENT ACCOUNTS**

Division Manager: PAUL T KURTZ

Division: **1720 PUBLIC WORKS GENERAL GOV'T**

Division Mission:

TO PROVIDE FUNDING AND ASSUME FISCAL RESPONSIBILITY FOR THE GENERAL GOVERNMENT ACTIVITIES SUMMARIZED BELOW.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008			2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>											
SALARIES											
SERVICES	1,332,798	1,351,146	1,400,806	1,400,727	-79	0.0%					
MATERIALS AND SUPPLIES	2,173	993									
EMPLOYER FRINGE BENEFITS											
MISC TRANSFER CONTINGENCY ETC	1,562,586	1,230,299	189,429	1,291,544	1,102,115	581.8%					
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS		22,298		0							
Division Total	<b>2,897,557</b>	<b>2,604,736</b>	<b>1,590,235</b>	<b>2,692,271</b>	<b>1,102,036</b>	<b>69.3%</b>					
<b>by Activity</b>											
09051 EXEMPT & FORFEITED PROPERTY	1,362,591	1,230,378	189,508	1,291,544	1,102,036	581.5%					
09052 FORFEITED PROPERTY ASSESSMENTS	36,838		0	0							
09055 ENVIRONMENTAL CLEAN UP	25,630	28,466	75,000	75,000							
09105 EXISTING OBLIGATIONS	163,237										
09170 CH/CH BUILDING MTC (CITY SHARE)	1,309,262	1,345,892	1,325,727	1,325,727							
Division Total	<b>2,897,557</b>	<b>2,604,736</b>	<b>1,590,235</b>	<b>2,692,271</b>	<b>1,102,036</b>	<b>69.3%</b>					
Percent Change from Previous Year		<b>-10.1%</b>	<b>-38.9%</b>								
										<b>0.0</b>	<b>0</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **17 GENERAL GOVERNMENT ACCOUNTS**  
 Division: **1725 CITIZEN SERVICES GENERAL GOV'T**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: SHARI A MOORE

TO PROVIDE FUNDING FOR THE CITY'S SHARE OF THE COST OF ELECTIONS IN ST. PAUL.

Spending Amount							Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008			2005	2006	2007	2008	Change from
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007	
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount
<u>by Type of Expenditure</u>											
SALARIES											
SERVICES	574,213	594,975	576,700	591,700	15,000	2.6%					
MATERIALS AND SUPPLIES											
EMPLOYER FRINGE BENEFITS											
MISC TRANSFER CONTINGENCY ETC											
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS											
Division Total	574,213	594,975	576,700	591,700	15,000	2.6%					
<u>by Activity</u>											
09263 ELECTIONS	574,213	594,975	576,700	591,700	15,000	2.6%					
Division Total	574,213	594,975	576,700	591,700	15,000	2.6%				0.0	0
Percent Change from Previous Year		3.6%	-3.1%								

# **Financing Reports**

## Financing by Major Object Code

Department: **17 GENERAL GOVERNMENT ACCOUNTS**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3404 WORKERS COMP BENEFITS	258,014	150,000			
3424 POLICE PENSION AMORTIZATION AID	3,257,529	3,424,461	3,257,529	4,118,821	861,292
3425 FIRE PENSION AMORTIZATION AID	2,182,223	2,328,651	2,182,223	2,099,897	-82,326
3441 PERA PENSION AID	517,512	517,512	517,512	517,512	
3444 POLICE-FIRE DISABILITY BENEFITS	329,587	333,792	329,587	329,587	
<b>INTERGOVERNMENTAL REVENUE</b>	6,544,865	6,754,416	6,286,851	7,065,817	778,966
4099 FEES - N.O.C.	71,165	75,030	85,000	85,000	
<b>FEES, SALES AND SERVICES</b>	71,165	75,030	85,000	85,000	0
6602 INTEREST ON INVESTMENTS			43,500	43,500	
6609 INTEREST REV-SECURITY LENDING	4,157,792	6,821,378			
6905 CONTRIB. & DONATIONS - OUTSIDE		250			
6908 DAMAGE CLAIM RECOVERY FROM OTHERS	14,993	144,176			
6915 REFUNDS - NOT OTHERWISE CLASSIFIED	45,766				
6917 REFUNDS - OVERPAYMENTS					
6922 REPAYMENT OF ADVANCE OR LOAN					
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	3,342		500	500	
<b>MISCELLANEOUS REVENUE</b>	4,221,893	6,965,804	44,000	44,000	0
7305 TRANSFER FROM SPECIAL REVENUE FUND	71,221	68,835	339,652	249,652	-90,000
7306 TRANSFER FROM CAP PROJ FUND-OTHER	350,000			110,328	110,328
7399 TRANSFER FROM SPECIAL FUND	18,486	18,486	18,486	18,486	
<b>TRANSFERS</b>	439,707	87,321	358,138	378,466	20,328
9830 USE OF FUND BALANCE					
<b>FUND BALANCES</b>	0	0	0	0	0
<b>Fund Total</b>	11,277,630	13,882,571	6,773,989	7,573,283	799,294

## Financing by Major Object Code

Department: **17 GENERAL GOVERNMENT ACCOUNTS**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4299	SALES N.O.C. -----	84,860	2,980			
	<b>FEES, SALES AND SERVICES</b>	84,860	2,980	0	0	0
6602	INTEREST ON INVESTMENTS -----	6,986	9,663			
6611	INC(DEC) FMV OF INVESTMENT -----	-3,059	62			
	<b>MISCELLANEOUS REVENUE</b>	3,927	9,725	0	0	0
	Fund Total	88,787	12,705	0	0	0

<b><u>Department Total</u></b>	<b><u>11,366,417</u></b>	<b><u>13,895,276</u></b>	<b><u>6,773,989</u></b>	<b><u>7,573,283</u></b>	<b><u>799,294</u></b>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>17</b>	<b>GENERAL GOVERNMENT ACCOUNTS</b>					
09100	CIVIC ORGANIZATION CONTRIBUTION			90,000	110,328	20,328
09010	ST PAUL POLICE RELIEF ASSN	3,257,529	3,424,461	3,257,529	4,118,821	861,292
09011	ST PAUL FIRE DEPT RELIEF ASSN	2,182,223	2,328,651	2,182,223	2,099,897	-82,326
09013	PERA, FICA & HRA PENSION	517,512	517,512	517,512	517,512	
09030	SECURITIES LENDING	4,157,792	6,821,378	43,500	43,500	
09050	PUBLIC IMPROVEMENT AID	350,000				
09063	CIB, STAR, HPC COMMITTEE EXPENSES		250			
09110	CITIZEN PARTICIPATION	18,486	18,486	18,486	18,486	
09127	INTERGOVERNMENTAL RELATIONS			178,746	178,746	
09948	EMPLOYEE PARKING: OFFICIAL BUSINESS	142,386	143,865	155,906	155,906	
09002	RETIREE INSURANCE - CITY SHARE	329,587	333,792	329,587	329,587	
09020	WORKER'S COMPENSATION	318,728	294,176			
09070	TORT LIABILITY	45		500	500	
09051	EXEMPT & FORFEITED PROPERTY	3,342				
	<b>Department Total</b>	<b>11,277,630</b>	<b>13,882,571</b>	<b>6,773,989</b>	<b>7,573,283</b>	<b>799,294</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	6,544,865	6,754,416	6,286,851	7,065,817	778,966
	FEES, SALES AND SERVICES	71,165	75,030	85,000	85,000	
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	4,221,893	6,965,804	44,000	44,000	
	TRANSFERS	439,707	87,321	358,138	378,466	20,328
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>11,277,630</b>	<b>13,882,571</b>	<b>6,773,989</b>	<b>7,573,283</b>	<b>799,294</b>
	<b>General Fund Total</b>	<b>157,270,714</b>	<b>177,352,696</b>	<b>171,908,169</b>	<b>182,430,768</b>	<b>10,522,599</b>

# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

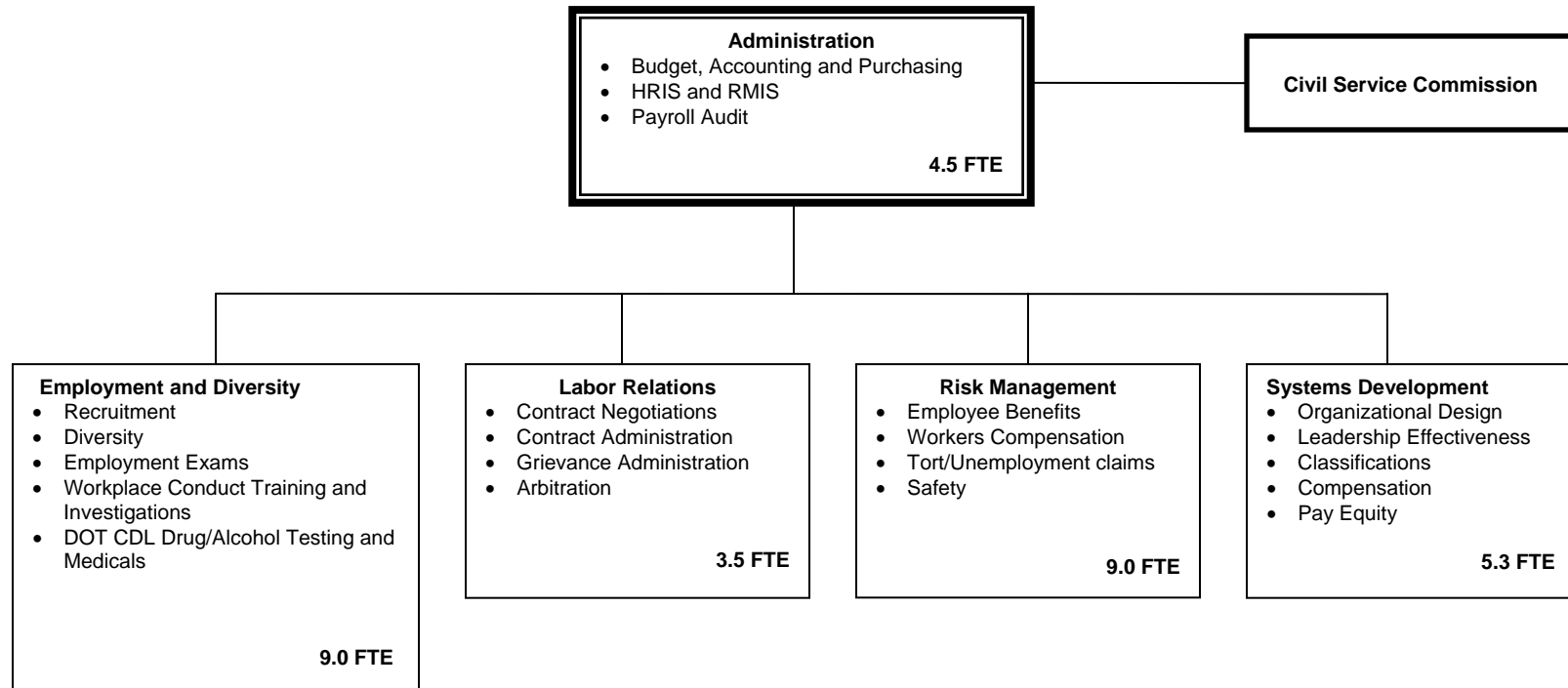
**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
17	GENERAL GOVERNMENT ACCOUNTS					
1701	CITY COUNCIL GENERAL GOV'T					
	09145 CHARTER COMMISSION	0.1	0.1	0.1	0.1	0.0
	<b>Division Total</b>	<b>0.1</b>	<b>0.1</b>	<b>0.1</b>	<b>0.1</b>	<b>0.0</b>
1705	EXECUTIVE ADM GENERAL GOV					
	09127 INTERGOVERNMENTAL RELATIONS			2.0	2.0	0.0
	<b>Division Total</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
	<b>Department Total</b>	<b>0.1</b>	<b>0.1</b>	<b>2.1</b>	<b>2.1</b>	<b>0.0</b>

<b>Fund Total</b>	<u><b>1684.8</b></u>	<u><b>1725.5</b></u>	<u><b>1751.7</b></u>	<u><b>1699.7</b></u>	<u><b>-52.0</b></u>
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## Human Resources

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



**(Total 31.3 FTEs)**

## About the Office of Human Resources

### What We Do (Description of Services)

Human Resources provides essential and comprehensive services and support to the City's departments and offices and to its 3,100 employees.

- **Administration:** Interpret personnel policies and rules; audit payroll documents to ensure accuracy and compliance with policies; maintain employee service records; and support the office's information service needs.
- **Employment and Diversity:** Work with departments and offices in planning their staffing needs; recruit qualified and diverse candidates for City job openings; conduct targeted recruitment; post job announcements; review applications; develop and administer tests; conduct Workplace Conduct Policy training and investigation.
- **Labor Relations:** Negotiate and administer all of the collective bargaining agreements between the City and employee unions; represent City management in arbitrations, labor management committees, policy development and grievance handling; and advise City managers on employee issues such as sick leave, performance and discipline.
- **Risk Management:** Organize, coordinate, and provide management assistance to all City risk treatment programs; provide financial and program management of all City employee benefit functions; identify, measure, analyze and report property, casualty, and liability risks; and administer the City's workers compensation program.
- **Systems Development:** Develop organizational capacity by redesigning structures, restructuring jobs, enhancing team and leadership effectiveness, addressing performance management issues, and developing strategic and operational plans; perform job analyses; establish class specifications as a tool for management; and determine appropriate compensation based on principles of comparable worth.

### 2006-2007 Accomplishments

We're proud of the following accomplishments for 2006 & 2007:

- Negotiated below industry average health insurance rate increases for 2009 and 2010 with no benefit reductions.
- Completed RFPs and provider selections for property broker, life insurance and health care providers, and workers compensation managed care and bill review services.
- Workers compensation medical bill review process saved \$3.08 million in 2006, 46% of the cost of all bills received.
- In 2006 the City reported 96.2% of workers compensation first report of injuries to the State, highest among all industries.
- Implemented on-line benefits and open enrollment.
- Established insurance requirements with the Risk Management Convention Group to financially protect the City for the RNC.
- Offered workers compensation and general risk management training for City managers and supervisors, increasing departmental interest in reducing injuries and costs.
- Increased flexible spending participation by 20% since 2005.
- Started a new Professional & Technical Development Series.
- Maintained the City's Pay Equity Compliance
- Provided effective, competency-based tools to better meet the City's needs in the areas of classification and structural design, performance management, and problem solving.
- Conducted a national recruitment process for Fire Chief.
- Became a national leader in the area of racial justice by removing the criminal history question from the City's employment application.
- Led New Conversations on Race & Racism for staff & DODs.
- Passed an audit of drug testing procedures and policies to determine compliance with DOT regulations.
- Spearheaded Street Services Worker trainee pilot program.
- Coordinated a summer job fair for Youth Job Corps employees.
- Successfully defended two veteran's preference termination hearings.
- Negotiated five labor contracts.

## Key Performance Measures

**Performance Objective:** Providing excellent customer service to city departments and offices

**Performance Indicator:** Customer Service Ratings (out of 5 points)

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Employment and Diversity	4.75	4.5	4.6	4.6
Labor Relations	3.9	4.2	4.3	4.3
Risk Management	n/a	4.4	4.5	4.5
Systems Development	4.7	4.7	4.8	4.8

**Performance Objective:** Aggressively recruit for City job openings to ensure hiring reflects the diversity of the City of Saint Paul

**Performance Indicator:** % of applications received by women and minorities

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
% of applications received by women	27%	37%	38%	38%
% of applications received by minorities	28%	28%	35%	35%

**Performance Objective:** Keep the yearly increased cost of retiree health insurance below national health care cost inflation.

**Performance Indicator:** % change per year

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
% increase in cost of retiree health insurance	-0.26	-10.02	2.59	8.96

**Performance Objective:** Keep the cost of employee health insurance at or below the national health care cost. (MN State law requires early retirees to be placed in same pool as active employees, which increases the City's average cost, comparatively.)

**Performance Indicator:** Cost per employee (\$) City contribution plus employee contribution cost

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Cost per employee - City	6,393	6,321	6,658	7,485
Cost per employee - national average (govt)	6,908	n/a	n/a	n/a

**Performance Objective:** Reduce the number of worker's compensation lost time days to reduce costs & increase productivity.

**Performance Indicator:** Total number of days lost.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Total number of days lost citywide	2,902	2,535	2,600	2,600

## 2008 Budget Plan

### 2008 Priorities

- Maintain high customer satisfaction ratings by providing exceptional service to our clients and customers.
- Attract, develop and maintain a diverse, professional workforce by fostering inclusive business practices and continuing to utilize aggressive recruiting strategies.
- Continue implementing a competency-based HR system for the City, providing education, practical applications, and streamlined processes as components of the system.
- Provide development opportunities for all levels of the organization in 2008.
- Increase Organizational Development Consulting Services capacity in the City.
- Complete effort to create 100% online access to Systems Development historical files, eliminating paper files.
- Complete negotiations of all open labor agreements in a timely fashion.
- Resolve conflicts in an equitable manner.
- Maintain equitable market positions for job classes.
- Maintain favorable decision rate for arbitrations and civil service hearings.
- Continue to administer the City's workers compensation and tort liability programs in a timely, fiscally responsible manner, and in accordance with state statutes.
- Work with the LMCHI to implement a cost effective health education/wellness program.
- Continue to work with departments to reduce workers compensation expenditures.
- Contract to conduct external assessments of the value of all City properties.
- Increase the number of participants in the medical FSA.
- Practice financially sound claims handling practices.
- Provide quarterly updates to departments, offices, and Saint Paul Regional Water Services (SPRWS).
- Develop a comprehensive procedure manual for benefits.
- Maintain and administer billing of property insurance for the City and SPRWS.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The proposed general fund budget for Human Resources is \$3,161,786, which represents an increase of \$91,164 over the 2007 Adopted Budget. This growth is primarily due to step and merit increases, promotions and inflation. There are 31.3 FTEs budgeted for 2008, a decline of 1.3 FTEs from 2007's total. The department achieved its spending reduction target by eliminating one full time position, removing funding for an intern and by eliminating general fund tuition reimbursements for employees budgeted in special funds.

The special fund budget is \$2,638,000, which is \$140,500 more than the 2007 Adopted Budget. The special fund budget is for the Risk Management Retention Fund, a consolidation of citywide risk related activities including property insurance, tort claims, flexible spending accounts, and workers compensation costs. The growth in this budget is mostly due to workers compensation and property insurance costs.

The proposed budget for HR reflects the office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights.

#### Statistical Profile

- Number of active labor contracts: 22
- Number of organizational design studies: 333
- Total number of exams: 82
- Total number of job applicants: 3,775
- Number of tort files opened: 372
- Number of open tort files at year end: 113
- Number of work comp files opened: 848
- Number of open work comp files at year end: 503

## **2008 Budget Plan (Continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Office of Human Resources budget and recommendations as proposed by the Mayor and approved the following changes:

- Accepted technical changes to the special fund budget, which revise spending estimates for property insurance and tort claims.
- Accepted technical changes to the special fund budget, which increase property insurance revenue estimates and reduce the use of fund balance as a revenue source.

The 2008 adopted budget is \$3,161,786 for the general fund and \$2,348,000 in special funds. The adopted budget includes 31.3 general fund FTEs and no special fund FTEs.



# **Spending Reports**

# Human Resources

Department/Office Director: **ANGELA S NALEZNY**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	3,071,328	2,979,306	3,070,622	3,161,786	3,161,786		91,164
060 RISK MANAGEMENT RETENTION FUND	1,082,166	1,797,821	2,497,500	2,638,000	2,348,000	-290,000	-149,500
Total Spending by Unit	<b>4,153,494</b>	<b>4,777,127</b>	<b>5,568,122</b>	<b>5,799,786</b>	<b>5,509,786</b>	<b>-290,000</b>	<b>-58,336</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	1,712,385	1,857,780	1,919,582	1,981,334	1,981,334		61,752
SERVICES	935,932	962,122	1,068,465	1,068,866	1,068,866		401
MATERIALS AND SUPPLIES	55,471	59,844	57,623	59,349	59,349		1,726
EMPLOYER FRINGE BENEFITS	1,396,110	1,783,428	2,071,452	2,141,737	2,141,737		70,285
MISC TRANSFER CONTINGENCY ETC	943	113,954	451,000	548,500	258,500	-290,000	-192,500
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS	52,653		0	0	0		
Total Spending by Object	<b>4,153,494</b>	<b>4,777,127</b>	<b>5,568,122</b>	<b>5,799,786</b>	<b>5,509,786</b>	<b>-290,000</b>	<b>-58,336</b>
Percent Change from Previous Year		<b>15.0%</b>	<b>16.6%</b>	<b>4.2%</b>	<b>-5.0%</b>	<b>-5.0%</b>	<b>-1.0%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	3,071,328	2,979,306	3,070,622	3,161,786	3,161,786		91,164
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE			532,000	400,000	400,000		-132,000
FEES, SALES AND SERVICES							
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	1,444,476	1,794,988	1,582,500	1,590,000	1,730,000		147,500
TRANSFERS	432,734						
FUND BALANCES			383,000	648,000	218,000		-165,000
Total Financing by Object	<b>4,948,538</b>	<b>4,774,294</b>	<b>5,568,122</b>	<b>5,799,786</b>	<b>5,509,786</b>	<b>-290,000</b>	<b>-58,336</b>
Percent Change from Previous Year		<b>-3.5%</b>	<b>16.6%</b>	<b>4.2%</b>	<b>-5.0%</b>	<b>-5.0%</b>	<b>-1.0%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **03 EXECUTIVE ADMINISTRATION**  
 Division: **0350 HUMAN RESOURCES**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: ANGELA S NALEZNY

PROVIDE THE CITY WITH EFFECTIVE AND EFFICIENT HUMAN RESOURCE SERVICES AND EXPERTISE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	1,712,385	1,857,780	1,919,582	1,981,334	61,752	3.2%								
SERVICES	715,532	485,843	493,465	488,866	-4,599	-0.9%								
MATERIALS AND SUPPLIES	55,471	59,844	57,623	59,349	1,726	3.0%								
EMPLOYER FRINGE BENEFITS	534,625	574,809	598,952	631,237	32,285	5.4%								
MISC TRANSFER CONTINGENCY ETC	663	1,031	1,000	1,000										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	52,653		0	0										
Division Total	3,071,328	2,979,306	3,070,622	3,161,786	91,164	3.0%								
<u>by Activity</u>														
00165 HUMAN RESOURCES	3,071,328	2,979,306	3,070,622	3,161,786	91,164	3.0%	32.9	32.4	32.6	1,919,582	31.3	1,981,334	-1.3	61,752
Division Total	3,071,328	2,979,306	3,070,622	3,161,786	91,164	3.0%	32.9	32.4	32.6	1,919,582	31.3	1,981,334	-1.3	61,752
Percent Change from Previous Year		-3.0%	3.1%				-1.5%	0.6%					-4.0%	3.2%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **060 RISK MANAGEMENT RETENTION FUND**Department: **0350 HUMAN RESOURCES**

Fund Purpose:

Fund Manager: ANGELA S NALEZNY

Department Director: ANGELA S NALEZNY

THE RISK MANAGEMENT RETENTION FUND IS A CONSOLIDATION OF CITY-WIDE RISK RELATED ACTIVITIES INCLUDING PROPERTY INSURANCE, TORT CLAIMS, FLEXIBLE SPENDING ACCOUNTS AND WORKERS COMPENSATION COSTS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior	Last Year	Adopted	Council Adopted						
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent	FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES	220,401	476,280	575,000	580,000	5,000	0.9%				
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS	861,486	1,208,619	1,472,500	1,510,500	38,000	2.6%				
MISC TRANSFER CONTINGENCY ETC	280	112,923	450,000	257,500	-192,500	-42.8%				
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	1,082,166	1,797,821	2,497,500	2,348,000	-149,500	-6.0%				
<b>by Activity</b>										
10120 WORKERS COMPENSATION	861,486	1,207,860	1,472,500	1,508,000	35,500	2.4%				
10121 PROPERTY INSURANCE	181,383	541,932	900,000	750,000	-150,000	-16.7%				
10122 FSA RESERVE	39,297	47,271	75,000	80,000	5,000	6.7%				
10123 TORT CLAIMS		759	50,000	10,000	-40,000	-80.0%				
Fund Total	1,082,166	1,797,821	2,497,500	2,348,000	-149,500	-6.0%			0.0	0
Percent Change from Previous Year		66.1%	38.9%							

# **Financing Reports**

## Financing by Major Object Code

Department: **0350HUMAN RESOURCES**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4306 DUPLICATING -XEROX-MULTILIT-ETC.	134	27			
4399 SERVICES N.O.C.			241,543	241,543	
<b>FEES, SALES AND SERVICES</b>	134	27	241,543	241,543	0
6905 CONTRIB. & DONATIONS - OUTSIDE	2,320	3,576	600	600	
6914 REFUNDS - JURY DUTY PAY		60			
6915 REFUNDS - NOT OTHERWISE CLASSIFIED	306	49			
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	241,543	241,543			
<b>MISCELLANEOUS REVENUE</b>	244,169	245,228	600	600	0
7303 TRANSFER FROM INTERNAL SERVICE FUND		100,000			
7305 TRANSFER FROM SPECIAL REVENUE FUND					
<b>TRANSFERS</b>	0	100,000	0	0	0
Fund Total	244,303	345,255	242,143	242,143	0

## Financing by Major Object Code

Department: **0350HUMAN RESOURCES**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3404 WORKERS COMP BENEFITS			532,000	400,000	-132,000
<b>INTERGOVERNMENTAL REVENUE</b>	0	0	532,000	400,000	-132,000
6906 CONTRIBUTIONS FROM OTHER FUNDS	1,378,903	1,556,130	1,582,500	1,650,000	67,500
6908 DAMAGE CLAIM RECOVERY FROM OTHERS	1,497	207,579			
6915 REFUNDS - NOT OTHERWISE CLASSIFIED	834				
6917 REFUNDS - OVERPAYMENTS	27,215				
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	36,027	31,279		80,000	80,000
<b>MISCELLANEOUS REVENUE</b>	1,444,476	1,794,988	1,582,500	1,730,000	147,500
7303 TRANSFER FROM INTERNAL SERVICE FUND	296,530				
7305 TRANSFER FROM SPECIAL REVENUE FUND	136,204				
<b>TRANSFERS</b>	432,734	0	0	0	0
9830 USE OF FUND BALANCE			383,000	218,000	-165,000
<b>FUND BALANCES</b>	0	0	383,000	218,000	-165,000
Fund Total	1,877,210	1,794,988	2,497,500	2,348,000	-149,500

<b><u>Department Total</u></b>	<b><u>2,121,513</u></b>	<b><u>2,140,243</u></b>	<b><u>2,739,643</u></b>	<b><u>2,590,143</u></b>	<b><u>-149,500</u></b>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0350</b>	<b>HUMAN RESOURCES</b>					
00165	HUMAN RESOURCES	244,303	345,255	242,143	242,143	
	<b>Department Total</b>	<b>244,303</b>	<b>345,255</b>	<b>242,143</b>	<b>242,143</b>	<b>0</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	134	27	241,543	241,543	
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	244,169	245,228	600	600	
	TRANSFERS		100,000			
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>244,303</b>	<b>345,255</b>	<b>242,143</b>	<b>242,143</b>	<b>0</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **060 RISK MANAGEMENT RETENTION FUND**

Fund Manager: ANGELA S NALEZNY

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE FOR THIS FUND COMES FROM CITY DEPARTMENTS' SHARE OF WORKERS COMPENSATION AND PROPERTY INSURANCE COSTS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0350</b>	<b>HUMAN RESOURCES</b>					
10120	WORKERS COMPENSATION	826,847	1,155,348	1,472,500	1,508,000	35,500
10121	PROPERTY INSURANCE	850,917	608,361	900,000	750,000	-150,000
10122	FSA RESERVE	199,446	31,279	75,000	80,000	5,000
10123	TORT CLAIMS			50,000	10,000	-40,000
	<b>Department Total</b>	<b>1,877,210</b>	<b>1,794,988</b>	<b>2,497,500</b>	<b>2,348,000</b>	<b>-149,500</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE			532,000	400,000	-132,000
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	1,444,476	1,794,988	1,582,500	1,730,000	147,500
	TRANSFERS	432,734				
	FUND BALANCES			383,000	218,000	-165,000
	<b>Total Financing by Object</b>	<b>1,877,210</b>	<b>1,794,988</b>	<b>2,497,500</b>	<b>2,348,000</b>	<b>-149,500</b>



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
<hr/>						
0350	HUMAN RESOURCES					
0350	HUMAN RESOURCES					
	00165 HUMAN RESOURCES	32.9	32.4	32.6	31.3	-1.3
	-----					
	Division Total	32.9	32.4	32.6	31.3	-1.3
	-----					
	Department Total	32.9	32.4	32.6	31.3	-1.3
	-----					

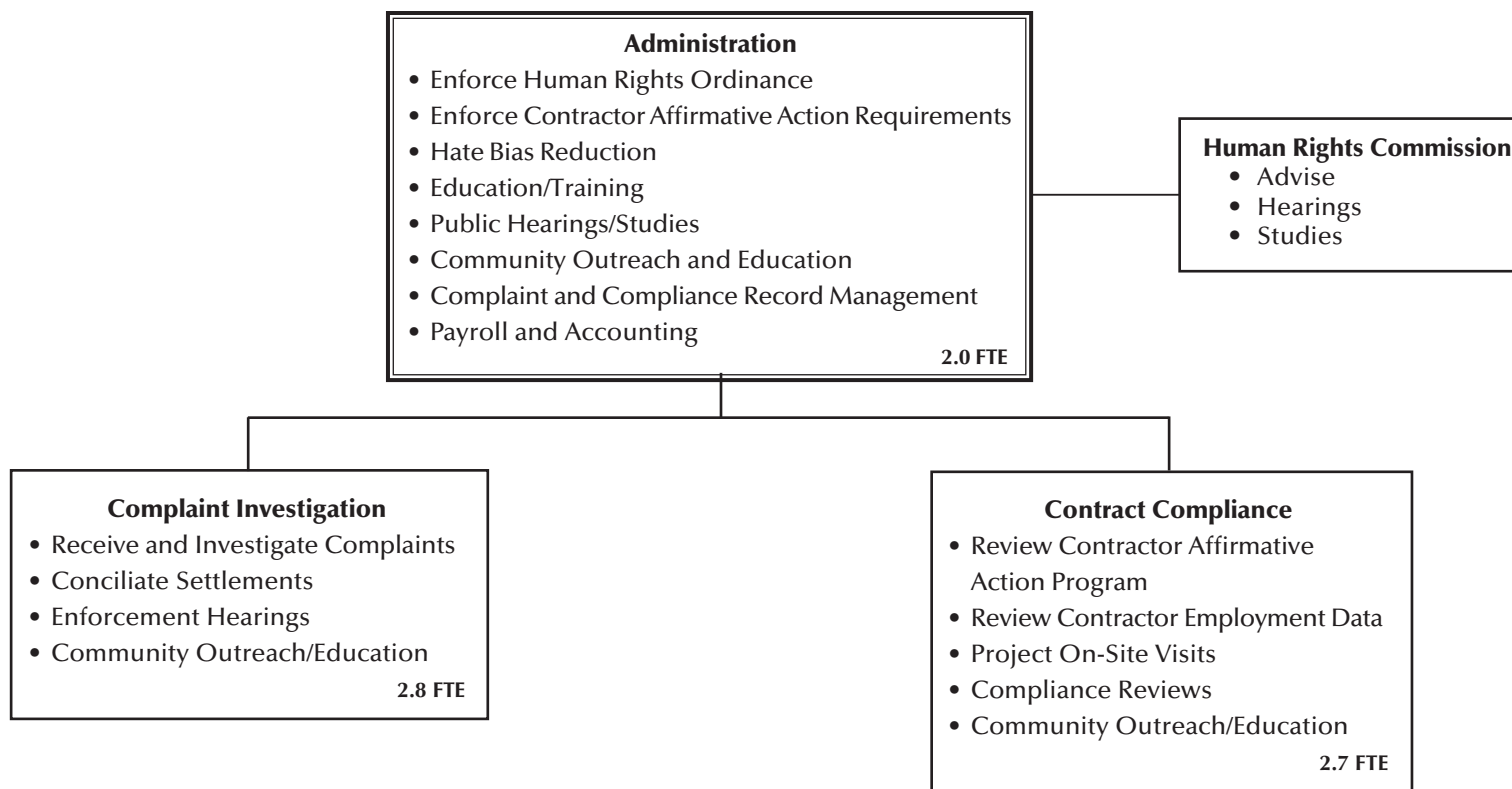
# Human Rights

*To prevent and eliminate discrimination by:*

*Enforcing the provisions of Chapter 183 of the Saint Paul Legislative Code (Human Rights Ordinance) and its Rules Governing Affirmative Requirements in Employment;*

*Providing educational and training opportunities that enable recipients to create equitable living and working environments;*

*Facilitating collaborations with and between individuals, agencies, and organizations to maximize community resources towards the prevention and elimination of prejudice, racism and discrimination.*



(Total 7.5 FTEs)

## About the Human Rights Department

### What We Do (Description of Services)

- **Complaint Investigation:** The Department investigates complaints from citizens who believe they have been discriminated against based on their protected class status that may violate the Chapter 183 of the Saint Paul Legislative Code.
- **Contract Compliance:** Chapter 183.04 of the Saint Paul Legislative Code requires the Human Rights Department to monitor city contracts over \$50,000 to ensure businesses are recruiting, hiring and promoting women, minorities and persons with disabilities.
- **Outreach & Education:** The Department continues to do outreach and education in the community on issues of prejudice, racism and discrimination.

### 2006-2007 Accomplishments

- The Department, for the 9<sup>th</sup> straight year, met its contract obligations with the Equal Employment Opportunity Commission.
- The Department monitors over 500 contractors and subcontractors with contracts over \$50,000 that result in an estimated 600 women, minorities and disabled persons hired annually with an economic value of approximately \$12,000,000.
- Outreach and education is essential in the City of Saint Paul with a minority population of 41% that is expected to exceed 50% by the 2010 census report and a school district that with an enrollment of nearly 70% minority students. The Department participated in over 100 outreach education events at CLUES, American Indian Family Center, GLBT community, disabled community, Asian community and many others.

### Statistical Profile

- 90% of all cases completed in 270 days.
- The Department had zero backlog for the 10<sup>th</sup> consecutive year.
- Cases filed have increased for the 10<sup>th</sup> consecutive year, from a low of 41 in 1996.

## Key Performance Measures

**Performance Objective:** Meet or exceed the contract goals for the Equal Employment Opportunity Commission for cases closed under Title VII of the CRA of 1964 that pays the City of Saint Paul \$500 per employment case

**Performance Indicator:** Meet or exceed contract goal set with the Equal Employment Opportunity Commission

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Actual	125	107	105	
Goal	100	95	100	110

**Performance Objective:** Conduct education and outreach in the protected communities to eliminate prejudice, racism and discrimination

**Performance Indicator:** Number of actual outreach and education events in the community

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Community Outreach and Education				
Actual	90	135	120	
Goal	75	100	125	125

**Performance Objective:** 100% of Affirmative Action Registrations/Affirmative Action Plans approved by the Department

**Performance Indicator:** Number of Affirmative Action Registrations/Affirmative Action Plans approved by the Department

<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
100% of companies doing business with the City of Saint Paul over \$50,000 in a 12-month period of time have submitted their Affirmative Action Registration/Affirmative Action Plans to the Department.				
Actual	210	250	275	
Goal	175	215	250	300

## 2008 Budget Plan

### 2008 Priorities

- Increase outreach and education in the Somali, Hmong, Native American, GLBT and Disabled communities.
- Partnerships with the Equal Employment Opportunity Commission, Housing & Urban Development, Minnesota Department of Human Rights, Minneapolis Department of Civil Rights and other local civil/human rights organizations in the areas of employment, housing, public accommodations, public services and education.
- Increased outreach and education in the Saint Paul Public Schools.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The Human Rights proposed budget for 2008 is \$625,102, which is an increase of \$27,171 or 4.5% from 2007. The general fund portion increases by \$41,549, which is entirely the result of inflationary pressures and a shift of staff from the special fund to the general fund. This budget results in no net change to staff or service level. The special fund decreases by \$14,378 due to the reduction in available fund balance that was used to absorb general fund staff costs after the 2003 LGA reduction.

#### Council Actions

The City Council adopted the Human Rights budget as proposed by the Mayor.

The adopted general fund budget is \$574,414 and the special fund budget is \$50,688.

# **Spending Reports**

# Human Rights

Department/Office Director: **WILLIAM H TERRILL**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	515,251	534,732	532,865	574,414	574,414		41,549
050 SPECIAL PROJECTS:GEN GOV ACCTS FUND	43,042	70,217	65,066	50,688	50,688		-14,378
Total Spending by Unit	<b>558,293</b>	<b>604,949</b>	<b>597,931</b>	<b>625,102</b>	<b>625,102</b>	<b>0</b>	<b>27,171</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	393,714	424,226	421,990	441,403	441,403		19,413
SERVICES	30,679	37,520	31,880	30,699	30,699		-1,181
MATERIALS AND SUPPLIES	7,926	10,129	5,900	5,900	5,900		
EMPLOYER FRINGE BENEFITS	125,705	132,899	136,661	145,600	145,600		8,939
MISC TRANSFER CONTINGENCY ETC	268	175	1,500	1,500	1,500		
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS							
Total Spending by Object	<b>558,293</b>	<b>604,949</b>	<b>597,931</b>	<b>625,102</b>	<b>625,102</b>	<b>0</b>	<b>27,171</b>
Percent Change from Previous Year		<b>8.4%</b>	<b>-1.2%</b>	<b>4.5%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>4.5%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	515,251	534,732	532,865	574,414	574,414		41,549
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	51,200	55,200	50,000	50,688	50,688		688
FEES, SALES AND SERVICES							
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE							
TRANSFERS							
FUND BALANCES			15,066				-15,066
Total Financing by Object	<b>566,451</b>	<b>589,932</b>	<b>597,931</b>	<b>625,102</b>	<b>625,102</b>	<b>0</b>	<b>27,171</b>
Percent Change from Previous Year		<b>4.1%</b>	<b>1.4%</b>	<b>4.5%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>4.5%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **03 EXECUTIVE ADMINISTRATION**  
 Division: **0345 HUMAN RIGHTS**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: WILLIAM H TERRILL

THE MISSION OF THE SAINT PAUL DEPARTMENT OF HUMAN RIGHTS IS TO PREVENT AND ELIMINATE DISCRIMINATION.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	362,740	374,295	375,167	405,418	30,251	8.1%								
SERVICES	28,432	32,447	28,255	27,458	-797	-2.8%								
MATERIALS AND SUPPLIES	7,926	10,082	5,900	5,900										
EMPLOYER FRINGE BENEFITS	115,885	117,733	122,043	134,138	12,095	9.9%								
MISC TRANSFER CONTINGENCY ETC	268	175	1,500	1,500										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Division Total	515,251	534,732	532,865	574,414	41,549	7.8%								
<b>by Activity</b>														
00152 HUMAN RIGHTS OFFICE	515,251	534,732	532,865	574,414	41,549	7.8%	6.2	6.3	6.7	375,167	6.9	405,418	0.2	30,251
Division Total	515,251	534,732	532,865	574,414	41,549	7.8%	6.2	6.3	6.7	375,167	6.9	405,418	0.2	30,251
Percent Change from Previous Year		3.8%	-0.3%				1.6%	6.3%				3.0%	8.1%	

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **050 SPECIAL PROJECTS:GEN GOV ACCTS FUND**Department: **0345 HUMAN RIGHTS**

Fund Manager: RONALD G KLINE

Department Director: WILLIAM H TERRILL

Fund Purpose:

TO ENABLE STAFF TO UNDERTAKE SPECIAL PROJECTS, ACTIVITIES AND STUDIES, OR EXECUTE GRANTS BENEFICIAL TO THE CITY AND THE ORGANIZATION. SPECIFICALLY, FOR THE NEXT BUDGET YEAR, TO PROVIDE FOR: 1) THE DISTRIBUTION OF THE HOTEL MOTEL TAX, 2) THE MAYOR'S SPECIAL EVENTS AND THE WINTER CARNIVAL DINNER, 3) THE ENFORCEMENT OF LOCAL AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS, 4) THE CITY'S "PREJUDICE ISN'T WELCOME" STRATEGY, 5) PROCESSING THE RECOVERY OF CENTRAL OVER HEAD COSTS FROM THE CITY'S SPECIAL FUNDS, 6) ASSESSING THE CDBG GRANT FOR ACCOUNTING SERVICES, 7) CASH MANAGEMENT SERVICE AND REPORTING, AND 8) THE ADMINISTRATION OF EMPLOYEE FLEXIBLE SPENDING ACCOUNTS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008			Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount		2007 FTE/Amount	FTE/Amount
<b><u>by Type of Expenditure</u></b>														
SALARIES	30,974	49,931	46,823	35,985	-10,838	-23.1%								
SERVICES	2,247	5,073	3,625	3,241	-384	-10.6%								
MATERIALS AND SUPPLIES		47												
EMPLOYER FRINGE BENEFITS	9,821	15,167	14,618	11,462	-3,156	-21.6%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	<b>43,042</b>	<b>70,217</b>	<b>65,066</b>	<b>50,688</b>	<b>-14,378</b>	<b>-22.1%</b>								
<b><u>by Activity</u></b>														
30150 EQUAL EMPLOYMENT OPPORTUNITY GRANT	43,042	70,217	65,066	50,688	-14,378	-22.1%	1.0	0.9	0.8	46,823	0.6	35,985	-0.2	-10,838
Fund Total	<b>43,042</b>	<b>70,217</b>	<b>65,066</b>	<b>50,688</b>	<b>-14,378</b>	<b>-22.1%</b>	<b>1.0</b>	<b>0.9</b>	<b>0.8</b>	<b>46,823</b>	<b>0.6</b>	<b>35,985</b>	<b>-0.2</b>	<b>-10,838</b>
Percent Change from Previous Year		<b>63.1%</b>	<b>-7.3%</b>				<b>-10.0%</b>	<b>-11.1%</b>				<b>-25.0%</b>	<b>-23.1%</b>	

# **Financing Reports**

## Financing by Major Object Code

Department: **0345HUMAN RIGHTS**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4205 MERCHANDISE .....		164			
4306 DUPLICATING -XEROX-MULTILIT-ETC. ....	395	75			
<b>FEES, SALES AND SERVICES</b>	395	239	0	0	0
6915 REFUNDS - NOT OTHERWISE CLASSIFIED .....	567				
6927 OTHER AGENCY SHARE OF COST .....					
<b>MISCELLANEOUS REVENUE</b>	567	0	0	0	0
Fund Total	962	239	0	0	0

## Financing by Major Object Code

Department: **0345HUMAN RIGHTS**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3019 EQUAL EMP OPPORTUNITY GRANT	51,200	55,200	50,000	50,688	688
<b>INTERGOVERNMENTAL REVENUE</b>	51,200	55,200	50,000	50,688	688
9830 USE OF FUND BALANCE			15,066		-15,066
<b>FUND BALANCES</b>	0	0	15,066	0	-15,066
Fund Total	51,200	55,200	65,066	50,688	-14,378

**Department Total**

**52,162**

**55,439**

**65,066**

**50,688**

**-14,378**

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **050 SPECIAL PROJECTS:GEN GOV ACCTS FUND**

Fund Manager: RONALD G KLINE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

1) HOTEL MOTEL TAX PROJECTIONS ARE ESTIMATED AT 3% GROWTH OVER THE CURRENT YEAR (30108). 2) PRIVATE CONTRIBUTIONS ARE USED TO SUPPORT THE CHILDREN'S HOLIDAY PARTY, WINTER CARNIVAL DINNER AND OTHER EVENTS (AT NO COST TO THE GENERAL FUND) (30113). 3) FEDERAL GRANTS AND CORPORATE DONATIONS SUPPORT THE CAPITAL CITY EDUCATION INITIATIVE (30114). 4) "CENTRAL SERVICE" CHARGES ARE PAID BY SPECIAL FUNDS TO COVER THE COSTS OF SERVICES FINANCED BY THE GENERAL FUND. EXAMPLES WOULD BE SUPPORT SERVICES FOR RECRUITING APPLICANTS FOR HIRING, OR CENTRAL ACCOUNTING SERVICES. THESE AMOUNTS, NET OF THE PLAN'S ADMINISTRATIVE COSTS, ARE TRANSFERRED BACK TO THE GENERAL FUND (30117). 5) THE COST OF .3 CLERK TYPIST III FTE WILL BE FINANCED, AS IT HAS BEEN IN THE PAST, WITH CDBG REVENUE, IN LIEU OF CDBG PAYING CENTRAL SERVICE COSTS (30116). 6) THE COST OF INVESTING CASH AND PRODUCING INTEREST EARNINGS IS ASSESSED ON A "BASIS POINT" METHOD ON POSITIVE CASH BALANCES (30120). 7) PROJECTED EEOC GRANT REVENUES SUPPORT THE ENFORCEMENT OF LOCAL AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS (30150). 8) UNUSED CONTRIBUTIONS FROM PRIOR YEARS ARE APPLIED AS FUND BALANCE FINANCING TO HELP PAY FOR ADMINISTRATION COSTS OF EMPLOYEE FLEXIBLE SPENDING ACCOUNTS. (30164)

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0345</b>	<b>HUMAN RIGHTS</b>					
30150	EQUAL EMPLOYMENT OPPORTUNITY GRANT	51,200	55,200	65,066	50,688	-14,378
	<b>Department Total</b>	<b>51,200</b>	<b>55,200</b>	<b>65,066</b>	<b>50,688</b>	<b>-14,378</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	51,200	55,200	50,000	50,688	688
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES			15,066		-15,066
	<b>Total Financing by Object</b>	<b>51,200</b>	<b>55,200</b>	<b>65,066</b>	<b>50,688</b>	<b>-14,378</b>

# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
0345 HUMAN RIGHTS						
0345 HUMAN RIGHTS						
	00152 HUMAN RIGHTS OFFICE	6.2	6.3	6.7	6.9	0.2
----- Division Total		6.2	6.3	6.7	6.9	0.2
----- Department Total		6.2	6.3	6.7	6.9	0.2

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

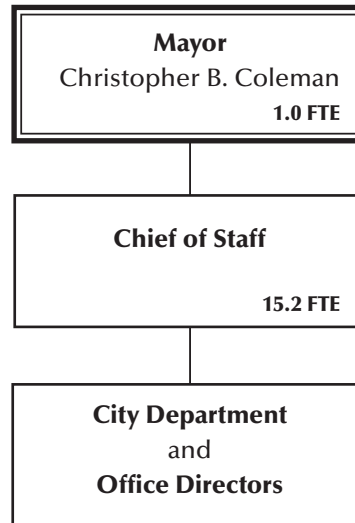
**SPECIAL FUNDS**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
<hr/>						
0345	HUMAN RIGHTS					
0345	HUMAN RIGHTS					
	30150 EQUAL EMPLOYMENT OPPORTUNITY GRANT	1.0	0.9	0.8	0.6	-0.2
	-----					
	<b>Division Total</b>	<b>1.0</b>	<b>0.9</b>	<b>0.8</b>	<b>0.6</b>	<b>-0.2</b>
	-----					
	<b>Department Total</b>	<b>1.0</b>	<b>0.9</b>	<b>0.8</b>	<b>0.6</b>	<b>-0.2</b>
	-----					



# 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 16.2 FTEs)

## About the Mayor's Office

### What We Do (Description of Services)

The mission of the Mayor's office is to provide leadership and vision that makes Saint Paul the Most Livable City in America. The Mayor's Office oversees the operations of all City Departments and Offices to meet the needs of our residents, businesses and visitors.

- Provides high quality services for the best value to 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.
- Partners with the Saint Paul Public Schools and other education stakeholders to provide quality educational opportunities.
- Works with many public and private partners to ensure a growing economy that expands economic opportunity.
- Responds to resident, visitor and business inquiries on all aspects of City government.
- Works to ensure that all residents, businesses and visitors are safe in Saint Paul.

### 2006-2007 Accomplishments

The Coleman administration is proud of the many accomplishments since 2006. Listed below are several highlights.

- Won the 2008 Republican National Convention, which will put Saint Paul in the world's spotlight in September of 2008.
- Launched Invest Saint Paul, an initiative to address disinvestment and strengthen targeted neighborhoods in Saint Paul.
- Successfully partnered with the City Council to close a \$16 million budget gap in 2007 while enhancing service delivery across the City.
- Invested in public safety to bring staffing in the police department to historic levels.
- Worked with community partners to launch east side circulator through the Mayor's Second Shift Program.
- Completed Central Corridor Development Strategy.
- Completed comprehensive management study of the Saint Paul Department of Fire & Safety Services.

## Key Performance Measures

**Performance Objective:** Work with the community to address crime and quality of life issues and to maintain and promote positive interaction with the community.

**Performance Indicator:** Meetings and neighborhood patrols

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Neighborhood patrols	3,500	3,000	3,000	3,000
Police Civilian Internal Review Commission meetings	8	9	10	10
School Resource Officer meetings	56	56	56	58

**Performance Objective:** Emergency Response Times

**Performance Indicator:** Achieve the national standard for Fire and EMS of an eight minute response time 90% of the time

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Fire	98%	98%	98%	98%
Emergency Medical Services	97%	96%	97%	97%

**Performance Objective:** Implementation of Invest St. Paul Initiative (ISP)

**Performance Indicator:** Provide administration and oversight of Invest St. Paul housing and economic development initiative

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Contract with CDC's for neighborhood			6	6
Removal of blighting structures			18	14
Provision of rehabilitation assistance			123	129
Assist in Mortgage Foreclosure			50	100
Prevention in ISP areas				

**Performance Objective:** Improve internal and external communication through the expanded use of information technology.

**Performance Indicator:** As of 2004, all recreation centers have computers that are networked with the City system. As the Department's investment in technology increases, use of technology by the public to access programs increases.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Recreation Centers networked	40	40	41	41
Recreation Centers with automated catalogs	0	41	41	41
Percentage of Registrations taken on-line	0	15%	35%	45%

**Performance Objective:** Provide a safe & healthy environment for residents and visitors by raising awareness about environmental health issues through routine inspections, complaint investigations, education, testing and enforcement activities.

**Performance Indicator:** Increase critical deficiencies cited as a percent of total deficiencies cited.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Critical deficiencies cited	1,733	1,736	1,800	1,900
Pct. Of total critical deficiencies	22.05%	20.25%	21.1%	21.1%
Total deficiencies cited	7,856	8,571	8,500	8,500

## 2008 Budget Plan

### 2008 Priorities

- Provide excellent services to residents that are in line with the Mayor's strategic vision of making Saint Paul the Most Livable City in America.
- **Safe Streets and Safe Homes.** 1) Expand public safety priorities to include effective investments in departments as well as new collaboration with the community and non-traditional city departments. 2) Continue to build a 21<sup>st</sup> century Fire Department through the synthesis and application of the Fire Audit. 3) Use strategic enforcement and prosecution by focusing on quality of life and nuisance crimes, domestic violence, and drug activity. Engage stakeholders through community policing and prosecution.
- **Better Service at a Better Price.** Work with city departments on applying best practices and finding new cost savings.
- **Ready for School, Ready for Life.** 1) Expand early childhood education and literacy programming to ensure all children enter school ready to learn. 2) Expand on success of circulator program to grow the Mayor's Second Shift initiatives to convene and connect formal and informal learning opportunities during children's out of school time. 3) Partner with stakeholders to provide increased access to post-secondary educational opportunities by better informing and preparing high school students for higher education.
- **Expanding Economic Opportunity.** 1) Expand investment in neighborhood commercial corridors and development of the Central Corridor and Ford Plant Site. 2) Enhance Saint Paul's vibrant downtown and riverfront entertainment, cultural and business district by investing in key development projects such as the Penfield, Farmer's Market Flats, West Publishing Building and Cleveland Circle. 3) Target economic development dollars to maximize job creation and retention across Saint Paul.
- **Healthy Communities – Healthy Living.** Continue proactive steps to protect air, water and urban landscape through investments in energy savings, expansion of projects like the National Great River Park, and by redefining service delivery in parks, green spaces, bikeways and trails.
- **Quality Infrastructure.** Promote strategic capital investment that maintains and improves our infrastructure citywide through the City's RSVP program.
- **The Soul of Saint Paul.** 1) Continue to promote downtown as a regional music, cultural and creative arts center by redeveloping the Palace Theatre. 2) Use state bonding, new partnerships, and make strategic investments to establishing Saint Paul as the home of authentic and fun sporting activities.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The recommended 2008 general fund budget of the Mayor's Office is \$1,481,120, which is \$24,674 or 1.7% more than the adopted 2007 budget. The budget reflects staff restructuring achieved by replacing a vacant position which has been restructured to better meet the needs of the office and eliminating another position. The special fund budget is \$536,455, reflecting a decrease of \$233,191 from the 2007 adopted budget. Although a significant decrease from the 2007 adopted, the proposed special fund budget adequately reflects a budget based on actual education initiative spending over the last two years maintaining the same level of service.

The proposed budget for the Mayor's Office reflects the office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights for Fund 164.

#### Council Actions

The City Council adopted the Mayor's Office budget and recommendations as proposed by the Mayor.

The 2008 adopted budget is \$1,481,120 for the general fund, and \$536,455 in special funds. This includes 13.2 in the general fund and 3.0 FTEs in special funds.

# **Spending Reports**

# Mayors Office

Department/Office Director: **ANN L MULHOLLAND**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	1,250,671	1,290,850	1,456,446	1,481,120	1,481,120		24,674
050 SPECIAL PROJECTS:GEN GOV ACCTS FUND	466,198	323,649	769,646	536,455	536,455		-233,191
Total Spending by Unit	<b>1,716,869</b>	<b>1,614,500</b>	<b>2,226,092</b>	<b>2,017,575</b>	<b>2,017,575</b>	<b>0</b>	<b>-208,517</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	1,235,031	1,157,424	1,460,903	1,410,119	1,410,119		-50,784
SERVICES	120,062	117,716	290,957	148,143	148,143		-142,814
MATERIALS AND SUPPLIES	38,426	16,985	96,181	53,414	53,414		-42,767
EMPLOYER FRINGE BENEFITS	313,305	319,687	370,551	398,399	398,399		27,848
MISC TRANSFER CONTINGENCY ETC	10,045	2,688	7,500	7,500	7,500		
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS							
Total Spending by Object	<b>1,716,869</b>	<b>1,614,500</b>	<b>2,226,092</b>	<b>2,017,575</b>	<b>2,017,575</b>	<b>0</b>	<b>-208,517</b>
Percent Change from Previous Year		<b>-6.0%</b>	<b>37.9%</b>	<b>-9.4%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-9.4%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	1,250,671	1,290,850	1,456,446	1,481,120	1,481,120		24,674
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	337,933	194,531	292,855	245,243	245,243		-47,612
FEES, SALES AND SERVICES							
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	57,750	162,000	476,791	291,212	291,212		-185,579
TRANSFERS							
FUND BALANCES							
Total Financing by Object	<b>1,646,354</b>	<b>1,647,381</b>	<b>2,226,092</b>	<b>2,017,575</b>	<b>2,017,575</b>	<b>0</b>	<b>-208,517</b>
Percent Change from Previous Year		<b>0.1%</b>	<b>35.1%</b>	<b>-9.4%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-9.4%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **03 EXECUTIVE ADMINISTRATION**  
 Division: **0301 MAYORS OFFICE**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: ANN L MULHOLLAND

TO SUPPORT, DIRECT, AND MANAGE THE EMPLOYEES OF THE CITY OF SAINT PAUL TO SERVE WITH THE HIGHEST QUALITY OF EFFORT AND RESULT: PROVIDE LEADERSHIP FOR COMMUNITY COMMITMENT TO INITIATIVE AND INVOLVEMENT SO THAT THE PEOPLE IN AND OF THE SAINT PAUL COMMUNITY CAN LIVE WITH TRUST IN THE CONSISTENT AND EVEN-HANDED ENFORCEMENT OF THE LAW, A SENSE OF COMMUNITY AND ECONOMIC OPPORTUNITY, AND A HEALTHY AND SECURE ENVIRONMENT, RESULTING IN A SPIRIT OF PRIDE IN THE EXCELLENCE OF THE CITY, THEREBY CONTRIBUTING TO AND DRAWING UPON THE LARGER COMMUNITIES OF REGION, STATE AND NATION.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	864,745	884,867	981,710	1,026,990	45,280	4.6%								
SERVICES	82,002	100,702	131,674	88,056	-43,618	-33.1%								
MATERIALS AND SUPPLIES	26,288	16,529	25,181	25,936	755	3.0%								
EMPLOYER FRINGE BENEFITS	267,591	286,064	310,381	332,638	22,257	7.2%								
MISC TRANSFER CONTINGENCY ETC	10,045	2,688	7,500	7,500										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Division Total	1,250,671	1,290,850	1,456,446	1,481,120	24,674	1.7%								
<u>by Activity</u>														
00100 MAYOR'S OFFICE	1,250,671	1,290,850	1,456,446	1,481,120	24,674	1.7%	13.0	13.0	14.8	981,710	13.2	1,026,990	-1.6	45,280
Division Total	1,250,671	1,290,850	1,456,446	1,481,120	24,674	1.7%	13.0	13.0	14.8	981,710	13.2	1,026,990	-1.6	45,280
Percent Change from Previous Year		3.2%	12.8%				0.0%	13.8%					-10.8%	4.6%

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **050 SPECIAL PROJECTS:GEN GOV ACCTS FUND**Department: **0301 MAYORS OFFICE**

Fund Manager: RONALD G KLINE

Department Director: ANN L MULHOLLAND

Fund Purpose:

TO ENABLE STAFF TO UNDERTAKE SPECIAL PROJECTS, ACTIVITIES AND STUDIES, OR EXECUTE GRANTS BENEFICIAL TO THE CITY AND THE ORGANIZATION. SPECIFICALLY, FOR THE NEXT BUDGET YEAR, TO PROVIDE FOR: 1) THE DISTRIBUTION OF THE HOTEL MOTEL TAX, 2) THE MAYOR'S SPECIAL EVENTS AND THE WINTER CARNIVAL DINNER, 3) THE ENFORCEMENT OF LOCAL AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS, 4) THE CITY'S "PREJUDICE ISN'T WELCOME" STRATEGY, 5) PROCESSING THE RECOVERY OF CENTRAL OVER HEAD COSTS FROM THE CITY'S SPECIAL FUNDS, 6) ASSESSING THE CDBG GRANT FOR ACCOUNTING SERVICES, 7) CASH MANAGEMENT SERVICE AND REPORTING, AND 8) THE ADMINISTRATION OF EMPLOYEE FLEXIBLE SPENDING ACCOUNTS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008			Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount		2007 FTE/Amount	FTE/Amount
<b>by Type of Expenditure</b>														
SALARIES	370,286	272,557	479,193	383,129	-96,064	-20.0%								
SERVICES	38,060	17,014	159,283	60,087	-99,196	-62.3%								
MATERIALS AND SUPPLIES	12,138	455	71,000	27,478	-43,522	-61.3%								
EMPLOYER FRINGE BENEFITS	45,713	33,623	60,170	65,761	5,591	9.3%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	<b>466,198</b>	<b>323,649</b>	<b>769,646</b>	<b>536,455</b>	<b>-233,191</b>	<b>-30.3%</b>								
<b>by Activity</b>														
30113 MAYOR'S SPECIAL EVENTS	7,344	4,804	20,000	20,000										
30114 CAPITAL CITY EDUC INITIATIVE	458,854	301,711	500,732	321,986	-178,746	-35.7%	2.0	2.0	1.5	388,565	1.1	258,439	-0.4	-130,126
30118 EARLY CHILDHOOD INITIATIVE		17,134	248,914	194,469	-54,445	-21.9%			1.5	90,628	1.9	124,690	0.4	34,062
Fund Total	<b>466,198</b>	<b>323,649</b>	<b>769,646</b>	<b>536,455</b>	<b>-233,191</b>	<b>-30.3%</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>	<b>479,193</b>	<b>3.0</b>	<b>383,129</b>	<b>0.0</b>	<b>-96,064</b>
Percent Change from Previous Year		<b>-30.6%</b>	<b>137.8%</b>					<b>0.0%</b>	<b>50.0%</b>				<b>0.0%</b>	<b>-20.0%</b>

# **Financing Reports**

## Financing by Major Object Code

Department: **0301MAYORS OFFICE**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4299 SALES N.O.C. -----		44			
4306 DUPLICATING -XEROX-MULTILIT-ETC. -----	60				
<b>FEES, SALES AND SERVICES</b>	60	44	0	0	0
6905 CONTRIB. & DONATIONS - OUTSIDE -----	500		40,000	40,000	
6915 REFUNDS - NOT OTHERWISE CLASSIFIED -----	7,393				
<b>MISCELLANEOUS REVENUE</b>	7,893	0	40,000	40,000	0
7305 TRANSFER FROM SPECIAL REVENUE FUND -----			99,725	30,422	-69,303
<b>TRANSFERS</b>	0	0	99,725	30,422	-69,303
Fund Total	7,953	44	139,725	70,422	-69,303

## Financing by Major Object Code

Department: **0301MAYORS OFFICE**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3099 OTHER FED DIRECT GRANTS-IN-AID	233,553	194,531	292,855	245,243	-47,612
3199 OTHER FED DIRECT GRANTS-STATE ADMIN	102,341				
3400 STATE DIRECT GRANTS-IN-AID	2,039				
<b>INTERGOVERNMENTAL REVENUE</b>	337,933	194,531	292,855	245,243	-47,612
6905 CONTRIB. & DONATIONS - OUTSIDE	57,750	7,000	227,877	96,743	-131,134
6970 PRIVATE GRANTS		155,000	248,914	194,469	-54,445
<b>MISCELLANEOUS REVENUE</b>	57,750	162,000	476,791	291,212	-185,579
9830 USE OF FUND BALANCE					
<b>FUND BALANCES</b>	0	0	0	0	0
Fund Total	395,683	356,531	769,646	536,455	-233,191

<u>Department Total</u>	<u>403,636</u>	<u>356,575</u>	<u>909,371</u>	<u>606,877</u>	<u>-302,494</u>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0301</b>	<b>MAYORS OFFICE</b>					
00100	MAYOR'S OFFICE	7,953	44	139,725	70,422	-69,303
	<b>Department Total</b>	<b>7,953</b>	<b>44</b>	<b>139,725</b>	<b>70,422</b>	<b>-69,303</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	60	44			
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	7,893		40,000	40,000	
	TRANSFERS			99,725	30,422	-69,303
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>7,953</b>	<b>44</b>	<b>139,725</b>	<b>70,422</b>	<b>-69,303</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **050 SPECIAL PROJECTS:GEN GOV ACCTS FUND**

Fund Manager: RONALD G KLINE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

1) HOTEL MOTEL TAX PROJECTIONS ARE ESTIMATED AT 3% GROWTH OVER THE CURRENT YEAR (30108). 2) PRIVATE CONTRIBUTIONS ARE USED TO SUPPORT THE CHILDREN'S HOLIDAY PARTY, WINTER CARNIVAL DINNER AND OTHER EVENTS (AT NO COST TO THE GENERAL FUND) (30113). 3) FEDERAL GRANTS AND CORPORATE DONATIONS SUPPORT THE CAPITAL CITY EDUCATION INITIATIVE (30114). 4) "CENTRAL SERVICE" CHARGES ARE PAID BY SPECIAL FUNDS TO COVER THE COSTS OF SERVICES FINANCED BY THE GENERAL FUND. EXAMPLES WOULD BE SUPPORT SERVICES FOR RECRUITING APPLICANTS FOR HIRING, OR CENTRAL ACCOUNTING SERVICES. THESE AMOUNTS, NET OF THE PLAN'S ADMINISTRATIVE COSTS, ARE TRANSFERRED BACK TO THE GENERAL FUND (30117). 5) THE COST OF .3 CLERK TYPIST III FTE WILL BE FINANCED, AS IT HAS BEEN IN THE PAST, WITH CDBG REVENUE, IN LIEU OF CDBG PAYING CENTRAL SERVICE COSTS (30116). 6) THE COST OF INVESTING CASH AND PRODUCING INTEREST EARNINGS IS ASSESSED ON A "BASIS POINT" METHOD ON POSITIVE CASH BALANCES (30120). 7) PROJECTED EEOC GRANT REVENUES SUPPORT THE ENFORCEMENT OF LOCAL AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS (30150). 8) UNUSED CONTRIBUTIONS FROM PRIOR YEARS ARE APPLIED AS FUND BALANCE FINANCING TO HELP PAY FOR ADMINISTRATION COSTS OF EMPLOYEE FLEXIBLE SPENDING ACCOUNTS. (30164)

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>0301</b>	<b>MAYORS OFFICE</b>					
30113	MAYOR'S SPECIAL EVENTS	7,750	7,000	20,000	20,000	
30114	CAPITAL CITY EDUC INITIATIVE	387,933	274,531	500,732	321,986	-178,746
30118	EARLY CHILDHOOD INITIATIVE		75,000	248,914	194,469	-54,445
	<b>Department Total</b>	<b>395,683</b>	<b>356,531</b>	<b>769,646</b>	<b>536,455</b>	<b>-233,191</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	337,933	194,531	292,855	245,243	-47,612
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	57,750	162,000	476,791	291,212	-185,579
	TRANSFERS					
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>395,683</b>	<b>356,531</b>	<b>769,646</b>	<b>536,455</b>	<b>-233,191</b>



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
0301	MAYORS OFFICE					
0301	MAYORS OFFICE					
	00100 MAYOR'S OFFICE	13.0	13.0	14.8	13.2	-1.6
	<b>Division Total</b>	<b>13.0</b>	<b>13.0</b>	<b>14.8</b>	<b>13.2</b>	<b>-1.6</b>
	<b>Department Total</b>	<b>13.0</b>	<b>13.0</b>	<b>14.8</b>	<b>13.2</b>	<b>-1.6</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

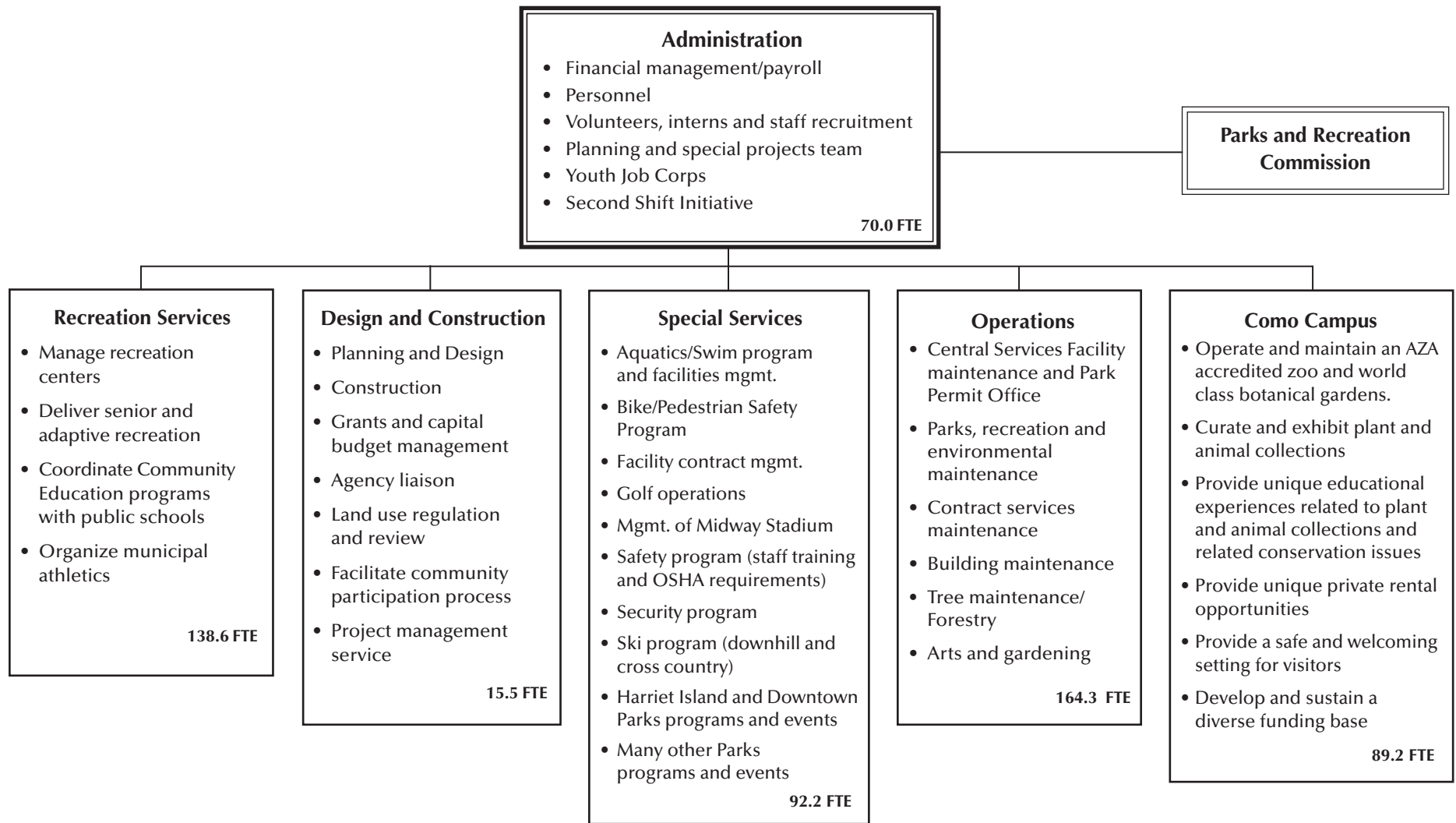
**SPECIAL FUNDS**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
0301	MAYORS OFFICE					
0301	MAYORS OFFICE					
	30114 CAPITAL CITY EDUC INITIATIVE	2.0	2.0	1.5	1.1	-0.4
	30118 EARLY CHILDHOOD INITIATIVE			1.5	1.9	0.4
	<b>Division Total</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>
	<b>Department Total</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>



# Parks and Recreation

*To sustain the lives and health of its citizens and visitors, Saint Paul Parks and Recreation will, within available resources, provide and facilitate safe, quality services, programs and facilities while preserving and enhancing natural resources and stimulating the economic vitality of the community.*



(Total 569.8 FTEs)

## About the Parks and Recreation Department

### What We Do (Description of Services)

Parks and Recreation promises to deliver exceptional service in a cheerful and respectful manner, provide access to quality programs at clean and safe facilities, welcome your suggestions, and respond to your concerns to the best of our ability. We provide the following services:

- Aquatics Programs at three pools and one beach
- Four Golf Courses
- Ski Programs (downhill, cross country, snowboarding)
- Organized youth and adult sports programs
- Recreational activities (classes, special events, sports programs, etc.) for all ages and abilities
- A wide range of senior citizen activities
- Maintenance, programming, security, special events facilitation and support at all Parks and Recreation properties and facilities.
- Environmental planning and stewardship
- Planning, consulting, design and construction management services for Parks and Recreation land and facilities
- Como Zoo, Marjorie McNeely Conservatory and Como Visitor Center
- Classes, informal educational opportunities and activities related to zoo and conservatory plant and animal collections
- Unique rental opportunities for weddings, special events and business gatherings
- Administration, accounting and payroll support for the above listed services, including the pursuit of technological advancements.

### Statistical Profile

- Nationally accredited Parks Agency and AZA accredited Zoo
- 38 current construction projects with a value of \$37 million
- In 2006: 26 Special Events with est. attendance of 850,000  
250,000 est. visitors to three city pools and beach  
1,656 picnic permits issued  
110 partnering agencies  
550 youth athletic teams, 1,950 recreation classes  
1.7 million estimated Como Campus Visitors

### 2006-2007 Accomplishments

We're proud of the following accomplishments in 2006 and 2007:

- Successfully opened Central American rainforest themed Tropical Encounters Exhibit
- Facilitated citizen and staff Como Regional Park Parking task force to identify strategies for improving access, parking and traffic circulation within the park
- Celebrated the 50th anniversary of Como Zoo's Sparky the Sea Lion Show
- Improved Como Park's McMurray fields with the addition of three artificial turf (FieldTurf) fields
- Completed Lowertown Trail segment construction connecting Downtown Saint Paul to both the Bruce Vento Regional Trail and to Indian Mounds Regional Park
- Fully implemented nightly check-out and on-line registration for recreation programs through the ReserveMaster system
- Implemented a new service delivery model in the recreation services section by redirecting staff resources
- Enhanced programming during days off school through the 2nd Shift Initiative
- Implemented additional physical activity and nutrition education for children in the after-school Rec Check Program through the Carol M. White Physical Education Grant
- Added three circulator bus routes on the City's Eastside
- Reopened the renovated Highland Aquatics Center
- Worked with the Winter Carnival to provide a "winter village" at Harriet Island for the 2007 Winter Carnival
- Developed a sailing program at Lake Phalen comprised of a lesson program and a sailing club
- Executed a long-term agreement for the charter/cruise operation at Harriet Island
- Re-instituted the stump removal and boulevard restoration program
- Partnered with District 10 to rent office space at the Historic Como Streetcar Station
- Generated approximately \$50,000 in cash and grants for environmental projects and operations

## Key Performance Measures

**Performance Objective:** Improve marketing and community outreach to maintain and potentially increase golf rounds played

**Performance Indicator:** Highland National will meet or exceed 40,000 rounds, the other two 18 hole courses will meet or exceed 35,000 rounds per season, and Highland 9 hole will meet or exceed 30,000 rounds

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Golf Rounds - Total	140,484	132,339	147,000	154,000
Como	34,320	31,500	35,000(construction)	37,000
Highland 9	27,263	27,000	32,000	32,000
Highland National	43,000	40,418	40,000	45,000
Phalen	35,901	33,421	40,000	40,000

**Performance Objective:** Improve internal and external communication through the expanded use of information technology

**Performance Indicator:** As of 2004, all recreation centers have computers that are networked with the City system. As the Department's investment in technology increases, use of technology by the public to access programs increases

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Recreation Centers networked	40	40	41	41
Recreation Centers with automated catalogs	0	41	41	41
Percentage of Registrations taken on-line	0	15%	35%	45%

**Performance Objective:** Expand Voluntary Donation Program at Como Campus to help fund Campus operations

**Performance Indicator:** Voluntary donations program meets projection of \$1,070,000 by 2006, and continues at that level into 2007

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Donation Revenues	\$928,855	\$970,440	\$1,068,884	\$1,100,000

**Performance Objective:** Provide exceptional customer service to internal maintenance and external park permit clients.

**Performance Indicator:** Achieve 90% satisfactory complete for work orders and satisfactory rating for customer service surveys in 2006

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Permit Surveys Issued / Returned / % Satisfactory	1,612 / 187 / 95%	1,656 / 161 / 96%	1,650 / 250 / 96%	1,650 / 250 / 96%
Maintenance Work Orders / Completed / %	7,031 / 6,553 / 93%	7,965 / 7,712 / 96%	8,000 / 7,680 / 96%	8,000 / 7,680 / 96%

**Performance Objective:** Continue to provide high quality planning, design and construction management for new or renovated park facilities

**Performance Indicator:** Several new or renovated facilities will be constructed and open to the public every year

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of facilities constructed	21	18	20	22

## 2008 Budget Plan

### 2008 Priorities

- Continue partnership with State of Minnesota to implement Como Campus Master Plan; secure \$11M necessary to improve Como Zoo's Polar Bear and Gorilla exhibits
- Initiate construction of the Polar Bear Odyssey animal habitat, on schedule, in early Spring 2008
- Complete design process and schedule construction of the new Bonsai gardens and improved interface with the Japanese Garden
- Move picnic facility rentals to the ReserveMaster facility reservation system
- Utilize fully implemented training tracking program to ensure staff maintain required training levels to meet job title requirements
- Continue to seek sustainable funding sources for Environmental and Arts/Gardening programs to correspond with increase demand in these services
- Assist in City's efforts to support the Republican National Convention
- Expand mobile recreation programming
- Implement on-line facility scheduler for staff
- Develop a new marketing strategy for recreation and community education programs
- Complete construction and open the Jimmy Lee / Oxford Aquatics Center Facility
- Develop an employee health and fitness program.
- Increase the City's dog run and off leash dog park opportunities
- Increase park security coverage
- Continue restructuring the golf program
- Review and restructure the aquatics program.
- Retain the Taste of Minnesota event and identify and schedule 1 or 2 additional major festivals
- Continue renovation of Harriet Island with river-walk expansion, shore-line restoration, and picnic area improvements

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes expected growth related to the bargaining process in employee salaries and fringes. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendations

The recommended 2008 general fund budget is \$25,202,501, which is an increase of \$966,347 or 4.0%. Significant spending increases include \$679,847 for operating costs related to the new Jimmy Lee Recreation Center/Oxford Aquatics complex, which is partially offset by \$80,000 in increased pool revenues, \$60,000 to restore a portion of the funding for holiday lights in downtown and \$50,000 to restore operating funding for the downtown Winterskate ice rink. Approximately \$565,000 (not including increased spending for Jimmy Lee Recreation Center) is eliminated from recreation services associated with the recreation center reorganization plan. The reorganization will continue the reduction of building operation and maintenance costs that began in 2007, while allowing the department to reinvest a large portion of the savings in city-wide programming enhancements. Spending decreases by an additional \$50,515 due to the elimination of 9 outdoor ice rinks in conjunction with the installation and opening of 3 new refrigerated rinks for the 2007/2008 skating season. Finally, \$170,621 of both spending and financing associated with the Ski program shifts from the Special Services fund to the General Fund.

General fund FTEs increase by a net of 6.9. A net of 2.3 FTE are removed from recreation services, 7.9 FTEs are added for the opening of Oxford Pool, and 2.9 FTEs from the Ski program shift from the Special Services fund to the General Fund.

The special fund budget is \$22,967,998, an increase of \$1,074,746 or 4.9%. In addition to general inflation pressures, much of the increase is the result of an additional \$595,943 in funding from the state for the Youth Job Corps program.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Parks and Recreation budget and recommendations as proposed by the Mayor and approved the following additional changes:

- Restored \$287,000 to maintain operations at Wilder and Prosperity recreation centers.
- Accepted a technical change that increases parks picnic permit financing by \$30,000 to match expected permit volume.
- Accepted a technical change that shifts the cost of Showmobile operations from the Special Services fund (#325) to the Operations fund (#370).

The adopted general fund budget is \$25,529,501 and the special fund budget is \$22,967,998.



# **Spending Reports**

# Parks And Recreation

Department/Office Director: **ROBERT L BIERSCHEID**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	23,085,748	24,172,294	24,236,154	25,202,501	25,519,501	317,000	1,283,347
325 P&R SPECIAL SERVICES ENTERP FUND	7,479,170	6,152,135	6,889,696	5,497,987	5,452,895	-45,092	-1,436,801
326 RICE AND ARLINGTON SPORTS DOME	2,863,218		0	0	0		
330 WATERGATE MARINA ENTERP FUND	10,968	1,238	7,550	7,550	7,550		
334 MIDWAY STADIUM	383,562	447,044	421,552	434,444	434,444		12,892
361 JAPANESE GARDEN TRUST FUND	1,450	617	1,700	1,700	1,700		
365 PARKS & REC SPEC. PROJECTS FUND	1,160,480	1,195,753	1,551,710	1,507,680	1,507,680		-44,030
370 PARKS & REC SUPPLY & MAINTENANCE	1,286,315	1,410,870	1,491,379	1,883,775	1,928,867	45,092	437,488
375 STREET TREE MAINTENANCE	2,374,486	2,285,389	2,641,095	2,699,231	2,699,231		58,136
380 COMO CAMPUS	2,787,264	3,338,770	4,448,869	5,377,086	5,377,086		928,217
391 SPECIAL RECREATION FUND	1,465,782	1,803,876	1,631,938	1,813,500	1,813,500		181,562
394 MUNICIPAL ATHLETIC ASSOCIATIONS' FD	472,421	658,603	618,087	821,257	821,257		203,170
399 YOUTH PROGRAM FUND			15,000	25,000	25,000		10,000
729 PARKS' OPPORTUNITY FUND	53,219	53,170	65,000	90,000	90,000		25,000
742 HILLER & LOIS HOFFMAN MEMORIAL			300	300	300		
860 PARKS & REC GRANT FUND	2,111,385	2,212,266	2,109,376	2,808,488	2,808,488		699,112
Total Spending by Unit	<b>45,535,470</b>	<b>43,732,024</b>	<b>46,129,406</b>	<b>48,170,499</b>	<b>48,487,499</b>	<b>317,000</b>	<b>2,358,093</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	19,904,405	20,606,622	21,924,251	22,820,697	23,007,246	186,549	1,082,995
SERVICES	5,447,146	5,314,372	5,426,551	5,712,832	5,744,190	31,358	317,639
MATERIALS AND SUPPLIES	5,804,818	6,129,293	5,470,634	5,614,594	5,662,798	48,204	192,164
EMPLOYER FRINGE BENEFITS	6,359,171	6,754,644	7,046,698	7,553,899	7,604,788	50,889	558,090
MISC TRANSFER CONTINGENCY ETC	4,266,571	1,527,437	2,190,260	2,046,535	2,046,535		-143,725
DEBT	251,805	829,785	819,364	612,276	612,276		-207,088
STREET SEWER BRIDGE ETC IMPROVEMENT	1,915,246	2,003,113	2,837,202	3,422,411	3,422,411		585,209
EQUIPMENT LAND AND BUILDINGS	1,551,340	551,863	414,446	387,255	387,255		-27,191
Total Spending by Object	<b>45,500,502</b>	<b>43,717,129</b>	<b>46,129,406</b>	<b>48,170,499</b>	<b>48,487,499</b>	<b>317,000</b>	<b>2,358,093</b>
Percent Change from Previous Year		<b>-3.9%</b>	<b>5.5%</b>	<b>4.4%</b>	<b>0.7%</b>	<b>0.7%</b>	<b>5.1%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	23,085,748	24,172,294	24,236,154	25,202,501	25,519,501	317,000	1,283,347
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	1,564,341	1,427,818	1,451,105	2,208,755	2,208,755		757,650
FEES, SALES AND SERVICES	3,422,771	3,886,618	3,585,209	3,937,764	3,937,764		352,555
ENTERPRISE AND UTILITY REVENUES	7,241,221	7,150,013	8,564,343	7,798,171	7,798,171		-766,172
MISCELLANEOUS REVENUE	1,664,457	1,955,146	2,397,181	2,185,607	2,185,607		-211,574
TRANSFERS	8,098,802	5,739,543	6,312,812	6,976,667	6,976,667		663,855
FUND BALANCES			-417,398	-138,966	-138,966		278,432
Total Financing by Object	<b>45,077,340</b>	<b>44,331,432</b>	<b>46,129,406</b>	<b>48,170,499</b>	<b>48,487,499</b>	<b>317,000</b>	<b>2,358,093</b>
Percent Change from Previous Year		<b>-1.7%</b>	<b>4.1%</b>	<b>4.4%</b>	<b>0.7%</b>	<b>0.7%</b>	<b>5.1%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **08 PARKS AND RECREATION**  
 Division: **0810 PARKS AND RECREATION ADMINISTRATION**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: ROBERT L BIERSCHEID

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>												
SALARIES	765,100	756,577	848,343	941,068	92,725	10.9%						
SERVICES	708,253	977,896	854,530	935,211	80,681	9.4%						
MATERIALS AND SUPPLIES	2,520,655	2,971,091	2,694,157	2,938,753	244,596	9.1%						
EMPLOYER FRINGE BENEFITS	449,782	512,843	782,355	927,766	145,411	18.6%						
MISC TRANSFER CONTINGENCY ETC	53,989	24,164	150,573	205,573	55,000	36.5%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS	10,000	41,930										
Division Total	<b>4,507,780</b>	<b>5,284,502</b>	<b>5,329,958</b>	<b>5,948,371</b>	<b>618,413</b>	<b>11.6%</b>						
<b><u>by Activity</u></b>												
03100 PARKS & RECREATION ADMINISTRATION	1,382,562	1,379,368	1,709,359	1,953,187	243,828	14.3%	10.8	698,828	11.8	755,955	1.0	57,127
03103 PARK COMMISSION	3,500	3,650	5,043	5,043								
03126 FREE CONCERTS IN CITY PARKS	21,064	24,061	21,768	0	-21,768	-100.0%	0.1	2,200			-0.1	-2,200
03131 PARK SECURITY	181,299	236,770	212,869	263,588	50,719	23.8%	3.0	147,315	4.4	185,113	1.4	37,798
03140 PARKS AND RECREATION UTILITIES	2,919,354	3,469,974	3,168,348	3,427,553	259,205	8.2%						
03167 REC CNTR SHARED COSTS (WELLST CNTR)		170,678	212,571	299,000	86,429	40.7%						
Division Total	<b>4,507,780</b>	<b>5,284,502</b>	<b>5,329,958</b>	<b>5,948,371</b>	<b>618,413</b>	<b>11.6%</b>	<b>13.9</b>	<b>848,343</b>	<b>16.2</b>	<b>941,068</b>	<b>2.3</b>	<b>92,725</b>
Percent Change from Previous Year		<b>17.2%</b>	<b>0.9%</b>								<b>16.5%</b>	<b>10.9%</b>

Fund Manager: MATTHEW G SMITH

Division Manager: MICHAEL A HAHM

TO ENHANCE THE LIVES OF ITS CITIZENS AND VISITORS, SAINT PAUL PARKS AND RECREATION WILL, WITHIN AVAILABLE RESOURCES, PROVIDE AND FACILITATE SAFE, QUALITY LEISURE SERVICES, PROGRAMS AND FACILITIES WHILE PRESERVING AND ENHANCING NATURAL RESOURCES AND STIMULATING THE ECONOMIC VITALITY OF THE COMMUNITY.

[illegible]

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **08 PARKS AND RECREATION**  
 Division: **0830 DESIGN**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: JODY L MARTINEZ

THE MISSION OF THE SAINT PAUL DIVISION OF PUBLIC HEALTH IS TO PROTECT AND PROMOTE THE HEALTH OF THE COMMUNITY WITH VISION AND LEADERSHIP, ENSURING OR PROVIDING QUALITY SERVICES THAT ADDRESS PUBLIC HEALTH NEEDS. KEY PROGRAM AREAS INCLUDE DISEASE CONTROL, ENVIRONMENTAL HEALTH REGULATION AND ENFORCEMENT, NUTRITION SERVICES AND MEDICAL SERVICES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted			2005 Authorized FTE	2006 Adopted FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount
				Amount	Change/Percent						
<b><u>by Type of Expenditure</u></b>											
SALARIES	85,806	97,687	97,628	102,533	4,905	5.0%					
SERVICES	191,965	123,432	169,434	169,434							
MATERIALS AND SUPPLIES	3,033	10,966	23,137	23,137							
EMPLOYER FRINGE BENEFITS	26,011	29,587	30,479	32,659	2,180	7.2%					
MISC TRANSFER CONTINGENCY ETC											
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS											
Division Total	<b>306,815</b>	<b>261,672</b>	<b>320,678</b>	<b>327,763</b>	<b>7,085</b>	<b>2.2%</b>					
<b><u>by Activity</u></b>											
03104 PARKS & REC. GIS SUPPORT	113,883	122,903	136,745	143,527	6,782	5.0%	1.9	90,795	1.9	95,503	4,708
03134 DESIGN CENTER	192,932	138,770	183,933	184,236	303	0.2%	0.1	6,833	0.1	7,030	197
Division Total	<b>306,815</b>	<b>261,672</b>	<b>320,678</b>	<b>327,763</b>	<b>7,085</b>	<b>2.2%</b>	<b>2.0</b>	<b>97,628</b>	<b>2.0</b>	<b>102,533</b>	<b>4,905</b>
Percent Change from Previous Year		<b>-14.7%</b>	<b>22.5%</b>							<b>0.0%</b>	<b>5.0%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **08 PARKS AND RECREATION**  
 Division: **0840 OPERATIONS**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: RICHARD E LALLIER

(1) ISSUE PERMITS AND MONITOR (INSPECT) CONSTRUCTION PROJECTS IN THE CITY TO PROVIDE CITIZENS REASONABLE ASSURANCE THAT MINIMUM STANDARDS OF FIRE, STRUCTURAL AND LIFE SAFETY ARE MET. (2) DESIGN, CONSULT AND SUPERVISE CONSTRUCTION AND REMODELING OF CITY OWNED STRUCTURES. (3) INSURE ORDERLY DEVELOPMENT AND MAINTENANCE OF THE CITY'S NEIGHBORHOODS THROUGH ENFORCEMENT OF ZONING REQUIREMENTS. (4) TO REMAIN FINANCIALLY INDEPENDENT FROM THE FLUCTUATIONS OF GENERAL FUNDING BY SPECIAL FUND FINANCING OF THE DIVISION'S BUDGET.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized		Adopted	Council Adopted	2007	
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount	
<b>by Type of Expenditure</b>												
SALARIES	4,995,938	5,218,708	5,409,755	5,501,779	92,024	1.7%						
SERVICES	1,017,158	959,199	1,102,720	1,108,788	6,068	0.6%						
MATERIALS AND SUPPLIES	1,014,358	953,196	932,133	879,512	-52,621	-5.6%						
EMPLOYER FRINGE BENEFITS	1,951,295	2,115,499	1,740,074	1,842,143	102,069	5.9%						
MISC TRANSFER CONTINGENCY ETC	25,000	25,090	28,500	25,000	-3,500	-12.3%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS	143,942	129,745	75,890	58,262	-17,628	-23.2%						
Division Total	<b>9,147,691</b>	<b>9,401,437</b>	<b>9,289,072</b>	<b>9,415,484</b>	<b>126,412</b>	<b>1.4%</b>						
<b>by Activity</b>												
03102 PARKS BUILDING TRADES MTCE	1,503,274	1,626,812	1,888,338	2,030,637	142,299	7.5%	15.1	1,021,416	16.1	1,119,835	1.0	98,419
03105 HARRIET IS / DWNTN PK SUBSIDY	741,736	675,057	376,271	382,778	6,507	1.7%	3.4	218,202	4.4	223,488	1.0	5,286
TRNSF												
03106 WINTER ACTIVS-BRGHT LGHTS/CTY	135,625	163,481		60,000	60,000				0.0	40,500		40,500
NGHTS												
03124 Z00/CONSERVATORY HVAC & POOLS	449,004	554,363	567,254	425,347	-141,907	-25.0%	5.6	349,386	3.5	247,194	-2.1	-102,192
03132 PARKS GROUND MAINTENANCE	2,136,868	2,095,954	2,017,163	2,037,746	20,583	1.0%	30.4	1,241,178	29.9	1,252,872	-0.5	11,694
03133 PARKS PERMITS MANAGEMENT	246,804	259,668	311,563	334,402	22,839	7.3%	5.7	223,212	4.8	230,567	-0.9	7,355
03135 SMALL/SPECIALIZED EQUIP	948,294	981,666	850,525	870,615	20,090	2.4%	9.2	465,675	9.2	478,995		13,320
MNTC/MGMT												
03171 PARKS AND RECREATION MAINT	859,078	817,732	878,256	890,563	12,307	1.4%	7.1	321,959	7.1	347,892		25,933
SUPPORT												
03172 RECREATION CENTERS MAINTENANCE	1,807,378	1,871,977	1,781,611	1,776,379	-5,232	-0.3%	33.7	1,209,879	32.5	1,201,046	-1.2	-8,833
03190 ARTS AND GARDENING GF SUPPORT			92,791	94,764	1,973	2.1%	1.9	55,253	1.4	55,177	-0.5	-76
03195 FORESTRY MANAGEMENT & SUPPORT	127,379	110,920	241,681	229,808	-11,873	-4.9%	1.4	105,001	1.4	107,253		2,252
03196 CITY PARKS TREE MAINTENANCE	119,425	131,511	185,254	190,848	5,594	3.0%	3.0	141,179	3.0	144,744		3,565
03198 TREE PLANTING AND INVENTORY	72,826	112,298	98,365	91,597	-6,768	-6.9%	1.2	57,415	1.2	52,216		-5,199
Division Total	<b>9,147,691</b>	<b>9,401,437</b>	<b>9,289,072</b>	<b>9,415,484</b>	<b>126,412</b>	<b>1.4%</b>	<b>117.7</b>	<b>5,409,755</b>	<b>114.5</b>	<b>5,501,779</b>	<b>-3.2</b>	<b>92,024</b>
Percent Change from Previous Year		<b>2.8%</b>	<b>-1.2%</b>								<b>-2.7%</b>	<b>1.7%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **08 PARKS AND RECREATION**  
 Division: **0850 RECREATION SERVICES**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: KATHRYN M KORUM

TO ENHANCE THE LIVES OF ITS CITIZENS AND VISITORS, SAINT PAUL PARKS AND RECREATION WILL, WITHIN AVAILABLE RESOURCES, PROVIDE AND FACILITATE SAFE, QUALITY LEISURE SERVICES, PROGRAMS AND FACILITIES WHILE PRESERVING AND ENHANCING NATURAL RESOURCES AND STIMULATING THE ECONOMIC VITALITY OF THE COMMUNITY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted			Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	
<b>by Type of Expenditure</b>												
SALARIES	4,422,384	4,685,401	4,651,966	4,658,015	6,049	0.1%						
SERVICES	261,585	249,434	230,564	225,806	-4,758	-2.1%						
MATERIALS AND SUPPLIES	41,408	30,613	74,050	69,472	-4,578	-6.2%						
EMPLOYER FRINGE BENEFITS	1,313,210	1,391,212	1,396,505	1,415,627	19,122	1.4%						
MISC TRANSFER CONTINGENCY ETC	336,905	200,000	278,000	270,000	-8,000	-2.9%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS												
Division Total	<b>6,375,492</b>	<b>6,556,660</b>	<b>6,631,085</b>	<b>6,638,920</b>	<b>7,835</b>	<b>0.1%</b>						
<b>by Activity</b>												
03107 RICE/ARLINGTON DOME SUBSIDY	336,905	200,000	200,000	200,000								
03159 COMMUNITY EDUCAT/RECREATION PTNSHP	470,821	484,514	525,637	442,129	-83,508	-15.9%	6.0	388,239	5.0	323,340	-1.0	-64,899
03160 RECREATION SERVICES ADMINISTRATION	256,065	344,741	540,670	616,260	75,590	14.0%	3.7	295,374	6.0	362,482	2.3	67,108
03161 WEST SERVICE AREA	820,815	883,777	842,837	963,881	121,044	14.4%	16.3	640,065	18.5	728,474	2.2	88,409
03162 CENTRAL SERVICE AREA	711,028	752,277	804,173	1,122,236	318,063	39.6%	15.7	610,372	22.0	848,825	6.3	238,453
03163 NORTH SERVICE AREA	917,960	910,062	910,649	913,281	2,632	0.3%	18.7	692,758	18.1	690,098	-0.6	-2,660
03164 EAST SERVICE AREA	588,013	616,227	806,628	1,095,355	288,727	35.8%	16.0	612,470	20.1	828,186	4.1	215,716
03165 CITYWIDE SERVICE AREA	720,754	758,099	722,080	522,300	-199,780	-27.7%	13.9	547,023	10.9	393,528	-3.0	-153,495
03166 REC SERVICE AREA - ELIMINATED 2008	796,288	826,336	530,036	0	-530,036	-100.0%	9.9	397,596			-9.9	-397,596
03168 SENIOR CITIZEN PROGRAMS	204,359	207,241	205,635	179,198	-26,437	-12.9%	2.4	132,782	2.4	112,093		-20,689
03169 ADAPTIVE RECREATION PROGRAMS	262,668	270,203	271,504	279,926	8,422	3.1%	3.6	189,330	3.6	194,808		5,478
03174 MUNICIPAL ATHLETICS	210,099	215,098	171,296	203,376	32,080	18.7%	1.6	61,721	2.9	91,624	1.3	29,903
03176 REC CHECK PROGRAM	79,715	88,085	99,940	100,978	1,038	1.0%	6.4	84,236	6.4	84,557		321
Division Total	<b>6,375,492</b>	<b>6,556,660</b>	<b>6,631,085</b>	<b>6,638,920</b>	<b>7,835</b>	<b>0.1%</b>	<b>114.2</b>	<b>4,651,966</b>	<b>115.9</b>	<b>4,658,015</b>	<b>1.7</b>	<b>6,049</b>
Percent Change from Previous Year		<b>2.8%</b>	<b>1.1%</b>								<b>1.5%</b>	<b>0.1%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **08 PARKS AND RECREATION**  
 Division: **0860 SPECIAL SERVICES**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: VINCENT P GILLESPIE

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted			2005 Authorized FTE	2006 FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount	
				Amount	Change/Percent							
<b><u>by Type of Expenditure</u></b>												
SALARIES	538,297	430,452	457,287	807,880	350,593	76.7%						
SERVICES	37,853	49,862	38,666	60,332	21,666	56.0%						
MATERIALS AND SUPPLIES	83,844	52,001	71,878	104,285	32,407	45.1%						
EMPLOYER FRINGE BENEFITS	102,053	132,444	95,658	143,251	47,593	49.8%						
MISC TRANSFER CONTINGENCY ETC	73,261	73,261	56,569	74,826	18,257	32.3%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS												
Division Total	<b>835,308</b>	<b>738,020</b>	<b>720,058</b>	<b>1,190,574</b>	<b>470,516</b>	<b>65.3%</b>						
<b><u>by Activity</u></b>												
03130 PARKS SAFETY	124,044	126,656	156,183	160,585	4,402	2.8%	1.8	101,902	1.8	105,938	4,036	
03175 SKI PROGRAM				170,621	170,621					2.9	100,683	2.9 100,683
03180 SEASONAL SWIMMING	354,025	344,636	385,934	385,347	-587	-0.2%	12.5	274,332	12.5	275,483	1,151	
03181 OXFORD POOL	279,464	187,693	127,866	393,946	266,080	208.1%	5.7	81,053	13.6	325,776	7.9 244,723	
03192 MIDWAY STADIUM SUBSIDY TRANSFER	77,775	79,037	50,075	80,075	30,000	59.9%						
Division Total	<b>835,308</b>	<b>738,020</b>	<b>720,058</b>	<b>1,190,574</b>	<b>470,516</b>	<b>65.3%</b>	<b>20.0</b>	<b>457,287</b>	<b>30.8</b>	<b>807,880</b>	<b>10.8</b>	<b>350,593</b>
Percent Change from Previous Year		<b>-11.6%</b>	<b>-2.4%</b>								<b>54.0%</b>	<b>76.7%</b>

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **325 P&R SPECIAL SERVICES ENTERP FUND**Department: **08 PARKS AND RECREATION**

Fund Purpose:

Fund Manager: VINCENT P GILLESPIE

Department Director: ROBERT L BIERSCHEID

THIS ENTERPRISE FUND PROVIDES RECREATIONAL AND CONCESSION SERVICES TO SAINT PAUL CITIZENS, FINANCED BY USER FEES. INCLUDED ARE THE OPERATION AND MAINTENANCE OF FOUR GOLF COURSES, ONE DOWNHILL AND TWO CROSS COUNTRY SKI FACILITIES, SPECIAL EVENTS, AND SEVERAL REFECTORIES AND CONCESSIONS.

by Type of Expenditure	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008		Change/Percent	2005	2006	2007	2008		Change from 2007	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Amount		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount		
SALARIES	2,760,746	2,280,925	2,524,723	1,966,276	-558,447	-22.1%							
SERVICES	639,635	492,011	559,678	459,897	-99,781	-17.8%							
MATERIALS AND SUPPLIES	756,125	563,438	493,684	450,645	-43,039	-8.7%							
EMPLOYER FRINGE BENEFITS	659,917	518,356	643,290	538,636	-104,654	-16.3%							
MISC TRANSFER CONTINGENCY ETC	66,387	68,017	383,443	256,393	-127,050	-33.1%							
DEBT	64,054	829,785	819,364	612,276	-207,088	-25.3%							
STREET SEWER BRIDGE ETC IMPROVEMENT	1,551,265	1,469,265	1,299,304	1,000,000	-299,304	-23.0%							
EQUIPMENT LAND AND BUILDINGS	981,042	-69,663	166,210	168,772	2,562	1.5%							
Spending Total	<b>7,479,170</b>	<b>6,152,135</b>	<b>6,889,696</b>	<b>5,452,895</b>	<b>-1,436,801</b>	<b>-20.9%</b>							
<b>by Activity</b>													
23102 S'MORE FUN PROGRAMS	329,633	-4,449					8.8						
23103 RECREATION SERVICES RENTALS	161,253	-7,945					4.5						
23104 FORESTRY SUPPORT	354,566	289,889	315,460	316,866	1,406	0.4%	5.5	5.3	4.3	216,369	4.3	216,778	409
23109 HIGHLAND NATIONAL/DOME DEBT SERVICE	45,922	543,898	532,813	540,638	7,825	1.5%							
23111 SPECIAL SERVICES-ADMINISTRATION	331,654	310,695	386,611	218,000	-168,611	-43.6%	3.5	3.5	3.5	233,194	1.7	105,283	-1.8 -127,911
23112 SPECIAL SERVICES-GOLF	820,000												
23114 SPECIAL SERVICES-SKI	148,760	115,962	176,632	0	-176,632	-100.0%	2.9	2.9	2.9	97,999		-2.9	-97,999
23116 SPECIAL SERVICES-XCOUNTRY,ETC.	31,345												
23117 COMO GOLF COURSE	947,708	914,988	1,049,050	909,279	-139,771	-13.3%	13.9	13.9	13.9	460,760	10.8	402,559	-3.1 -58,201
23118 HIGHLAND 18 GOLF COURSE	1,879,057	1,669,736	1,709,715	1,394,184	-315,531	-18.5%	19.0	19.0	19.0	572,157	14.3	456,906	-4.7 -115,251
23119 HIGHLAND 9 GOLF COURSE	519,141	527,017	548,985	448,214	-100,771	-18.4%	8.1	8.1	8.1	292,848	6.4	217,501	-1.7 -75,347
23120 PHALEN GOLF COURSE	933,889	899,227	1,046,808	925,000	-121,808	-11.6%	13.7	13.7	13.3	450,261	10.7	382,672	-2.6 -67,589
23121 GOLF ADMINISTRATION	575,872	415,096	545,591	425,908	-119,683	-21.9%	1.5	1.5	1.5	83,409	1.5	85,829	2,420
23122 SPECIAL SERVICES CONCESSION-O'NEIL	265,954	277,295	280,114		-280,114	-100.0%	0.4	0.4	0.4	28,061		-0.4	-28,061
23123 SPECIAL SERVICES-CONCESSION-OTHER	74,297	118,491	141,603	129,066	-12,537	-8.9%	1.5	1.8	1.8	53,106	1.8	54,107	1,001
23124 PARKS REFECTORIES	5,389	3,260	15,482		-15,482	-100.0%	0.1	0.1	0.1	5,877		-0.1	-5,877
23141 CITYWIDE SPECIAL EVENTS	53,952	65,271	95,740	145,740	50,000	52.2%					0.0	44,641	44,641
23144 SHOWMOBILE SUPPORT	779	13,706	45,092		-45,092	-100.0%	0.1	0.1	0.1	30,682		-0.1	-30,682
Fund Total	<b>7,479,170</b>	<b>6,152,135</b>	<b>6,889,696</b>	<b>5,452,895</b>	<b>-1,436,801</b>	<b>-20.9%</b>	<b>83.5</b>	<b>70.3</b>	<b>68.9</b>	<b>2,524,723</b>	<b>51.5</b>	<b>1,966,276</b>	<b>-17.4 -558,447</b>
Percent Change from Previous Year		<b>-17.7%</b>	<b>12.0%</b>				<b>-15.8%</b>	<b>-2.0%</b>				<b>-25.3%</b>	<b>-22.1%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **330 WATERGATE MARINA ENTERP FUND**Department: **08 PARKS AND RECREATION**

Fund Manager: VINCENT P GILLESPIE

Department Director: ROBERT L BIERSCHEID

Fund Purpose:

TO PROVIDE RECREATIONAL BOATING OPPORTUNITIES FOR THE PUBLIC BY OPERATING A SELF-SUPPORTING AND POTENTIALLY REVENUE-PRODUCING PUBLIC MARINA ON THE MISSISSIPPI RIVER. THIS FACILITY IS LOCATED IN CROSBY LAKE-HIDDEN FALLS REGIONAL PARK, ONE OF THE LARGEST MULTI-USE PARK AREAS IN THE METRO AREA.

	Spending Amount				Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008	2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount      Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>									
SALARIES									
SERVICES	1,219	1,223	2,550	2,550					
MATERIALS AND SUPPLIES	2,674	15	5,000	5,000					
EMPLOYER FRINGE BENEFITS									
MISC TRANSFER CONTINGENCY ETC									
DEBT									
STREET SEWER BRIDGE ETC IMPROVEMENT									
EQUIPMENT LAND AND BUILDINGS	7,075								
Spending Total	<b>10,968</b>	<b>1,238</b>	<b>7,550</b>	<b>7,550      0      0.0%</b>					
<b><u>by Activity</u></b>									
23160 WATERGATE MARINA OPERATIONS	10,968	1,238	7,550	7,550					
Fund Total	<b>10,968</b>	<b>1,238</b>	<b>7,550</b>	<b>7,550      0      0.0%</b>					<b>0.0      0</b>
Percent Change from Previous Year		<b>-88.7%</b>	<b>509.9%</b>						

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **334 MIDWAY STADIUM**  
 Department: **08 PARKS AND RECREATION**  
 Fund Purpose:

Fund Manager: VINCENT P GILLESPIE  
 Department Director: ROBERT L BIERSCHEID

THE FUNCTION OF THIS MUNICIPAL STADIUM IS TO BE THE BEST OUTDOOR FACILITY IN MINNESOTA FOR ATHLETIC AND NON-ATHLETIC EVENTS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	172,972	195,715	176,344	174,540	-1,804	-1.0%								
SERVICES	69,154	81,352	67,149	74,045	6,896	10.3%								
MATERIALS AND SUPPLIES	106,126	130,519	121,395	128,968	7,573	6.2%								
EMPLOYER FRINGE BENEFITS	32,160	37,473	36,893	40,491	3,598	9.8%								
MISC TRANSFER CONTINGENCY ETC	3,151	1,985	4,500	1,500	-3,000	-66.7%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS			15,271	14,900	-371	-2.4%								
Spending Total	383,562	447,044	421,552	434,444	12,892	3.1%								
<b>by Activity</b>														
33182 MIDWAY STADIUM	383,562	447,044	421,552	434,444	12,892	3.1%	4.4	4.4	4.4	176,344	4.7	174,540	0.3	-1,804
Fund Total	383,562	447,044	421,552	434,444	12,892	3.1%	4.4	4.4	4.4	176,344	4.7	174,540	0.3	-1,804
Percent Change from Previous Year		16.6%	-5.7%				0.0%	0.0%				6.8%	-1.0%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **361 JAPANESE GARDEN TRUST FUND**  
 Department: **08 PARKS AND RECREATION**  
 Fund Purpose:

Fund Manager: MICHAEL A HAHM  
 Department Director: ROBERT L BIERSCHEID

INTEREST FROM A MAINTENANCE TRUST ACCOUNT FINANCES SERVICES AND SUPPLIES FOR THE JAPANESE GARDEN, ADJACENT TO THE CONSERVATORY.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount      Change/Percent		Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES		125								
MATERIALS AND SUPPLIES	1,450	492	1,700	1,700						
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>1,450</b>	<b>617</b>	<b>1,700</b>	<b>1,700</b>	<b>0</b> <b>0.0%</b>					
<b><u>by Activity</u></b>										
53115 JAPANESE GARDEN	1,450	617	1,700	1,700						
Fund Total	<b>1,450</b>	<b>617</b>	<b>1,700</b>	<b>1,700</b>	<b>0</b> <b>0.0%</b>					<b>0.0</b> <b>0</b>
Percent Change from Previous Year		<b>-57.4%</b>	<b>175.5%</b>							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **365 PARKS & REC SPEC. PROJECTS FUND**Department: **08 PARKS AND RECREATION**

Fund Manager: JODY L MARTINEZ

Department Director: ROBERT L BIERSCHEID

Fund Purpose:

AN INTERNAL SERVICE FUND TO ACCOUNT FOR PLANNING AND DESIGN, ARCHITECTURE, LANDSCAPE ARCHITECTURE, AND ENGINEERING SERVICES IN THE AREA OF DEVELOPMENT IN THE PARKS AND RECREATION SYSTEM. ADMINISTRATIVE SERVICES FOR THE ACQUISITION OF REAL PROPERTY ARE INCLUDED. COSTS INCURRED ARE CHARGED TO THE PROPER ACTIVITIES AND FUNDING SOURCES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount	2007 FTE/Amount	2007 FTE/Amount	
<b><u>by Type of Expenditure</u></b>														
SALARIES	780,767	815,213	1,034,492	979,324	-55,168	-5.3%								
SERVICES	133,868	131,249	157,147	155,743	-1,404	-0.9%								
MATERIALS AND SUPPLIES	5,308	4,333	18,079	32,670	14,591	80.7%								
EMPLOYER FRINGE BENEFITS	240,537	238,028	341,992	339,943	-2,049	-0.6%								
MISC TRANSFER CONTINGENCY ETC			0	0										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS		6,930												
Spending Total	<b>1,160,480</b>	<b>1,195,753</b>	<b>1,551,710</b>	<b>1,507,680</b>	<b>-44,030</b>	<b>-2.8%</b>								
<b><u>by Activity</u></b>														
13100 PARKS & REC SPECIAL PROJECTS	1,160,480	1,195,753	1,551,710	1,507,680	-44,030	-2.8%	15.5	15.5	15.5	1,034,492	13.5	979,324	-2.0	-55,168
Fund Total	<b>1,160,480</b>	<b>1,195,753</b>	<b>1,551,710</b>	<b>1,507,680</b>	<b>-44,030</b>	<b>-2.8%</b>	<b>15.5</b>	<b>15.5</b>	<b>15.5</b>	<b>1,034,492</b>	<b>13.5</b>	<b>979,324</b>	<b>-2.0</b>	<b>-55,168</b>
Percent Change from Previous Year		<b>3.0%</b>	<b>29.8%</b>					<b>0.0%</b>	<b>0.0%</b>			<b>-12.9%</b>	<b>-5.3%</b>	

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **370 PARKS & REC SUPPLY & MAINTENANCE**Department: **08 PARKS AND RECREATION**

Fund Manager: JOHN L HALL

Department Director: ROBERT L BIERSCHEID

Fund Purpose:

TO PROVIDE CONTRACT MAINTENANCE OF PROPERTIES UNDER THE JURISDICTION OF THE DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT, OFFICE OF LICENSE, INSPECTION & ENVIRONMENTAL PROTECTION, RAMSEY COUNTY, AND PUBLIC WORKS SEWER UTILITY. TO PROCURE, DISBURSE AND ALLOCATE COSTS OF SUPPLIES AND EQUIPMENT TO THE MAINTENANCE SECTIONS WITH THE DIVISION. TO PROVIDE BASE RADIO AND DISPATCH OPERATIONS FOR THE DIVISION AS PER FCC GUIDELINES. TO ADHERE TO REGULATORY COMPLIANCE SET BY THE STATE AUDITOR AND DIVISION POLICY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount	2007 FTE/Amount	
<b>by Type of Expenditure</b>													
SALARIES	464,867	538,679	649,053	882,507	233,454	36.0%							
SERVICES	177,019	206,483	176,683	261,194	84,511	47.8%							
MATERIALS AND SUPPLIES	48,610	83,373	53,508	111,100	57,592	107.6%							
EMPLOYER FRINGE BENEFITS	161,235	172,899	206,575	280,260	73,685	35.7%							
MISC TRANSFER CONTINGENCY ETC	244,699	125,417	300,806	300,806									
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT			45,000	45,000									
EQUIPMENT LAND AND BUILDINGS	189,885	284,019	59,754	48,000	-11,754	-19.7%							
Spending Total	<b>1,286,315</b>	<b>1,410,870</b>	<b>1,491,379</b>	<b>1,928,867</b>	<b>437,488</b>	<b>29.3%</b>							
<b>by Activity</b>													
13105 SERVICE FACILITY:PARKS & REC	361,025	140,415	466,379	469,213	2,834	0.6%	3.0	3.0	3.0	109,933	3.0	111,397	1,464
13110 PED PROPERTY MAINTENANCE	376,510	424,568	400,000	402,078	2,078	0.5%	5.0	5.0	5.3	241,912	5.3	243,268	1,356
13120 SUMMARY ABATEMENT MAINTENANCE	446,705	719,583	450,000	819,672	369,672	82.1%	4.1	4.1	4.5	206,198	8.9	392,189	4.4 185,991
13125 CONTRACTED SERVICES	97,134	108,396	100,000	117,538	17,538	17.5%	1.0	1.0	1.4	65,648	1.8	73,814	0.4 8,166
13126 REFUSE HAULING & EQUIP REPLACEMENT	4,941	17,910	75,000	75,274	274	0.4%	0.1	0.1	0.6	25,362	0.7	31,095	0.1 5,733
13127 SHOWMOBILE SUPPORT				45,092	45,092						0.1	30,744	0.1 30,744
Fund Total	<b>1,286,315</b>	<b>1,410,870</b>	<b>1,491,379</b>	<b>1,928,867</b>	<b>437,488</b>	<b>29.3%</b>	<b>13.2</b>	<b>13.2</b>	<b>14.8</b>	<b>649,053</b>	<b>19.8</b>	<b>882,507</b>	<b>5.0 233,454</b>
Percent Change from Previous Year		<b>9.7%</b>	<b>5.7%</b>					<b>0.0%</b>	<b>12.1%</b>			<b>33.8%</b>	<b>36.0%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **375 STREET TREE MAINTENANCE**Department: **08 PARKS AND RECREATION**

Fund Purpose:

Fund Manager: EDWARD L JR OLSEN

Department Director: ROBERT L BIERSCHEID

THE FUNCTION OF THIS SERVICE CHARGE BASED FUND IS TO PROVIDE THE MAINTENANCE AND UPKEEP OF THE TREES AND OTHER VEGETATION GROWING IN THE PUBLIC RIGHT-OF-WAY, WHICH HELPS TO MAINTAIN A SAFE TRAFFIC CORRIDOR FOR PEDESTRIANS AND VEHICLES. SERVICE LEVELS WILL BE MAINTAINED FOR THE 2007 BUDGET.

		Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)								
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount				
					Amount	Change/Percent									
<b>by Type of Expenditure</b>															
SALARIES		911,841	1,056,256	1,138,229	1,170,658	32,429	2.8%								
SERVICES		963,641	773,592	1,054,148	1,062,314	8,166	0.8%								
MATERIALS AND SUPPLIES		63,175	68,423	48,373	48,373										
EMPLOYER FRINGE BENEFITS		390,369	362,644	400,345	417,886	17,541	4.4%								
MISC TRANSFER CONTINGENCY ETC			4,204	0	0										
DEBT															
STREET SEWER BRIDGE ETC IMPROVEMENT															
EQUIPMENT LAND AND BUILDINGS		45,460	20,270												
Spending Total		2,374,486	2,285,389	2,641,095	2,699,231	58,136	2.2%								
<b>by Activity</b>															
33121	STREET TREE MAINTENANCE	1,968,228	2,171,354	2,241,095	2,299,231	58,136	2.6%	22.1	23.9	23.9	1,138,229	23.9	1,170,658	32,429	
33124	TREE TRIMMING	406,258	114,035	400,000	400,000										
Fund Total		2,374,486	2,285,389	2,641,095	2,699,231	58,136	2.2%	22.1	23.9	23.9	1,138,229	23.9	1,170,658	0.0	32,429
Percent Change from Previous Year			-3.8%	15.6%				8.1%	0.0%				0.0%	2.8%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **380 COMO CAMPUS**Department: **08 PARKS AND RECREATION**

Fund Manager: MICHAEL A HAHM

Department Director: ROBERT L BIERSCHEID

Fund Purpose:

THIS FUNDS PLANT COLLECTIONS AND DISPLAYS, LANDSCAPE INSTALLATION AND MAINTENANCE, ANIMAL EXHIBITS AND QUALITY ANIMAL MANAGEMENT AND TRAINING, ANIMAL PURCHASES, EDUCATIONAL PROGRAMS FOR SCHOOL GROUPS AND FAMILIES, ON-GOING MAINTENANCE, VOLUNTEER RECRUITMENT AND TRAINING, AND CUSTOMER SERVICE AT THE COMO ZOO AND CONSERVATORY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	1,381,710	1,755,790	2,031,266	2,221,385	190,119	9.4%								
SERVICES	279,827	242,471	119,947	164,956	45,009	37.5%								
MATERIALS AND SUPPLIES	385,278	436,211	374,569	333,568	-41,001	-10.9%								
EMPLOYER FRINGE BENEFITS	361,131	463,796	567,098	673,839	106,741	18.8%								
MISC TRANSFER CONTINGENCY ETC	106,832	106,930	153,996	106,832	-47,164	-30.6%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT	205,785	221,622	1,180,672	1,855,185	674,513	57.1%								
EQUIPMENT LAND AND BUILDINGS	62,583	97,054	21,321	21,321										
Spending Total	<b>2,783,147</b>	<b>3,323,874</b>	<b>4,448,869</b>	<b>5,377,086</b>	<b>928,217</b>	<b>20.9%</b>								
<b>by Activity</b>														
33135 COMO CAMPUS CONSERVATION				36,136	36,136						1.0	29,003	1.0	29,003
33136 COMO CAMPUS GUEST SERVICES	664,345	974,873	1,052,706	994,015	-58,691	-5.6%	15.2	17.8	20.7	677,200	25.1	735,899	4.4	58,699
33137 COMO CAMPUS	951,455	1,069,181	2,103,188	2,401,574	298,386	14.2%	17.7	17.7	18.0	620,522	5.3	298,783	-12.7	-321,739
33138 COMO CONSERVATORY SUPPORT	263,777	263,895	364,873	538,401	173,528	47.6%	4.2	5.6	5.9	252,722	8.7	357,663	2.8	104,941
33139 COMO ZOO SUPPORT	476,580	500,212	400,500	712,605	312,105	77.9%	3.0	4.0	4.0	179,538	8.5	385,358	4.5	205,820
33140 ZOO ANIMAL FUND	964	1,075	30,523	30,523										
33141 ZOO/CONSERVATORY EDUCATION PRGMG	235,000	349,674	357,079	523,832	166,753	46.7%	4.3	8.1	8.5	265,436	10.7	378,693	2.2	113,257
33142 COMO CAMPUS MN LOTTERY	191,026	164,963	140,000	140,000			1.0	1.0	1.0	35,848	1.0	35,986		138
Fund Total	<b>2,783,147</b>	<b>3,323,874</b>	<b>4,448,869</b>	<b>5,377,086</b>	<b>928,217</b>	<b>20.9%</b>	<b>45.4</b>	<b>54.2</b>	<b>58.1</b>	<b>2,031,266</b>	<b>60.3</b>	<b>2,221,385</b>	<b>2.2</b>	<b>190,119</b>
Percent Change from Previous Year		<b>19.4%</b>	<b>33.8%</b>					<b>19.4%</b>	<b>7.2%</b>			<b>3.8%</b>	<b>9.4%</b>	

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **391 SPECIAL RECREATION FUND**Department: **08 PARKS AND RECREATION**

Fund Purpose:

Fund Manager: KATHRYN M KORUM

Department Director: ROBERT L BIERSCHEID

THE PURPOSE OF THIS FUND IS TO PARTIALLY SUPPORT PROGRAMS FOR SENIOR CITIZENS, PERSONS WITH DISABILITIES AND GENERAL RECREATION PROGRAMS CITYWIDE. THE FUND HAS BEEN SUBDIVIDED BY SERVICE AREA AND GIVES THE SERVICE AREA COORDINATORS A TOOL WITH WHICH TO BE RESPONSIVE TO THE PROGRAMMING NEEDS. IT WILL HELP SUPPORT CONCERTS, FIELD TRIPS, SPECIAL EVENTS, DAY CAMPS, IN-SERVICE TRAINING, ETC.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount		FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	392,486	582,004	618,803	675,496	56,693	9.2%								
SERVICES	505,100	578,592	415,162	362,869	-52,293	-12.6%								
MATERIALS AND SUPPLIES	443,602	446,409	352,379	310,780	-41,599	-11.8%								
EMPLOYER FRINGE BENEFITS	51,701	110,846	189,431	219,960	30,529	16.1%								
MISC TRANSFER CONTINGENCY ETC		79,095	56,163	34,395	-21,768	-38.8%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT	10,000			210,000	210,000									
EQUIPMENT LAND AND BUILDINGS	62,893	6,930												
Spending Total	1,465,782	1,803,876	1,631,938	1,813,500	181,562	11.1%								
<b>by Activity</b>														
23178 S'MORE FUN	115	304,676	413,670		-413,670	-100.0%		5.8	5.9	242,394		-5.9	-242,394	
23181 WEST SERVICE AREA- SP FUND	179,036	177,019	180,768	592,785	412,017	227.9%	1.5	1.5	1.6	46,020	6.1	226,085	4.5	180,065
23182 CENTRAL SERVICE AREA - SP FUND	413,641	377,958	180,000	327,937	147,937	82.2%	1.5	1.5	1.6	46,986	2.1	72,706	0.5	25,720
23183 NORTH SERVICE AREA -SP FUND	289,276	376,907	330,000	337,157	7,157	2.2%	3.0	3.0	4.6	137,893	5.5	198,739	0.9	60,846
23184 EAST SERVICE AREA - SP FUND	131,916	151,562	122,000	220,823	98,823	81.0%	0.9	0.9	1.0	30,796	2.1	68,608	1.1	37,812
23185 CITYWIDE SERVICE AREA - SP FUND	193,088	142,905	160,000	242,101	82,101	51.3%	1.5	1.5	1.6	46,986	2.6	88,090	1.0	41,104
23186 REC SERVICE AREA 6 - ELIMINATED 2008	206,483	216,561	153,000	0	-153,000	-100.0%	1.5	1.5	1.6	46,986			-1.6	-46,986
23189 HARDING AREA FOOTBALL	3,865	5,351	6,500	6,500										
23190 ADAPTIVE RECREATION ACTIVITIES	34,932	36,188	53,000	53,118	118	0.2%		0.3	0.3	17,931	0.3	18,447		516
23191 SENIOR CITIZEN ACTIVITIES	12,230	14,750	33,000	33,079	79	0.2%	0.2	0.2	0.2	2,811	0.2	2,821		10
23193 CITYWIDE ACTIVITIES (DAY CAMPS ETC)	1,200													
Fund Total	1,465,782	1,803,876	1,631,938	1,813,500	181,562	11.1%	10.1	16.2	18.4	618,803	18.9	675,496	0.5	56,693
Percent Change from Previous Year		23.1%	-9.5%					60.4%	13.6%				2.7%	9.2%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **394 MUNICIPAL ATHLETIC ASSOCIATIONS' FD**Department: **08 PARKS AND RECREATION**

Fund Manager: KATHRYN M KORUM

Department Director: ROBERT L BIERSCHEID

Fund Purpose:

PROGRAM FACILITATION FOR USER-FEE BASED FUND FOR ADULT AND YOUTH ATHLETIC PROGRAMS FOR BASEBALL, SOFTBALL, SOCCER, FOOTBALL/BROOMBALL, AND VOLLEYBALL PRIMARILY AT RICE AND ARLINGTON, MCMURRAY, DUNNING, AND VARIOUS RECREATION CENTER SITES.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008		2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount      Change/Percent		Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount		2007 FTE/Amount		
<b>by Type of Expenditure</b>													
SALARIES	134,306	131,720	134,807	161,271	26,464	19.6%							
SERVICES	224,620	224,857	228,459	386,378	157,919	69.1%							
MATERIALS AND SUPPLIES	73,721	98,779	45,992	46,981	989	2.2%							
EMPLOYER FRINGE BENEFITS	38,666	35,917	42,899	52,197	9,298	21.7%							
MISC TRANSFER CONTINGENCY ETC	1,108	1,400	0	8,500	8,500								
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT		165,930	165,930	165,930									
EQUIPMENT LAND AND BUILDINGS													
Spending Total	<b>472,421</b>	<b>658,603</b>	<b>618,087</b>	<b>821,257</b>	<b>203,170</b>	<b>32.9%</b>							
<b>by Activity</b>													
33143 MUNICIPAL ATHLETICS PROG FACILIT	194,442	214,454	164,775	157,185	-7,590	-4.6%	2.3	2.3	2.3	100,770	2.3	106,083	5,313
33144 BASEBALL ATHLETIC ASSOCIATION	46,374	48,568	50,000	50,000									
33145 FOOTBALL ATHLETIC ASSOCIATION	4,398	22,988	23,000	23,000									
33146 SOFTBALL ATHLETIC ASSOCIATION	139,442	251,447	260,000	260,000									
33147 BASKETBALL ATHLETIC ASSOCIATION	14,128	21,320	17,000	17,000									
33148 HOCKEY ATHLETIC ASSOCIATION	15,837	37,610	35,000	35,000									
33149 R&A BATTING CAGES	57,800	62,126	68,312	68,500	188	0.3%	0.8	0.8	0.8	34,037	0.8	34,603	566
33150 STAR OF THE NORTH SUMMER GAMES			0	210,572	210,572		0.0	0.0	0.0	0	0.5	20,585	20,585
33174 SOFTBALL ATHLETIC ASSOCIATION		89											
Fund Total	<b>472,421</b>	<b>658,603</b>	<b>618,087</b>	<b>821,257</b>	<b>203,170</b>	<b>32.9%</b>	<b>3.1</b>	<b>3.1</b>	<b>3.1</b>	<b>134,807</b>	<b>3.6</b>	<b>161,271</b>	<b>0.5</b> <b>26,464</b>
Percent Change from Previous Year		<b>39.4%</b>	<b>-6.2%</b>				<b>0.0%</b>	<b>0.0%</b>				<b>16.1%</b>	<b>19.6%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **399 YOUTH PROGRAM FUND**  
 Department: **08 PARKS AND RECREATION**

Fund Manager: KATHRYN M KORUM  
 Department Director: ROBERT L BIERSCHEID

Fund Purpose:

THIS FUND ADMINISTERS THE YOUTH, ATHLETIC AND SPORTS FUND ESTABLISHED TO PROVIDE MONIES FOR FEE WAIVERS FOR YOUTH PARTICIPATION IN PARKS AND RECREATION'S FEE BASED ACTIVITIES. REVENUES ARE AUTHORIZED BY MINNESOTA STATE STATUTE 349.213 SUBD 1A, REQUIRING ORGANIZATIONS TO CONTRIBUTE 10% OF THEIR NET PROFITS DERIVED FROM LAWFUL GAMBLING TO THE RESPONSIBLE LOCAL GOVERNMENT.

	Spending Amount				Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	2005 Authorized FTE	2006 Adopted FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount
				Amount Change/Percent					
<b><u>by Type of Expenditure</u></b>									
SALARIES									
SERVICES				25,000 25,000					
MATERIALS AND SUPPLIES									
EMPLOYER FRINGE BENEFITS									
MISC TRANSFER CONTINGENCY ETC			15,000	-15,000 -100.0%					
DEBT									
STREET SEWER BRIDGE ETC IMPROVEMENT									
EQUIPMENT LAND AND BUILDINGS									
Spending Total	0	0	15,000	25,000 10,000 66.7%					
<b><u>by Activity</u></b>									
33179 YOUTH PROGRAM FUND			15,000	25,000 10,000 66.7%					
Fund Total	0	0	15,000	25,000 10,000 66.7%				0.0	0
Percent Change from Previous Year		0.0%	0.0%						

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **729 PARKS' OPPORTUNITY FUND**Department: **08 PARKS AND RECREATION**

Fund Purpose:

Fund Manager: ROBERT L BIERSCHEID

Department Director: ROBERT L BIERSCHEID

TO MANAGE DONATIONS AND FEES COLLECTED FOR SERVICES, SUPPLIES, EQUIPMENT, AND/OR FACILITIES IN PARKS AND RECREATION.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	10,614	12,250	15,204	18,550	3,346	22.0%								
SERVICES	35,812	22,529	32,245	52,668	20,423	63.3%								
MATERIALS AND SUPPLIES	1,965	11,840	5,868	5,862	-6	-0.1%								
EMPLOYER FRINGE BENEFITS	2,928	4,552	1,683	2,920	1,237	73.5%								
MISC TRANSFER CONTINGENCY ETC		2,000												
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT	1,900													
EQUIPMENT LAND AND BUILDINGS			10,000	10,000										
Spending Total	53,219	53,170	65,000	90,000	25,000	38.5%								
<b>by Activity</b>														
53101 LANDMARK PLAZA	459	222	5,000	5,000			0.2	0.2	0.2	3,204	0.2	3,296	92	
53102 PARKS & REC PRIVATE DONATIONS	32,000	12,580	10,000	10,000										
53105 SCHULTZ SCULPTURE MAINT. FUND	3,750	9,250	10,000	10,000										
53106 AMENITY DONATION FUND	17,011	31,119	40,000	40,000					0.0	12,000	0.0	12,000		
53108 MAX METZGER MEMORIAL POPS FUND				25,000	25,000						0.1	3,254	0.1	3,254
Fund Total	53,219	53,170	65,000	90,000	25,000	38.5%	0.2	0.2	0.2	15,204	0.3	18,550	0.1	3,346
Percent Change from Previous Year		-0.1%	22.2%					0.0%	0.0%			50.0%	22.0%	

City of Saint Paul  
2008 Budget Fund Spending Plan Summary  
Council Adopted Budget

Fund: **742 HILLER & LOIS HOFFMAN MEMORIAL**  
Department: **08 PARKS AND RECREATION**  
Fund Purpose:

Fund Manager: MICHAEL A HAHM  
Department Director: ROBERT L BIERSCHEID

TO PROVIDE FOR THE MAINTENANCE OF THE MEMORIAL LOCATED AT THE MARJORIE MCNEELY CONSERVATORY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008			2005	2006	2007	2008	Change from
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized		Adopted	Council Adopted	2007
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE		FTE/Amount	FTE/Amount	FTE/Amount
<b>by Type of Expenditure</b>											
SALARIES											
SERVICES											
MATERIALS AND SUPPLIES			300	300							
EMPLOYER FRINGE BENEFITS											
MISC TRANSFER CONTINGENCY ETC											
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS											
Spending Total	0	0	300	300	0 0.0%						
<b>by Activity</b>											
53150 HILLER & LOIS HOFFMAN MEMORIAL			300	300							
Fund Total	0	0	300	300	0 0.0%					0.0	0
Percent Change from Previous Year		0.0%	0.0%								

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **860 PARKS & REC GRANT FUND**  
 Department: **08 PARKS AND RECREATION**  
 Fund Purpose:

Fund Manager: ROBERT L BIERSCHEID  
 Department Director: ROBERT L BIERSCHEID

THIS FUND IS USED FOR GRANTS FROM THE STATE OF MINNESOTA, THE FEDERAL GOVERNMENT, AND OTHER AGENCIES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE		Adopted FTE/Amount	FTE/Amount	Council Adopted FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	788,615	742,870	784,630	1,354,666	570,036	72.7%								
SERVICES	129,492	107,641	137,517	164,886	27,369	19.9%								
MATERIALS AND SUPPLIES	127,233	155,206	58,002	75,262	17,260	29.8%								
EMPLOYER FRINGE BENEFITS	160,637	209,732	154,221	238,668	84,447	54.8%								
MISC TRANSFER CONTINGENCY ETC	710,652	815,874	762,710	762,710										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT	146,296	146,296	146,296	146,296										
EQUIPMENT LAND AND BUILDINGS	48,460	34,647	66,000	66,000										
Spending Total	<b>2,111,385</b>	<b>2,212,266</b>	<b>2,109,376</b>	<b>2,808,488</b>	<b>699,112</b>	<b>33.1%</b>								
<b>by Activity</b>														
33185 YOUTH JOB CORP	400,000	395,617	400,000	1,000,000	600,000	150.0%	27.0	25.9	25.9	353,673	56.2	849,654	30.3	495,981
33186 TWINS	67,235	49,654	80,000	80,000			0.2	0.2	0.2	4,147	0.2	4,267		120
33190 ARTS AND GARDENING GRANTS MANAGEMNT	89,565	118,310	102,615	102,562	-53	-0.1%	0.8	0.8	0.8	49,987	0.8	53,847		3,860
33191 ZOO & CONSERVATORY EDUCATION PRGMG	9,056	4,196												
33193 REGIONAL PARK MAINTENANCE	1,265,635	1,389,505	1,311,105	1,418,270	107,165	8.2%	7.5	7.5	8.5	322,360	10.5	389,088	2.0	66,728
33194 NIGHT MOVES	65,000	60,461	68,000	60,000	-8,000	-11.8%								
33196 ENVIRONMENTAL STEWARDSHIP	213,994	194,524	147,656	147,656			2.0	1.8	0.8	54,463	0.8	57,810		3,347
33197 ENVIRONMENTAL PROGRAMS	900													
Fund Total	<b>2,111,385</b>	<b>2,212,266</b>	<b>2,109,376</b>	<b>2,808,488</b>	<b>699,112</b>	<b>33.1%</b>	<b>37.5</b>	<b>36.2</b>	<b>36.2</b>	<b>784,630</b>	<b>68.5</b>	<b>1,354,666</b>	<b>32.3</b>	<b>570,036</b>
Percent Change from Previous Year		<b>4.8%</b>	<b>-4.7%</b>					<b>-3.5%</b>	<b>0.0%</b>			<b>89.2%</b>		<b>72.7%</b>

# **Financing Reports**

## Financing by Major Object Code

Department: **08 PARKS AND RECREATION**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4084	FEES - PICNIC PERMITS	147,294	140,799	109,000	139,000	30,000
4206	GAIN ON SALE OF ASSETS			1,000	1,000	
4301	NORMAL ACTIVITY SERVICES	295,570	377,019	355,897	305,708	-50,189
	<b>FEES, SALES AND SERVICES</b>	442,864	517,818	465,897	445,708	-20,189
5018	CONSESSIONS - VENDINGS	3,984	2,581			
5099	COMMISSIONS - MISCELLANEOUS	49,670	43,519	35,000	35,000	
5106	JONATHAN PADDLEFORD	66,539	51,469	60,000	60,000	
5109	NATIONAL AMUSEMENT			79,000	79,000	
5214	SKIING - ROPE TOW - ADULT				1,200	1,200
5215	SKIING - ROPE TOW - CHILDREN				2,882	2,882
5217	SWIMMING - ADULT	35,894	30,664	36,000	54,400	18,400
5218	SWIMMING - CHILD	50,668	45,721	70,600	112,200	41,600
5220	ADMISSIONS INCL, TENNIS, BSBLL, SFT	12,447	3,866	6,500	6,500	
5221	SWIMMING - PUNCH PASS	7,008	6,286	7,600	7,600	
5222	OTHER USE/ADMISSION FEES	25,268	13,742	18,000	18,000	
5223	INSTRUCTION FEES	107,230	88,787	107,000	161,000	54,000
5246	X-COUNTRY SKI LESSONS				2,100	2,100
5248	ADULT 20 SWIM PASS	6,883	1,039	3,005	3,005	
5251	XC PRIVATE LESSONS				100	100
5297	CASH OVER OR SHORT	-1,567	-1,132			
5298	RMBSMNT FR MANDATORY SALARY PD.	195				
5299	FEES N.O.C.	79,800	87,250	100,000	115,989	15,989
5399	OTHER REVENUE N.O.C.	435	1,125		3,000	3,000
5403	GOLF LEAGUES				4,400	4,400
5404	PACKAGE -INCLUDES SKI & CROSS CO-				25,000	25,000
5405	EQUIPMENT -INCL-SKI, CROSS CO, SAIL				7,500	7,500
5406	X-COUNTRY RENTAL - PACKAGE				2,000	2,000
5407	XC JR RENTAL PACKAGE				2,550	2,550
5408	XC CHILD RENTAL PACKAGE				500	500
5417	FACILITY	105,029	159,042	132,400	134,400	2,000

## Financing by Major Object Code

Department: **08 PARKS AND RECREATION**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
5499	RENTALS N.O.C.	11,215	6,571	39,500	59,500	20,000
5501	FOOD SALES - INC. REF. GOLF, SKI &				5,500	5,500
5502	MERCH. SALES - INCL REF. GOLF & SKI				750	750
5599	SALES N.O.C.				150	150
<b>ENTERPRISE AND UTILITY REVENUES</b>		560,698	540,530	694,605	904,226	209,621
6831	COMMISSIONS - TELEPHONE					
6839	COMMISSIONS - N.O.C.			24,000	10,000	-14,000
6905	CONTRIB. & DONATIONS - OUTSIDE	81,450	102,292			
6908	DAMAGE CLAIM RECOVERY FROM OTHERS					
6914	REFUNDS - JURY DUTY PAY	512	127			
6917	REFUNDS - OVERPAYMENTS		4,792			
6927	OTHER AGENCY SHARE OF COST		2,500			
6970	PRIVATE GRANTS			75,000		-75,000
6999	OTHER MISCELLANEOUS REVENUE N.O.C.	143				
<b>MISCELLANEOUS REVENUE</b>		82,105	109,711	99,000	10,000	-89,000
7302	TRANSFER FROM ENTERPRISE FUND	36,552	70,552	70,552	70,552	
7303	TRANSFER FROM INTERNAL SERVICE FUND	8,826	8,826	14,100	14,100	
7305	TRANSFER FROM SPECIAL REVENUE FUND	336,067	520,484	444,279	431,148	-13,131
7399	TRANSFER FROM SPECIAL FUND	34,000				
<b>TRANSFERS</b>		415,445	599,862	528,931	515,800	-13,131
9831	CONTRIBUTION TO FUND BALANCE					
<b>FUND BALANCES</b>		0	0	0	0	0
<b>Fund Total</b>		1,501,112	1,767,921	1,788,433	1,875,734	87,301

## Financing by Major Object Code

Department: **08 PARKS AND RECREATION**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3099 OTHER FED DIRECT GRANTS-IN-AID		10,000			
3400 STATE DIRECT GRANTS-IN-AID	65,000	68,250		600,000	600,000
3408 STATE NATURAL RESOURCE FUNDS	25,772	28,722	140,000	140,000	
3699 OTHER MISCELLANEOUS GRANTS					
3802 METROPOLITAN COUNCIL	1,473,569	1,320,846	1,311,105	1,468,755	157,650
<b>INTERGOVERNMENTAL REVENUE</b>	<b>1,564,341</b>	<b>1,427,818</b>	<b>1,451,105</b>	<b>2,208,755</b>	<b>757,650</b>
4071 PARKING	101				
4084 FEES - PICNIC PERMITS	1,260		3,000	3,000	
4110 EXAMINATION FEE- M-CF	28,811	18,650	15,000	20,000	5,000
4201 ANIMALS			500	500	
4205 MERCHANDISE				16,000	16,000
4206 GAIN ON SALE OF ASSETS	2,685	70,000			
4299 SALES N.O.C.		4,630		22,000	22,000
4301 NORMAL ACTIVITY SERVICES	3,191,102	3,602,362	3,409,709	3,797,264	387,555
4398 SERVICES - SPECIAL PROJECTS	178,972	172,634	136,000	69,000	-67,000
4399 SERVICES N.O.C.	19,840	18,342	21,000	10,000	-11,000
<b>FEES, SALES AND SERVICES</b>	<b>3,422,771</b>	<b>3,886,618</b>	<b>3,585,209</b>	<b>3,937,764</b>	<b>352,555</b>
5001 SPEC SERV VEND MACH CO-MISS			1,000	1,000	
5008 CIVIC CTR. - PARKING RAMP HOURLY	50				
5018 CONCESSIONS - VENDINGS	53,006	47,060	60,200	59,200	-1,000
5028 COMMISSIONS - ADVERTISING	570	6,839			
5099 COMMISSIONS - MISCELLANEOUS	75,153	157,750	296,504	312,000	15,496
5100 CONCESSIONS	101,789	102,783	40,000	40,000	
5101 ONEIL - FOOD	231,998	184,141	282,687	235,000	-47,687
5104 ONEIL - RIDES	129,669	165,495	175,000	175,000	
5111 MINIATURE GOLF	5,000	5,000	4,000	4,000	
5199 CONCESSIONS N.O.C.	388,660	257,708	156,440	311,440	155,000
5201 GOLF - DAYLIGHT	1,470,464	1,599,365	2,054,358	1,667,000	-387,358
5202 GOLF - TWILIGHT	325,883	86,772	415,800	285,000	-130,800

## Financing by Major Object Code

Department: **08 PARKS AND RECREATION**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
5203	GOLF - STUDENT & SENIOR	3,579	3,980	31,350	15,000	-16,350
5204	GOLF - SEASON TICKET - UNLIMITED	184,403	178,080	402,640	240,000	-162,640
5205	GOLF - RESERVATION	1,855	1,614	11,930	6,000	-5,930
5212	GOLF - FALL RATE	338,805	155,188	155,000	210,000	55,000
5213	PRIMATE HOUSE		247			
5214	SKIING - ROPE TOW - ADULT	1,080	1,007	1,200		-1,200
5215	SKIING - ROPE TOW - CHILDREN	2,026	1,363	2,882		-2,882
5216	GOLF - PERMIT - STUDENT		110,776		15,000	15,000
5220	ADMISSIONS INCL, TENNIS, BSBLL, SFT	59,053	80,608	63,000	63,000	
5222	OTHER USE/ADMISSION FEES	13,509	37,776	32,000	35,000	3,000
5223	INSTRUCTION FEES	1,011,928	775,509	820,860	754,860	-66,000
5231	MIDWAY STADIUM PARKING	172,457	165,456	165,000	165,000	
5233	GOLF - EVENING	81,228	18,735	69,900	54,000	-15,900
5235	SEASON TICKET - REGULAR ROUNDS	5,590	3,739			
5236	SEASON TICKET - SENIOR ROUNDS	56	40			
5240	SEASON TICKET - WIFE AND HUSBAND	3,668	8,200			
5241	SEASON TICKET - DRIVING RANGE	87	599			
5242	GOLF DRIVING RANGE	196,055	197,627	360,300	225,000	-135,300
5246	X-COUNTRY SKI LESSONS	1,055	540	2,100		-2,100
5251	XC PRIVATE LESSONS	805	505	100		-100
5252	S'MORE FUN FEES		490,966	480,000	630,000	150,000
5297	CASH OVER OR SHORT	2,577	-2,649			
5298	RMBSMNT FR MANDATORY SALARY PD.			22,500	22,500	
5299	FEES N.O.C.	393,992	317,138	405,752	388,752	-17,000
5300	OTHER REVENUE					
5303	RENTS	5,000	5,000	2,500	2,500	
5308	MISC NON-OPERATING INCOME	25,555				
5399	OTHER REVENUE N.O.C.	9,036	17,481	3,000		-3,000
5402	LOCKERS (INCLUDES GOLF, SWIM, SKI)	10,848	10,566	18,000	10,000	-8,000
5403	GOLF LEAGUES	-2,995	3,528	4,400		-4,400
5404	PACKAGE -INCLUDES SKI & CROSS CO-	14,885	16,748	25,000		-25,000

## Financing by Major Object Code

Department: **08 PARKS AND RECREATION**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
5405	EQUIPMENT -INCL-SKI, CROSS CO, SAIL	8,043	7,260	11,000	3,500	-7,500
5406	X-COUNTRY RENTAL - PACKAGE	3,353	1,693	2,000		-2,000
5407	XC JR RENTAL PACKAGE	1,324	916	2,550		-2,550
5408	XC CHILD RENTAL PACKAGE	562	303	500		-500
5409	SWIMMING - CAP	209				
5410	SWIMMING - POOL	1,032	1,229			
5412	CART RENTAL-18 HOLE SENIOR	678	193			
5414	CART RENTAL-9 HOLE SENIOR	460	477			
5417	FACILITY	646,678	723,052	690,600	806,100	115,500
5437	MIDWAY STADIUM RENTALS	146,700	211,649	70,000	71,879	1,879
5438	GOLF CART - 9 HOLE	456,574	388,485	536,100	427,000	-109,100
5439	PULL CART	20,448	5,430	28,250	19,000	-9,250
5499	RENTALS N.O.C.	6,500	76,473			
5501	FOOD SALES - INC. REF. GOLF, SKI &	344,928	299,652	377,540	326,440	-51,100
5502	MERCH. SALES - INCL REF. GOLF & SKI	154,232	112,439	176,750	142,000	-34,750
5511	FOOD SALES - GOLF SHELTER	76,933	64,513	65,000	45,000	-20,000
5599	SALES N.O.C.	54,188	42,969	38,650	31,000	-7,650
<b>ENTERPRISE AND UTILITY REVENUES</b>		7,241,221	7,150,013	8,564,343	7,798,171	-766,172
6001	CURRENT YEAR			400,000	400,000	
6602	INTEREST ON INVESTMENTS	47,087	64,945	2,000	2,000	
6611	INC(DEC) FMV OF INVESTMENT	-21,640	-7,479			
6839	COMMISSIONS - N.O.C.	3,000	39,696	47,500	62,500	15,000
6900	OTHER MISCELLANEOUS REVENUE	830				
6905	CONTRIB. & DONATIONS - OUTSIDE	1,208,282	1,337,089	1,442,884	1,420,000	-22,884
6908	DAMAGE CLAIM RECOVERY FROM OTHERS	734	25			
6910	DEPOSITS	800	2,323			
6912	REFUNDS - GAS TAX	8,335	8,578			
6914	REFUNDS - JURY DUTY PAY	40	469			
6915	REFUNDS - NOT OTHERWISE CLASSIFIED	1,524				
6917	REFUNDS - OVERPAYMENTS		5,453			

## Financing by Major Object Code

Department: **08 PARKS AND RECREATION**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6927 OTHER AGENCY SHARE OF COST	415,826	405,919	479,797	231,107	-248,690
6951 GOLF COURSE CLUB ACCOUNTS	-17,405	102,123			
6952 GOLF COURSE GIFT CERTIFICATES	-20,785	-7,912			
6969 CAPITAL ASSET CONTRIBUTION		3,917			
6970 PRIVATE GRANTS				45,000	45,000
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	37,829		25,000	25,000	
<b>MISCELLANEOUS REVENUE</b>	<b>1,664,457</b>	<b>1,955,146</b>	<b>2,397,181</b>	<b>2,185,607</b>	<b>-211,574</b>
7199 TRANSFER F/COMM DEVEL BLK GR/ENT	400,000	400,000	400,000	400,000	
7299 TRANSFER FROM GENERAL FUND	605,553	305,411	336,261	408,261	72,000
7302 TRANSFER FROM ENTERPRISE FUND	3,139,655	31,465	31,465	31,465	
7305 TRANSFER FROM SPECIAL REVENUE FUND	2,492,151	2,525,934	2,719,584	2,723,530	3,946
7306 TRANSFER FROM CAP PROJ FUND-OTHER	7,000	473,620			
7499 TRANSFER IN - INTRAFUND - OTHER	1,454,443	2,003,113	2,825,502	3,413,411	587,909
<b>TRANSFERS</b>	<b>8,098,802</b>	<b>5,739,543</b>	<b>6,312,812</b>	<b>6,976,667</b>	<b>663,855</b>
9830 USE OF FUND BALANCE			96,429	88,829	-7,600
9831 CONTRIBUTION TO FUND BALANCE			-86,642	-76,810	9,832
9925 USE OF NET ASSETS				9,716	9,716
9926 CONTRIBUTION TO NET ASSETS			-427,185	-160,701	266,484
<b>FUND BALANCES</b>	<b>0</b>	<b>0</b>	<b>-417,398</b>	<b>-138,966</b>	<b>278,432</b>
Fund Total	21,991,592	20,159,138	21,893,252	22,967,998	1,074,746

<b><u>Department Total</u></b>	<b><u>23,492,704</u></b>	<b><u>21,927,059</u></b>	<b><u>23,681,685</u></b>	<b><u>24,843,732</u></b>	<b><u>1,162,047</u></b>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
03100	PARKS & RECREATION ADMINISTRATION		150,063	131,736	56,736	-75,000
03101	YOUTH JOB CORP PROGRAM	143				
03126	FREE CONCERTS IN CITY PARKS	9,009	9,009	30,777	9,009	-21,768
03131	PARK SECURITY	63,909	83,398	64,624	32,261	-32,363
03140	PARKS AND RECREATION UTILITIES		450			
03167	REC CNTR SHARED COSTS (WELLST CNTR)		33,095	33,095	33,095	
03120	MARJORIE MCNEELY CONSERVATORY-COMO	34,000	34,000	34,000	34,000	
03122	COMO ZOO		162			
03194	COMO PARK ZOO & CONSERVATORY CAMPUS		60			
03104	PARKS & REC. GIS SUPPORT	11,000	11,000	11,000	11,000	
03102	PARKS BUILDING TRADES MTCE	37,000	46,162	37,000	37,000	
03105	HARRIET IS / DWNTN PK SUBSIDY TRNSF	262,362	286,930	362,374	362,374	
03106	WINTER ACTIVS-BRGHT LGHTS/CTY NGHTS	81,250	52,250			
03124	ZOO/CONSERVATORY HVAC & POOLS	72,832	72,832	72,832	72,832	
03132	PARKS GROUND MAINTENANCE	60,854	61,052	60,538	60,538	
03133	PARKS PERMITS MANAGEMENT	200,868	238,291	209,053	239,053	30,000
03135	SMALL/SPECIALIZED EQUIP MNTC/MGMT	32,906	32,149	31,863	31,863	
03171	PARKS AND RECREATION MAINT SUPPORT	17,520	17,540	17,500	17,500	
03172	RECREATION CENTERS MAINTENANCE	563	3,978			
03195	FORESTRY MANAGEMENT & SUPPORT	6,689	6,689	26,689	12,689	-14,000
03198	TREE PLANTING AND INVENTORY	34,803	34,803	34,803	34,803	
03159	COMMUNITY EDUCAT/RECREATION PTNSHP	236,667	245,554	264,844	214,655	-50,189
03161	WEST SERVICE AREA	40	9,432			
03162	CENTRAL SERVICE AREA		6,430		20,000	20,000
03163	NORTH SERVICE AREA		9,561			
03164	EAST SERVICE AREA		6,859			
03165	CITYWIDE SERVICE AREA		6,859			
03166	REC SERVICE AREA - ELIMINATED 2008	195	6,859			
03174	MUNICIPAL ATHLETICS	79,800	87,450	100,000	100,000	
03175	SKI PROGRAM				170,621	170,621
03180	SEASONAL SWIMMING	176,209	195,587	170,400	170,400	
03181	OXFORD POOL	82,493	19,417	95,305	155,305	60,000
<b>Department Total</b>		<b>1,501,112</b>	<b>1,767,921</b>	<b>1,788,433</b>	<b>1,875,734</b>	<b>87,301</b>

**Financing by Major Object**

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 001    GENERAL FUND

Fund Manager: MATTHEW G SMITH

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
08	PARKS AND RECREATION					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	442,864	517,818	465,897	445,708	-20,189
	ENTERPRISE AND UTILITY REVENUES	560,698	540,530	694,605	904,226	209,621
	MISCELLANEOUS REVENUE	82,105	109,711	99,000	10,000	-89,000
	TRANSFERS	415,445	599,862	528,931	515,800	-13,131
	FUND BALANCES					
	Total Financing by Object	1,501,112	1,767,921	1,788,433	1,875,734	87,301

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **325 P&R SPECIAL SERVICES ENTERP FUND**

Fund Manager: VINCENT P GILLESPIE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

BASED ON HISTORICAL TRENDS, THESE REVENUE PROJECTIONS WILL COVER ANTICIPATED COSTS OF THE VARIOUS ENTERPRISE ACTIVITIES. AS IN ALL OUTDOOR ACTIVITIES THAT ARE WEATHER SENSITIVE, SUCH AS GOLF AND SKIING, THE ESTIMATES ARE BASED ON AN AVERAGE TO GOOD YEAR. IF REVENUES DO NOT MEET EXPECTATIONS, THE MANAGER WILL MAKE A CORRESPONDING ADJUSTMENT IN SPENDING PATTERNS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
23141	CITYWIDE SPECIAL EVENTS	97,705	145,064	95,740	145,740	50,000
23104	FORESTRY SUPPORT	299,605	382,482	315,460	316,866	1,406
23144	SHOWMOBILE SUPPORT	13,671	17,685	45,092		-45,092
23102	S'MORE FUN PROGRAMS	322,648	1,576			
23103	RECREATION SERVICES RENTALS	156,010				
23109	HIGHLAND NATIONAL/DOME DEBT SERVICE	9,790	579,632	532,813	540,638	7,825
23111	SPECIAL SERVICES-ADMINISTRATION	369,460	369,460	386,611	218,000	-168,611
23114	SPECIAL SERVICES-SKI	142,577	134,951	176,632		-176,632
23117	COMO GOLF COURSE	891,775	847,977	1,049,050	909,279	-139,771
23118	HIGHLAND 18 GOLF COURSE	1,404,111	1,355,621	1,709,715	1,394,184	-315,531
23119	HIGHLAND 9 GOLF COURSE	435,602	424,099	548,985	448,214	-100,771
23120	PHALEN GOLF COURSE	910,380	894,505	1,046,808	925,000	-121,808
23121	GOLF ADMINISTRATION	786,816	581,666	545,591	425,908	-119,683
23122	SPECIAL SERVICES CONCESSION-O'NEIL	231,998	184,161	280,114		-280,114
23123	SPECIAL SERVICES-CONCESSION-OTHER	109,805	182,115	141,603	129,066	-12,537
23124	PARKS REFECTORIES	13,718	15,280	15,482		-15,482
23116	SPECIAL SERVICES-XCOUNTRY,ETC.	20,400				
<b>Department Total</b>		<b>6,216,071</b>	<b>6,116,274</b>	<b>6,889,696</b>	<b>5,452,895</b>	<b>-1,436,801</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES						
		318,917	382,646	388,000	388,000	
ENTERPRISE AND UTILITY REVENUES		4,623,973	3,788,014	5,318,587	3,847,040	-1,471,547
MISCELLANEOUS REVENUE		69,819	180,349	5,000	5,000	
TRANSFERS		1,203,362	1,765,265	1,583,604	1,296,000	-287,604
FUND BALANCES				-405,495	-83,145	322,350
<b>Total Financing by Object</b>		<b>6,216,071</b>	<b>6,116,274</b>	<b>6,889,696</b>	<b>5,452,895</b>	<b>-1,436,801</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **330 WATERGATE MARINA ENTERP FUND**

Fund Manager: VINCENT P GILLESPIE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

BASED ON HISTORICAL TRENDS AND PROJECTED USE OF THE FACILITY, REVENUE FOR THIS FUND COMES FROM THE MANAGEMENT AGREEMENT WITH ALLIED MANAGEMENT.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
23160	WATERGATE MARINA OPERATIONS	24,646	34,850	7,550	7,550	
	<b>Department Total</b>	<b>24,646</b>	<b>34,850</b>	<b>7,550</b>	<b>7,550</b>	<b>0</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES	24,646	34,850	36,500	36,500	
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES			-28,950	-28,950	
	<b>Total Financing by Object</b>	<b>24,646</b>	<b>34,850</b>	<b>7,550</b>	<b>7,550</b>	<b>0</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **334 MIDWAY STADIUM**

Fund Manager: VINCENT P GILLESPIE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

STADIUM REVENUE IS FROM FEES AND RENTAL ACTIVITY FROM THE EXPECTED USE OF THE FACILITY BASED ON ACTUAL REVENUE AND POTENTIAL CONTRACTS NEGOTIATED. NORMALLY, SEVENTEEN PERCENT OF THE FINANCING PLAN IS THE CITY OPERATING SUBSIDY FROM THE GENERAL FUND. A ONE-TIME ADJUSTMENT HAS BEEN MADE FOR THE 2007 BUDGET, SO THE PERCENTAGE IS ONLY 10%.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
33182	MIDWAY STADIUM	427,609	444,281	421,552	434,444	12,892
	<b>Department Total</b>	<b>427,609</b>	<b>444,281</b>	<b>421,552</b>	<b>434,444</b>	<b>12,892</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES	353,849	370,971	360,000	361,879	1,879
	MISCELLANEOUS REVENUE	499	49			
	TRANSFERS	73,261	73,261	43,261	73,261	30,000
	FUND BALANCES			18,291	-696	-18,987
	<b>Total Financing by Object</b>	<b>427,609</b>	<b>444,281</b>	<b>421,552</b>	<b>434,444</b>	<b>12,892</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 361 JAPANESE GARDEN TRUST FUND

Fund Manager: MICHAEL A HAHM

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

REVENUE IS DERIVED FROM INTEREST EARNINGS AND TEA CEREMONY FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
08	PARKS AND RECREATION					
53115	JAPANESE GARDEN	1,330	2,373	1,700	1,700	
	Department Total	1,330	2,373	1,700	1,700	0
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	1,330	2,373	1,700	1,700	
	TRANSFERS					
	FUND BALANCES					
	Total Financing by Object	1,330	2,373	1,700	1,700	0

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **365    PARKS & REC SPEC. PROJECTS FUND**

Fund Manager: JODY L MARTINEZ

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE FOR THIS INTERNAL SERVICE FUND IS DERIVED FROM PROVIDING DESIGN, ENGINEERING, AND PROJECT MANAGEMENT SERVICES FOR CAPITAL CONSTRUCTION, REPAIR AND REMODELING PROJECTS IN THE PARK SYSTEM. REVENUE IS EXPENDITURE DRIVEN BASED ON ALLOWABLE BILLINGS TO THE BENEFITING ACTIVITIES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
13100	PARKS & REC SPECIAL PROJECTS	1,166,141	1,131,309	1,551,710	1,507,680	-44,030
	<b>Department Total</b>	<b>1,166,141</b>	<b>1,131,309</b>	<b>1,551,710</b>	<b>1,507,680</b>	<b>-44,030</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	1,157,746	1,119,979	1,551,710	1,551,710	
	ENTERPRISE AND UTILITY REVENUES	8,395	11,330			
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES				-44,030	
	<b>Total Financing by Object</b>	<b>1,166,141</b>	<b>1,131,309</b>	<b>1,551,710</b>	<b>1,507,680</b>	<b>0</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **370 PARKS & REC SUPPLY & MAINTENANCE**

Fund Manager: JOHN L HALL

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE REVENUE FOR THIS INTERNAL SERVICE FUND IS DERIVED FROM ALLOWABLE BILLINGS TO THE BENEFITING ACTIVITIES. THIS FUND PROVIDES SUPPLIES AND EQUIPMENT FOR THE PARKS AND RECREATION DIVISION AND PROVIDES GROUND MAINTENANCE SERVICES FOR OTHER AGENCIES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
13105	SERVICE FACILITY:PARKS & REC	535,121	619,239	466,379	469,213	2,834
13110	PED PROPERTY MAINTENANCE	402,069	389,887	400,000	402,078	2,078
13120	SUMMARY ABATEMENT MAINTENANCE	616,723	940,784	450,000	819,672	369,672
13125	CONTRACTED SERVICES	128,672	123,833	100,000	117,538	17,538
13126	REFUSE HAULING & EQUIP REPLACEMENT	33,386	61,398	75,000	75,274	274
13127	SHOWMOBILE SUPPORT				45,092	45,092
<b>Department Total</b>		<b>1,715,971</b>	<b>2,135,141</b>	<b>1,491,379</b>	<b>1,928,867</b>	<b>437,488</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES		1,682,081	2,126,488	1,446,379	1,839,487	393,108
ENTERPRISE AND UTILITY REVENUES		25,555	75		46,500	
MISCELLANEOUS REVENUE		8,335	8,578			
TRANSFERS				45,000	45,000	
FUND BALANCES					-2,120	-2,120
<b>Total Financing by Object</b>		<b>1,715,971</b>	<b>2,135,141</b>	<b>1,491,379</b>	<b>1,928,867</b>	<b>390,988</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **375 STREET TREE MAINTENANCE**

Fund Manager: EDWARD L JR OLSEN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES ARE TRANSFERED FROM PUBLIC WORKS FUND 225. REVENUES ARE GENERATED FROM RIGHT-OF-WAY MAINTENANCE SERVICE CHARGES TO PROPERTY OWNERS IN THE CITY OF SAINT PAUL.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
33121	STREET TREE MAINTENANCE	1,998,662	2,026,685	2,241,095	2,299,231	58,136
33124	TREE TRIMMING		463,120	400,000	400,000	
	<b>Department Total</b>	<b>1,998,662</b>	<b>2,489,805</b>	<b>2,641,095</b>	<b>2,699,231</b>	<b>58,136</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE		2,090	400,000	400,000	
	TRANSFERS	1,998,662	2,487,715	2,241,095	2,286,041	44,946
	FUND BALANCES				13,190	13,190
	<b>Total Financing by Object</b>	<b>1,998,662</b>	<b>2,489,805</b>	<b>2,641,095</b>	<b>2,699,231</b>	<b>58,136</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **380**    **COMO CAMPUS**

Fund Manager: MICHAEL A HAHM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES FOR THIS FUND ARE GENERATED BY STATE GRANTS; RENTAL AND SPECIAL EVENT FEES; ANIMAL SALES; CONCESSION REVENUE; VOLUNTARY PATRON DONATIONS TO THE ZOO AND CONSERVATORY; AND CONTRIBUTIONS AND GRANTS FROM THE COMO ZOO AND CONSERVATORY SOCIETY AND OTHERS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
33135	COMO CAMPUS CONSERVATION				36,136	36,136
33136	COMO CAMPUS GUEST SERVICES	649,809	1,013,808	1,052,706	994,015	-58,691
33137	COMO CAMPUS	1,051,478	1,201,699	2,103,188	2,401,574	298,386
33138	COMO CONSERVATORY SUPPORT	263,544	312,658	364,873	538,401	173,528
33139	COMO ZOO SUPPORT	412,108	322,081	400,500	712,605	312,105
33140	ZOO ANIMAL FUND		404	30,523	30,523	
33141	ZOO/CONSERVATORY EDUCATION PRGMG	225,557	290,016	357,079	523,832	166,753
33142	COMO CAMPUS MN LOTTERY	151,500	140,234	140,000	140,000	
<b>Department Total</b>		<b>2,753,996</b>	<b>3,280,900</b>	<b>4,448,869</b>	<b>5,377,086</b>	<b>928,217</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES						
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE						
TRANSFERS						
FUND BALANCES						
<b>Total Financing by Object</b>		<b>2,753,996</b>	<b>3,280,900</b>	<b>4,448,869</b>	<b>5,377,086</b>	<b>928,217</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **391 SPECIAL RECREATION FUND**

Fund Manager: KATHRYN M KORUM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND IS SUPPORTED BY USER FEES, DONATIONS AND RENTAL REVENUES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
23178	S'MORE FUN		305,803	413,670		-413,670
23179	MULTI-SERVICE CENTERS		50			
23181	WEST SERVICE AREA- SP FUND	140,224	191,084	180,768	588,000	407,232
23182	CENTRAL SERVICE AREA - SP FUND	411,777	404,919	180,000	288,000	108,000
23183	NORTH SERVICE AREA -SP FUND	267,473	335,216	330,000	335,000	5,000
23184	EAST SERVICE AREA - SP FUND	102,324	145,765	122,000	255,000	133,000
23185	CITYWIDE SERVICE AREA - SP FUND	220,326	163,409	160,000	255,000	95,000
23186	REC SERVICE AREA 6 - ELIMINATED 2008	141,817	162,317	153,000		-153,000
23189	HARDING AREA FOOTBALL	5,973	5,535	6,500	6,500	
23190	ADAPTIVE RECREATION ACTIVITIES	29,579	32,531	53,000	53,000	
23191	SENIOR CITIZEN ACTIVITIES	17,584	18,576	33,000	33,000	
23193	CITYWIDE ACTIVITIES (DAY CAMPS ETC)	7	6,033			
<b>Department Total</b>		<b>1,337,084</b>	<b>1,771,238</b>	<b>1,631,938</b>	<b>1,813,500</b>	<b>181,562</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES						
		213,239	201,128	162,500	79,000	-83,500
ENTERPRISE AND UTILITY REVENUES		1,082,212	1,513,149	1,494,000	1,522,500	28,500
MISCELLANEOUS REVENUE		24,633	56,961	20,000	4,000	-16,000
TRANSFERS		17,000			210,000	
FUND BALANCES				-44,562	-2,000	42,562
<b>Total Financing by Object</b>		<b>1,337,084</b>	<b>1,771,238</b>	<b>1,631,938</b>	<b>1,813,500</b>	<b>-28,438</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **394 MUNICIPAL ATHLETIC ASSOCIATIONS' FD**

Fund Manager: KATHRYN M KORUM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES ARE BASED ON FEES AND EXPECTED PARTICIPATION.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
33143	MUNICIPAL ATHLETICS PROG FACILIT	51,119	166,960	164,775	157,185	-7,590
33144	BASEBALL ATHLETIC ASSOCIATION	61,292	42,557	50,000	50,000	
33145	FOOTBALL ATHLETIC ASSOCIATION	20,174	12,928	23,000	23,000	
33146	SOFTBALL ATHLETIC ASSOCIATION	261,283	255,221	260,000	260,000	
33147	BASKETBALL ATHLETIC ASSOCIATION	13,676	14,808	17,000	17,000	
33148	HOCKEY ATHLETIC ASSOCIATION	26,073	38,894	35,000	35,000	
33149	R&A BATTING CAGES	68,200	69,943	68,312	68,500	188
33150	STAR OF THE NORTH SUMMER GAMES				210,572	210,572
<b>Department Total</b>		<b>501,817</b>	<b>601,311</b>	<b>618,087</b>	<b>821,257</b>	<b>203,170</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES					38,000	38,000
ENTERPRISE AND UTILITY REVENUES		471,407	414,169	449,500	614,500	165,000
MISCELLANEOUS REVENUE		30,410	21,212	4,000	19,000	15,000
TRANSFERS			165,930	165,930	165,930	
FUND BALANCES				-1,343	-16,173	-14,830
<b>Total Financing by Object</b>		<b>501,817</b>	<b>601,311</b>	<b>618,087</b>	<b>821,257</b>	<b>203,170</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 399    YOUTH PROGRAM FUND

Fund Manager: KATHRYN M KORUM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUES ARE ESTIMATED BASED ON HISTORICAL TRENDS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
08	PARKS AND RECREATION					
33179	YOUTH PROGRAM FUND	31,704	22,267	15,000	25,000	10,000
	Department Total	31,704	22,267	15,000	25,000	10,000
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	28,811	18,650	15,000	20,000	5,000
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	2,893	3,617			
	TRANSFERS					
	FUND BALANCES				5,000	
	Total Financing by Object	31,704	22,267	15,000	25,000	5,000

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **729 PARKS' OPPORTUNITY FUND**

Fund Manager: ROBERT L BIERSCHEID

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS SPECIAL FUND IS SUPPORTED BY PRIVATE DONATIONS AND RENTAL FEES FOR LANDMARK PLAZA.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
53102	PARKS & REC PRIVATE DONATIONS	830	11,575	10,000	10,000	
53108	MAX METZGER MEMORIAL POPS FUND				25,000	25,000
53101	LANDMARK PLAZA	1,260	2,576	5,000	5,000	
53105	SCHULTZ SCULPTURE MAINT. FUND	9,076	9,203	10,000	10,000	
53106	AMENITY DONATION FUND	27,341	37,248	40,000	40,000	
<b>Department Total</b>		<b>38,507</b>	<b>60,602</b>	<b>65,000</b>	<b>90,000</b>	<b>25,000</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES		1,260	2,576	5,000	5,000	
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE		37,247	47,526	60,000	60,000	
TRANSFERS						
FUND BALANCES			10,500		25,000	25,000
<b>Total Financing by Object</b>		<b>38,507</b>	<b>60,602</b>	<b>65,000</b>	<b>90,000</b>	<b>25,000</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 742    HILLER & LOIS HOFFMAN MEMORIAL

Fund Manager: MICHAEL A HAHM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE IS DERIVED FROM INTEREST EARNINGS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
08	PARKS AND RECREATION					
53150	HILLER & LOIS HOFFMAN MEMORIAL	238	434	300	300	
	Department Total	238	434	300	300	0
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	238	434	300	300	
	TRANSFERS					
	FUND BALANCES					
	Total Financing by Object	238	434	300	300	0

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **860 PARKS & REC GRANT FUND**

Fund Manager: ROBERT L BIERSCHEID

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS SPECIAL REVENUE FUND IS FINANCED BY GRANTS FROM STATE GOVERNMENT AND OTHER GRANTORS. IF ALLOCATIONS VARY FROM OUR ESTIMATES, MANAGERS WILL ALTER SPENDING PLANS ACCORDINGLY.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>08</b>	<b>PARKS AND RECREATION</b>					
33185	YOUTH JOB CORP	400,000	400,080	400,000	1,000,000	600,000
33193	REGIONAL PARK MAINTENANCE	1,337,859	1,189,409	1,311,105	1,418,270	107,165
33190	ARTS AND GARDENING GRANTS MANAGEMNT	90,611	122,301	102,615	102,562	-53
33196	ENVIRONMENTAL STEWARDSHIP	178,803	235,889	147,656	147,656	
33197	ENVIRONMENTAL PROGRAMS	900				
33186	TWINS	80,000	60,000	80,000	80,000	
33194	NIGHT MOVES	65,000	68,250	68,000	60,000	-8,000
	<b>Department Total</b>	<b>2,153,173</b>	<b>2,075,929</b>	<b>2,109,376</b>	<b>2,808,488</b>	<b>699,112</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	1,435,341	1,292,818	1,311,105	2,068,755	757,650
	FEES, SALES AND SERVICES	19,867	35,151	16,120	16,067	-53
	ENTERPRISE AND UTILITY REVENUES	4,850	6,925	6,252	6,252	
	MISCELLANEOUS REVENUE	116,734	133,274	105,000	105,000	
	TRANSFERS	576,381	607,761	645,761	637,761	-8,000
	FUND BALANCES			25,138	-25,347	-50,485
	<b>Total Financing by Object</b>	<b>2,153,173</b>	<b>2,075,929</b>	<b>2,109,376</b>	<b>2,808,488</b>	<b>699,112</b>



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
<b>08</b>	<b>PARKS AND RECREATION</b>					
0810	PARKS AND RECREATION ADMINISTRATION					
	03100 PARKS & RECREATION ADMINISTRATION	10.8	10.8	10.8	11.8	1.0
	03126 FREE CONCERTS IN CITY PARKS	0.1	0.1	0.1		-0.1
	03131 PARK SECURITY	3.6	3.0	3.0	4.4	1.4
	<b>Division Total</b>	<b>14.5</b>	<b>13.9</b>	<b>13.9</b>	<b>16.2</b>	<b>2.3</b>
0820	COMO CAMPUS					
	03120 MARJORIE MCNEELY CONSERVATORY-COMO	7.0	7.0	6.7	6.7	0.0
	03122 COMO ZOO	14.0	14.0	14.0	14.0	0.0
	03194 COMO PARK ZOO & CONSERVATORY CAMPUS	5.4	5.2	4.7	4.7	0.0
	<b>Division Total</b>	<b>26.4</b>	<b>26.2</b>	<b>25.4</b>	<b>25.4</b>	<b>0.0</b>
0830	DESIGN					
	03104 PARKS & REC. GIS SUPPORT	2.0	1.9	1.9	1.9	0.0
	03134 DESIGN CENTER		0.1	0.1	0.1	0.0
	<b>Division Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
0840	OPERATIONS					
	03102 PARKS BUILDING TRADES MTCE	12.3	12.3	15.1	16.1	1.0
	03105 HARRIET IS / DWNTN PK SUBSIDY TRNSF	8.1	8.1	3.4	4.4	1.0
	03106 WINTER ACTIVS-BRGHT LGHTS/CTY NGHTS	0.6				0.0
	03124 ZOO/CONSERVATORY HVAC & POOLS	6.6	6.7	5.6	3.5	-2.1
	03132 PARKS GROUND MAINTENANCE	28.8	29.7	30.4	29.9	-0.5
	03133 PARKS PERMITS MANAGEMENT	5.3	4.3	5.7	4.8	-0.9
	03135 SMALL/SPECIALIZED EQUIP MNTC/MGMT	9.3	9.3	9.2	9.2	0.0
	03171 PARKS AND RECREATION MAINT SUPPORT	7.1	7.1	7.1	7.1	0.0
	03172 RECREATION CENTERS MAINTENANCE	34.7	34.1	33.7	32.5	-1.2
	03190 ARTS AND GARDENING GF SUPPORT			1.9	1.4	-0.5
	03195 FORESTRY MANAGEMENT & SUPPORT	0.9	0.9	1.4	1.4	0.0
	03196 CITY PARKS TREE MAINTENANCE	3.0	3.0	3.0	3.0	0.0
	03198 TREE PLANTING AND INVENTORY	0.5	1.7	1.2	1.2	0.0
	<b>Division Total</b>	<b>117.2</b>	<b>117.2</b>	<b>117.7</b>	<b>114.5</b>	<b>-3.2</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
<b>08</b>	<b>PARKS AND RECREATION</b>					
0850	RECREATION SERVICES					
	03159 COMMUNITY EDUCAT/RECREATION PTNSHP	6.0	6.0	6.0	5.0	-1.0
	03160 RECREATION SERVICES ADMINISTRATION	5.2	2.9	3.7	6.0	2.3
	03161 WEST SERVICE AREA	17.1	17.3	16.3	18.5	2.2
	03162 CENTRAL SERVICE AREA	15.6	14.7	15.7	22.0	6.3
	03163 NORTH SERVICE AREA	17.1	21.1	18.7	18.1	-0.6
	03164 EAST SERVICE AREA	13.1	12.4	16.0	20.1	4.1
	03165 CITYWIDE SERVICE AREA	14.1	14.7	13.9	10.9	-3.0
	03166 REC SERVICE AREA - ELIMINATED 2008	14.1	16.2	9.9		-9.9
	03168 SENIOR CITIZEN PROGRAMS	2.4	2.4	2.4	2.4	0.0
	03169 ADAPTIVE RECREATION PROGRAMS	3.9	3.6	3.6	3.6	0.0
	03174 MUNICIPAL ATHLETICS	1.6	1.6	1.6	2.9	1.3
	03176 REC CHECK PROGRAM	6.4	6.4	6.4	6.4	0.0
	<b>Division Total</b>	<b>116.6</b>	<b>119.3</b>	<b>114.2</b>	<b>115.9</b>	<b>1.7</b>
0860	SPECIAL SERVICES					
	03130 PARKS SAFETY	1.8	1.8	1.8	1.8	0.0
	03175 SKI PROGRAM				2.9	2.9
	03180 SEASONAL SWIMMING	12.6	12.6	12.5	12.5	0.0
	03181 OXFORD POOL	6.0	5.7	5.7	13.6	7.9
	<b>Division Total</b>	<b>20.4</b>	<b>20.1</b>	<b>20.0</b>	<b>30.8</b>	<b>10.8</b>
	<b>Department Total</b>	<b>297.1</b>	<b>298.7</b>	<b>293.2</b>	<b>304.8</b>	<b>11.6</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
<b>08</b>	<b>PARKS AND RECREATION</b>					
0810	PARKS AND RECREATION ADMINISTRATION					
	33185 YOUTH JOB CORP	27.0	25.9	25.9	56.2	30.3
	33193 REGIONAL PARK MAINTENANCE	7.5	7.5	8.5	10.5	2.0
	53108 MAX METZGER MEMORIAL POPS FUND				0.1	0.1
	<b>Division Total</b>	<b>34.5</b>	<b>33.4</b>	<b>34.4</b>	<b>66.8</b>	<b>32.4</b>
0820	COMO CAMPUS					
	33135 COMO CAMPUS CONSERVATION				1.0	1.0
	33136 COMO CAMPUS GUEST SERVICES	15.2	17.8	20.7	25.1	4.4
	33137 COMO CAMPUS	17.7	17.7	18.0	5.3	-12.7
	33138 COMO CONSERVATORY SUPPORT	4.2	5.6	5.9	8.7	2.8
	33139 COMO ZOO SUPPORT	3.0	4.0	4.0	8.5	4.5
	33141 ZOO/CONSERVATORY EDUCATION PRGMG	4.3	8.1	8.5	10.7	2.2
	33142 COMO CAMPUS MN LOTTERY	1.0	1.0	1.0	1.0	0.0
	<b>Division Total</b>	<b>45.4</b>	<b>54.2</b>	<b>58.1</b>	<b>60.3</b>	<b>2.2</b>
0830	DESIGN					
	13100 PARKS & REC SPECIAL PROJECTS	15.5	15.5	15.5	13.5	-2.0
	<b>Division Total</b>	<b>15.5</b>	<b>15.5</b>	<b>15.5</b>	<b>13.5</b>	<b>-2.0</b>
0840	OPERATIONS					
	13105 SERVICE FACILITY:PARKS & REC	3.0	3.0	3.0	3.0	0.0
	13110 PED PROPERTY MAINTENANCE	5.0	5.0	5.3	5.3	0.0
	13120 SUMMARY ABATEMENT MAINTENANCE	4.1	4.1	4.5	8.9	4.4
	13125 CONTRACTED SERVICES	1.0	1.0	1.4	1.8	0.4
	13126 REFUSE HAULING & EQUIP REPLACEMENT	0.1	0.1	0.6	0.7	0.1
	13127 SHOWMOBILE SUPPORT				0.1	0.1
	23104 FORESTRY SUPPORT	5.5	5.3	4.3	4.3	0.0
	23144 SHOWMOBILE SUPPORT	0.1	0.1	0.1		-0.1
	33121 STREET TREE MAINTENANCE	22.1	23.9	23.9	23.9	0.0
	33190 ARTS AND GARDENING GRANTS MANAGEMNT	0.8	0.8	0.8	0.8	0.0
	33196 ENVIRONMENTAL STEWARDSHIP	2.0	1.8	0.8	0.8	0.0

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
Division						
08	PARKS AND RECREATION					
0840	OPERATIONS					
	53101 LANDMARK PLAZA	0.2	0.2	0.2	0.2	0.0
	<b>Division Total</b>	<b>43.9</b>	<b>45.3</b>	<b>44.9</b>	<b>49.8</b>	<b>4.9</b>
0850	RECREATION SERVICES					
	23102 S'MORE FUN PROGRAMS	8.8				0.0
	23103 RECREATION SERVICES RENTALS	4.5				0.0
	23178 S'MORE FUN		5.8	5.9		-5.9
	23179 MULTI-SERVICE CENTERS		3.0			0.0
	23181 WEST SERVICE AREA- SP FUND	1.5	1.5	1.6	6.1	4.5
	23182 CENTRAL SERVICE AREA - SP FUND	1.5	1.5	1.6	2.1	0.5
	23183 NORTH SERVICE AREA -SP FUND	3.0	3.0	4.6	5.5	0.9
	23184 EAST SERVICE AREA - SP FUND	0.9	0.9	1.0	2.1	1.1
	23185 CITYWIDE SERVICE AREA - SP FUND	1.5	1.5	1.6	2.6	1.0
	23186 REC SERVICE AREA 6 - ELIMINATED 2008	1.5	1.5	1.6		-1.6
	23190 ADAPTIVE RECREATION ACTIVITIES		0.3	0.3	0.3	0.0
	23191 SENIOR CITIZEN ACTIVITIES	0.2	0.2	0.2	0.2	0.0
	33143 MUNICIPAL ATHLETICS PROG FACILIT	2.3	2.3	2.3	2.3	0.0
	33149 R&A BATTING CAGES	0.8	0.8	0.8	0.8	0.0
	33150 STAR OF THE NORTH SUMMER GAMES	0.0	0.0	0.0	0.5	0.5
	33186 TWINS	0.2	0.2	0.2	0.2	0.0
	<b>Division Total</b>	<b>26.7</b>	<b>22.5</b>	<b>21.7</b>	<b>22.7</b>	<b>1.0</b>
0860	SPECIAL SERVICES					
	23111 SPECIAL SERVICES-ADMINISTRATION	3.5	3.5	3.5	1.7	-1.8
	23114 SPECIAL SERVICES-SKI	2.9	2.9	2.9		-2.9
	23117 COMO GOLF COURSE	13.9	13.9	13.9	10.8	-3.1
	23118 HIGHLAND 18 GOLF COURSE	19.0	19.0	19.0	14.3	-4.7
	23119 HIGHLAND 9 GOLF COURSE	8.1	8.1	8.1	6.4	-1.7
	23120 PHALEN GOLF COURSE	13.7	13.7	13.3	10.7	-2.6
	23121 GOLF ADMINISTRATION	1.5	1.5	1.5	1.5	0.0

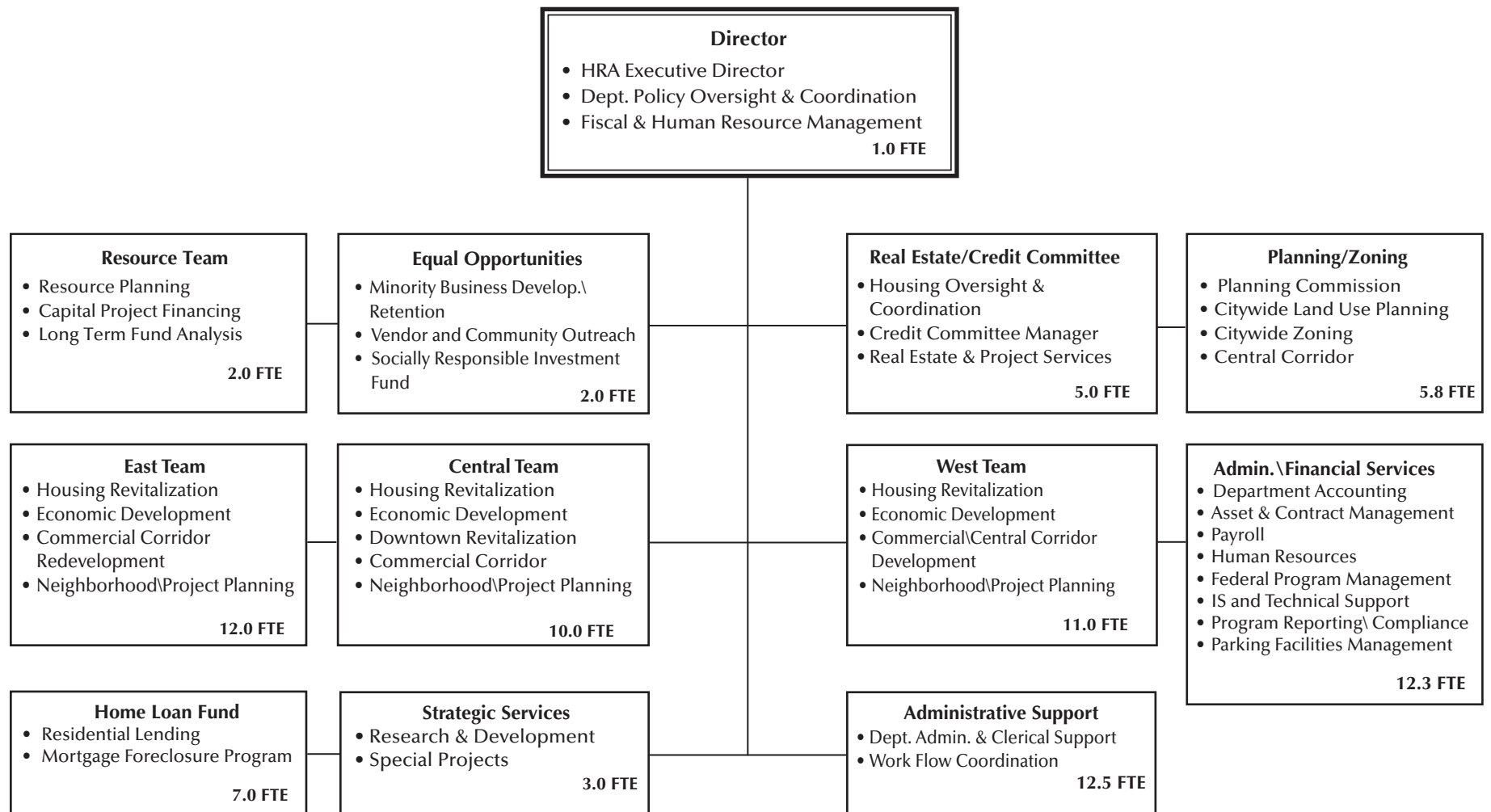
**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
08	PARKS AND RECREATION					
0860	SPECIAL SERVICES					
	23122 SPECIAL SERVICES CONCESSION-O'NEIL	0.4	0.4	0.4		-0.4
	23123 SPECIAL SERVICES-CONCESSION-OTHER	1.5	1.8	1.8	1.8	0.0
	23124 PARKS REFECTORIES	0.1	0.1	0.1		-0.1
	33182 MIDWAY STADIUM	4.4	4.4	4.4	4.7	0.3
	<b>Division Total</b>	<b>69.0</b>	<b>69.3</b>	<b>68.9</b>	<b>51.9</b>	<b>-17.0</b>
	<b>Department Total</b>	<b>235.0</b>	<b>240.2</b>	<b>243.5</b>	<b>265.0</b>	<b>21.5</b>

# 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 83.6 FTEs)**

# About the Department of Planning and Economic Development

## What We Do (Description of Services)

- PED's mission is "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." We accomplish this by assisting in the production of new housing, the rehabilitation and preservation of existing housing, and strategic commercial and economic development investment. These actions are guided by careful planning, community collaboration, and inclusiveness. PED continues to build upon its past accomplishments, while looking forward to help establish Saint Paul, Minnesota as the Most Livable City in America.
- Provides sound administration, oversight, coordination, and fiscal management in excess of \$160 million dollars, including an annual \$85 million budget.
- Administers a combined City/HRA loan portfolio in excess of 1,300 loans, with a value of \$125 million dollars.
- PED's annual operations budget is financed solely with non-general funds, and PED receives no general fund tax levy support.
- Staff manage more than 200 agreements with community organizations that provide neighborhood input and involvement, housing revitalization, economic development, and crime prevention initiatives.
- The Minority Business Expansion and Retention Program and Vendor Outreach Program provide opportunities for both new start-up businesses and under-represented businesses to become active and successful in participating in City contracting opportunities.

## Statistical Profile

- Administers in excess of \$80 million annually in Federal, State, and local resources.
- 2008 operations budget is \$8.9 million, supporting 83.6 FTE. The department receives no general fund tax levy support.
- Provides overall coordination, management, contracting and oversight for more than 200 neighborhood, community, business and economic development activities.
- PED is a public lending institution, with a 1,300+ portfolio valued at \$122+ million.

## 2006-2007 Accomplishments

- The end of FY2006 and early 2007 was a transition period for PED, completing the last of the Housing 5000 Initiative activities, and moving into a more strategic community revitalization focus.
- FY2007 has seen the emergence of the Invest Saint Paul Initiative. PED has been at the forefront of the city's efforts to date. By gathering and analyzing neighborhood statistical data, leading neighborhood focus groups, and compiling funding projections, PED has been a leader in the development of ISP.
- The hard work continues on the Central Corridor initiative as neighborhoods, businesses, the City, and all stakeholders work to move this major undertaking forward. The Central Corridor will continue to require significant PED human and fiscal resources. PED staff continues to provide the lead in coordinating the community long-range visioning process, assessing development potential and options, and structuring the multi-year development framework.
- The decision by the Ford Motor Company to close its Saint Paul manufacturing plant has required PED to lead all discussions on the future use of this site. As is the case with Central Corridor, PED staff is leading the effort to bring neighborhood residents, businesses, and all sectors of the community into a meaningful dialogue on the future of the site. We completed Phase I of the planning process, and have begun Phase II.
- The Minority Business Development and Retention Initiative successfully continued, including the Socially Responsible Investment Program. A network of community partnerships has been established to increase technical and financial resources for women, minorities, and small businesses. During 2007, the program increased the level of partnerships.
- Provided strategic investment in public infrastructure and amenities, which in turn assisted private development in commercial corridors, including Mainstreet partnerships on Payne Avenue, Selby Avenue, and District Del Sol.

## Key Performance Measures

<b>Performance Objective:</b> Implement PED portions of Invest Saint Paul Initiative				
<b>Performance Indicator:</b> Department provides administration & oversight of ISP housing & economic development initiatives				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Contract with CDC's for neighborhood engagement/technical assistance			6	6
Assist in Mortgage Foreclosure Prevention in ISP areas			50	100
Removal of blighting structures			18	14
Provision of rehabilitation assistance			123	129

<b>Performance Objective:</b> Implement as appropriate recommendations from the comprehensive assessment of PED operations, to ensure staffing level, staff capacity, organizational structure and allocation of resources are optimized to achieve the mission and goals of PED, and to increase PED effectiveness within the city and with other community partners.				
<b>Performance Indicator:</b> Implement appropriate recommendations by 12/31/07				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Complete Department analysis			09/01/07	
Analyze recommendations w/staff			12/31/07	
Implement recommendations				12/31/08

<b>Performance Objective:</b> Complete 15 significant planning projects in 2008				
<b>Performance Indicator:</b> Plans/projects will be completed by staff, forwarded to the Planning Commission, and the Mayor and City Council for review & approval.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Adoption of 10 Year Citywide Comprehensive Plan				12/31/08
Completion of significant planning documents	21	21	15	15

<b>Performance Objective:</b> Produce or preserve 1,000 units of housing through new construction and rehabilitation, including supportive housing to end long-term homelessness with 30% of the units affordable at 50% of the area median income.				
<b>Performance Indicator:</b> Verification of creation of housing units.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
New and substantially rehabilitated housing units	1,596	875	700	1,200

<b>Performance Objective:</b> Award at least 15% of the total development costs of department projects to MBE, WBE, and SBE companies.				
<b>Performance Indicator:</b> Department contract awards represent at least 15% of the total costs to MBE, WBE, and SBE companies.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Awards 15% of TDC to MBE, WBE & SBE companies	15%	15%	15%	15%
Assistance to Start Up Businesses	100	120	100	144
Provision of technical services to minority, women and small businesses	150	200	200	240
Financial Assistance to MBE, WBE, SBE	10	20	20	10

## 2008 Budget Plan

### 2008 Priorities

- Administer the Invest Saint Paul program activities assigned to PED. Focus public, private and neighborhood resources on comprehensive neighborhood revitalization issues, including mortgage foreclosure prevention, removal of blight, single and multi-family rehabilitation, and economic development opportunities on key commercial corridors.
- Continue the development of the Central Corridor Initiative.
- Complete Phase II of Ford Site Redevelopment plan.
- Focus economic development activities on increasing investment, promoting partnerships, creating jobs, and sustaining the tax base.
- Integrate city planning efforts with emerging development priorities.
- Ensure that scarce financial resources are utilized on activities which best support the goals of the Mayor's Strategic Plan.
- Produce and preserve 1,200 units of housing through new construction and rehabilitation including supportive housing to end long term homelessness with 30% of the units affordable @ 50% of the area median income (AMI).
- Expand the efforts of the Minority Business Development and Retention Program and Small Business Expansion Programs, and continue participation in departmental vendor awards of at least 15% of total development costs.
- Complete professional planning work on the city's 10 Year Comprehensive Plan, and 15 significant planning documents.
- Pursue federal, state and local funding opportunities, create new intergovernmental partnerships.
- Engage community and business groups, to encourage involvement of all sectors of our community to promote responsible decision making.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The proposed budget for Planning and Economic Development for 2008 is \$19,314,585, compared to \$18,901,013 in 2007. This is an increase of \$413,572. The department budget is entirely in special funds, PED receives no direct general fund resources. The department budget is split between the Operations Fund (\$8,966,585) and the Community Development Block Grant (\$10,348,000). The Operations Fund budget for 2008 is \$413,572 more than the 2007 adopted budget. The proposed 2008 PED staff complement is 83.6 FTEs, or 0.3 FTEs more than 2007. This change in staffing includes work by other city staff as it relates to the Central Corridor, and whose costs are being covered by a portion of the Central Corridor grant. The 2008 budget for the Community Development Block Grant is proposed at the same 2007 level.

The proposed budget for Planning and Economic Development reflects the department\office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights for Fund 164.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

- The City Council adopted the Planning and Economic Development budget and recommendations as proposed by the Mayor.

The 2008 adopted budget is \$19,314,585 which is all special funds. This includes 83.6 FTEs all within the special funds as well.



# **Spending Reports**

# Planning & Economic Development

Department/Office Director: **CECILE M BEDOR**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	86,073						
100 COMMUNITY DEVELOPMENT BLOCK GRANT	8,038,361	7,039,879	10,348,000	10,348,000	10,348,000		
101 NEIGHBORHOOD REVITALIZATION PROG	1,686,606	2,593,269					
126 PED OPERATIONS FUND	7,950,040	8,078,139	8,553,013	8,966,585	8,966,585		413,572
149 CITY DWTN CAPT'L PROJS NOTE REPAY F	2,168,453	910,191					
925 CAPITAL IMPROVEMENT BOND FUND	8,585						
Total Spending by Unit	<b>19,938,119</b>	<b>18,621,477</b>	<b>18,901,013</b>	<b>19,314,585</b>	<b>19,314,585</b>	<b>0</b>	<b>413,572</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	4,933,168	4,927,878	5,348,711	5,567,845	5,567,845		219,134
SERVICES	5,268,085	4,046,673	1,163,430	1,238,021	1,238,021		74,591
MATERIALS AND SUPPLIES	60,235	54,281	74,600	104,400	104,400		29,800
EMPLOYER FRINGE BENEFITS	1,565,574	1,553,301	1,674,332	1,770,408	1,770,408		96,076
MISC TRANSFER CONTINGENCY ETC	7,661,057	8,039,344	10,624,940	10,618,911	10,618,911		-6,029
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS	450,000		15,000	15,000	15,000		
Total Spending by Object	<b>19,938,119</b>	<b>18,621,477</b>	<b>18,901,013</b>	<b>19,314,585</b>	<b>19,314,585</b>	<b>0</b>	<b>413,572</b>
Percent Change from Previous Year		<b>-6.6%</b>	<b>1.5%</b>	<b>2.2%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>2.2%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	86,073						
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	7,481,464	7,215,662	8,348,000	8,348,000	8,348,000		
FEES, SALES AND SERVICES	8,461,749	8,021,318	8,317,212	8,804,432	8,804,432		487,220
ENTERPRISE AND UTILITY REVENUES	26,561	26,145	2,000,000	2,000,000	2,000,000		
MISCELLANEOUS REVENUE	569,170	2,227,149		194,304	194,304		194,304
TRANSFERS	1,997,464	1,537,270					
FUND BALANCES			235,801	-32,151	-32,151		-267,952
Total Financing by Object	<b>18,622,481</b>	<b>19,027,544</b>	<b>18,901,013</b>	<b>19,314,585</b>	<b>19,314,585</b>	<b>0</b>	<b>413,572</b>
Percent Change from Previous Year		<b>2.2%</b>	<b>-0.7%</b>	<b>2.2%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>2.2%</b>

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **100 COMMUNITY DEVELOPMENT BLOCK GRANT**Department: **13 PLANNING & ECONOMIC DEVELOPMENT**

Fund Manager: ROBERT J HAMMER

Department Director: CECILE M BEDOR

Fund Purpose:

TO ACCOUNT FOR MONIES RECEIVED FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT UNDER THEIR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, ALSO OTHER MISCELLANEOUS REVENUES DERIVED FROM PROJECTS OPERATED UNDER THIS PROGRAM, THESE MONIES ALL TO BE EXPENDED FOR THE DEVELOPMENT OF A VIABLE URBAN COMMUNITY, BY PROVIDING DECENT HOUSING AND A SUITABLE LIVING ENVIRONMENT AND EXPANDED ECONOMIC OPPORTUNITIES, PRINCIPALLY FOR PERSONS OF LOW AND MODERATE INCOME.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES	1,879,085	1,808,670								
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC	6,159,276	5,231,208	10,348,000	10,348,000						
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>8,038,361</b>	<b>7,039,879</b>	<b>10,348,000</b>	<b>10,348,000</b>	<b>0 0.0%</b>					
<b>by Activity</b>										
37803 CD YEAR 18 PUBLIC IMPROVEMENTS			10,000,000	10,000,000						
39290 HUD EMERGENCY SHELTER PROGRAM	333,541	470,619	348,000	348,000						
39294 FED GRANT-ROSE HILL PROJECT	434,394									
94002 CONVERTED CDBG PROJ.	4,688,001	4,778,538								
96004 RENTAL REHABILITATION	987,047	280,953								
96007 COMMERCIAL REHABILITATION	806,000	349,000								
96011 WEST SIDE NHS RLF	99,804	753,348								
96027 HOMEOWNER REHAB MATCHING GRANT	178,881	47,541								
96028 PAYNE-ARCADE COMM. IMP.	135,114	103,359								
96029 ECON. DEV. LOAN LEVERAGE FUND	191,460	256,520								
96040 NEIGHBORHOOD HEALTH CLINICS	94,119									
97001 BLOCK NURSE PROGRAM	90,000									
Fund Total	<b>8,038,361</b>	<b>7,039,879</b>	<b>10,348,000</b>	<b>10,348,000</b>	<b>0 0.0%</b>				<b>0.0</b>	<b>0</b>
Percent Change from Previous Year		<b>-12.4%</b>	<b>47.0%</b>							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **126 PED OPERATIONS FUND**Department: **13 PLANNING & ECONOMIC DEVELOPMENT**

Fund Manager: CECILE M BEDOR

Department Director: CECILE M BEDOR

Fund Purpose:

TO ACCOUNT FOR THE OPERATIONAL EXPENDITURES WITHIN THE DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT WHICH ARE FINANCED BY A VARIETY OF FUNDING SOURCES. TO MAINTAIN THE CURRENT AND REFINE FOR THE FUTURE A CITYWIDE PROGRAM FOR PLANNING AND ECONOMIC DEVELOPMENT WHICH WILL CONTINUE THE FAVORABLE CLIMATE FOR DEVELOPMENT IN THE CITY AND PROVIDE AN ORDERLY FRAMEWORK FOR PLANNED DEVELOPMENT IN THE YEARS TO COME.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted			Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	
<b>by Type of Expenditure</b>				Amount	Change/Percent							
SALARIES	4,933,168	4,927,878	5,348,711	5,567,845	219,134	4.1%						
SERVICES	1,363,223	1,264,783	1,163,430	1,238,021	74,591	6.4%						
MATERIALS AND SUPPLIES	60,235	54,281	74,600	104,400	29,800	39.9%						
EMPLOYER FRINGE BENEFITS	1,565,574	1,553,301	1,674,332	1,770,408	96,076	5.7%						
MISC TRANSFER CONTINGENCY ETC	27,840	277,895	276,940	270,911	-6,029	-2.2%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS			15,000	15,000								
Spending Total	<b>7,950,040</b>	<b>8,078,139</b>	<b>8,553,013</b>	<b>8,966,585</b>	<b>413,572</b>	<b>4.8%</b>						
<b>by Activity</b>												
36010 DIRECTORS OFFICE - ADMINISTRATION	29,383	8,658	8,948	8,948								
36012 CENTRAL CORRIDOR GRANT		250,000		194,304	194,304					0.8	52,562	0.8 52,562
36075 DEPT.WIDE PED	7,920,657	7,819,481	8,544,065	8,763,333	219,268	2.6%	92.2	86.1	83.3	5,348,711	82.8	5,515,283 -0.5 166,572
Fund Total	<b>7,950,040</b>	<b>8,078,139</b>	<b>8,553,013</b>	<b>8,966,585</b>	<b>413,572</b>	<b>4.8%</b>	<b>92.2</b>	<b>86.1</b>	<b>83.3</b>	<b>5,348,711</b>	<b>83.6</b>	<b>5,567,845 0.3 219,134</b>
Percent Change from Previous Year		<b>1.6%</b>	<b>5.9%</b>					<b>-6.6%</b>	<b>-3.3%</b>		<b>0.4%</b>	<b>4.1%</b>

# **Financing Reports**

## Financing by Major Object Code

Department: **13 PLANNING & ECONOMIC DEVELOPMENT**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6602 INTEREST ON INVESTMENTS			97,219		-97,219
6928 RECOVERABLE ADVANCE FR GENERAL FUND					
<b>MISCELLANEOUS REVENUE</b>	0	0	97,219	0	-97,219
7302 TRANSFER FROM ENTERPRISE FUND	360,000	360,000			
7303 TRANSFER FROM INTERNAL SERVICE FUND		25,000			
7306 TRANSFER FROM CAP PROJ FUND-OTHER	100,000				
<b>TRANSFERS</b>	460,000	385,000	0	0	0
Fund Total	460,000	385,000	97,219	0	-97,219

## Financing by Major Object Code

Department: **13 PLANNING & ECONOMIC DEVELOPMENT**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3099	OTHER FED DIRECT GRANTS-IN-AID	434,394				
3399	COMMUNITY DEV. BLOCK GRANT	5,599,950	4,628,707	8,348,000	8,348,000	
3490	OTHER STATE AIDS	349,761	1,092,661			
3500	COUNTY DIRECT GRANTS-IN-AID		22,360			
3802	METROPOLITAN COUNCIL	1,097,359	1,471,934			
<b>INTERGOVERNMENTAL REVENUE</b>		7,481,464	7,215,662	8,348,000	8,348,000	0
4034	COLLECTION - FEES	301	74			
4076	SUBPOENA	67	146			
4080	ZONING APPEALS - REZONING PETITION	96,166	76,069	90,000	70,000	-20,000
4090	HOUSING FEES	26,987	9,610	28,800	16,675	-12,125
4095	ADMINISTRATION	7,915,898	7,664,215	7,852,912	8,456,657	603,745
4096	LOAN ORIGATION FEE	222,452	203,953	205,000	188,500	-16,500
4097	REAL ESTATE CLOSING FEE	1,875	135	3,000	3,000	
4098	APPLICATION FEE	73,717	51,550	136,500	68,900	-67,600
4099	FEES - N.O.C.	24,297	14,850			
4204	MAPS, PUBLICATIONS & REPORTS	3,631	715	1,000	700	-300
4208	SALES OF LAND FOR RESALE - PED	96,358	1			
4399	SERVICES N.O.C.					
<b>FEES, SALES AND SERVICES</b>		8,461,749	8,021,318	8,317,212	8,804,432	487,220
5399	OTHER REVENUE N.O.C.	26,561	26,145	2,000,000	2,000,000	
<b>ENTERPRISE AND UTILITY REVENUES</b>		26,561	26,145	2,000,000	2,000,000	0
6602	INTEREST ON INVESTMENTS	30,487	33,635			
6604	INTEREST ON ADVANCE OR LOAN	50,716	109,948			
6606	INTEREST ON NOTES & LOANS RECEIVBLE	33,605	19,362			
6611	INC(DEC) FMV OF INVESTMENT	-10,635	211			
6801	RENTS	100	160			
6914	REFUNDS - JURY DUTY PAY	60	244			
6920	REFUNDS - UNUSED LOANS	704,978	480,753			
6922	REPAYMENT OF ADVANCE OR LOAN	281,650	2,224,503			

## Financing by Major Object Code

Department: **13 PLANNING & ECONOMIC DEVELOPMENT**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6930	REHAB LOANS PRINCIPAL PAYMENT	424,582	152,936			
6966		-946,879	-1,045,155			
6970	PRIVATE GRANTS		250,000		194,304	194,304
6999	OTHER MISCELLANEOUS REVENUE N.O.C.	506	552			
<b>MISCELLANEOUS REVENUE</b>		569,170	2,227,149	0	194,304	194,304
7304	TRANSFER FROM DEBT SERVICE FUND	1,929,149	1,417,285			
7306	TRANSFER FROM CAP PROJ FUND-OTHER	68,315	119,985			
<b>TRANSFERS</b>		1,997,464	1,537,270	0	0	0
9830	USE OF FUND BALANCE			235,801		-235,801
9831	CONTRIBUTION TO FUND BALANCE				-32,151	-32,151
<b>FUND BALANCES</b>		0	0	235,801	-32,151	-267,952
Fund Total		18,536,408	19,027,544	18,901,013	19,314,585	413,572

<b><u>Department Total</u></b>	<b><u>18,996,408</u></b>	<b><u>19,412,544</u></b>	<b><u>18,998,232</u></b>	<b><u>19,314,585</u></b>	<b><u>316,353</u></b>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>13</b>	<b>PLANNING &amp; ECONOMIC DEVELOPMENT</b>					
06000	PLANNING & ECON DEV CONTRIBUTION	460,000	385,000	97,219		-97,219
	<b>Department Total</b>	<b>460,000</b>	<b>385,000</b>	<b>97,219</b>	<b>0</b>	<b>-97,219</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE			97,219		-97,219
	TRANSFERS	460,000	385,000			
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>460,000</b>	<b>385,000</b>	<b>97,219</b>	<b>0</b>	<b>-97,219</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **100 COMMUNITY DEVELOPMENT BLOCK GRANT**

Fund Manager: ROBERT J HAMMER

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

CDBG GRANT YEAR IS DIFFERENT THAN THE CITY'S FISCAL YEAR. IT STARTS JUNE 1 AND ENDS MAY 31 OF THE FOLLOWING YEAR. ALSO THE CDBG FUND IS A MULTI-YEAR FUND. FINANCING AND SPENDING PLANS ARE THE BEST ESTIMATES AVAILABLE AT THE TIME OF COMPLETING BUDGET DOCUMENTS. HOWEVER, ACTUAL NUMBERS WILL BE AVAILABLE WHEN THE CITY'S PROPOSAL IS APPROVED BY HUD ON JUNE 1. AT THAT TIME THE CDBG BUDGET WILL BE AMENDED TO INCORPORATE HUD-APPROVED BUDGET.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>13</b>	<b>PLANNING &amp; ECONOMIC DEVELOPMENT</b>					
39294	FED GRANT-ROSE HILL PROJECT	434,394				
39000	CDBG I RECEIPTS AND DEPOSITS	-1,026,711	574,730	10,000,000	10,000,000	
39290	HUD EMERGENCY SHELTER PROGRAM	333,541	470,619	348,000	348,000	
94002	CONVERTED CDBG PROJ.	4,913,906	4,239,117			
96004	RENTAL REHABILITATION	983,067	284,932			
96007	COMMERCIAL REHABILITATION	796,000	359,001			
96011	WEST SIDE NHS RLF	42,362	810,790			
96027	HOMEOWNER REHAB MATCHING GRANT	187,826	28,077			
96028	PAYNE-ARCADE COMM. IMP.	131,598	104,185			
96029	ECON. DEV. LOAN LEVERAGE FUND	191,460	256,520			
96040	NEIGHBORHOOD HEALTH CLINICS	94,119				
97001	BLOCK NURSE PROGRAM	90,000				
<b>Department Total</b>		<b>7,171,562</b>	<b>7,127,971</b>	<b>10,348,000</b>	<b>10,348,000</b>	<b>0</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
		6,034,344	4,628,707	8,348,000	8,348,000	
FEES, SALES AND SERVICES						
		96,659	75			
ENTERPRISE AND UTILITY REVENUES						
		26,561	26,145	2,000,000	2,000,000	
MISCELLANEOUS REVENUE						
		535,683	1,943,059			
TRANSFERS						
		478,315	529,985			
FUND BALANCES						
<b>Total Financing by Object</b>		<b>7,171,562</b>	<b>7,127,971</b>	<b>10,348,000</b>	<b>10,348,000</b>	<b>0</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **126 PED OPERATIONS FUND**

Fund Manager: CECILE M BEDOR

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

MAJOR REVENUE SOURCES ARE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), SERVICE REVENUE FROM SEVERAL HRA FUNDS - HRA GENERAL FUND (145), HRA LOAN ENTERPRISE FUND (117), HRA PARKING FUND (119), HRA TAX INCREMENT CAPITAL PROJECTS FUND (148), HRA FEDERAL & STATE PROGRAMS FUND (103), AND VARIOUS GRANTS AND SERVICE FEES. 20% OF TOTAL CDBG FUNDS IS AVAILABLE FOR GENERAL ADMINISTRATION. REVENUE FROM THE HRA IS BASED ON SERVICES PROVIDED TO HRA FUNDS. SERVICE FEE REVENUE HAS INCREASED OVER THE PAST SEVERAL YEARS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>13</b>	<b>PLANNING &amp; ECONOMIC DEVELOPMENT</b>					
36000	PED ADM - RECEIPTS AND MISC	8,365,150	8,021,243	8,553,013	8,772,281	219,268
36012	CENTRAL CORRIDOR GRANT		250,000		194,304	194,304
36075	DEPT.WIDE PED		244			
	<b>Department Total</b>	<b>8,365,150</b>	<b>8,271,487</b>	<b>8,553,013</b>	<b>8,966,585</b>	<b>413,572</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	8,365,090	8,021,243	8,317,212	8,804,432	487,220
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	60	250,244		194,304	
	TRANSFERS					
	FUND BALANCES			235,801	-32,151	-267,952
	<b>Total Financing by Object</b>	<b>8,365,150</b>	<b>8,271,487</b>	<b>8,553,013</b>	<b>8,966,585</b>	<b>219,268</b>



# **Personnel Reports**

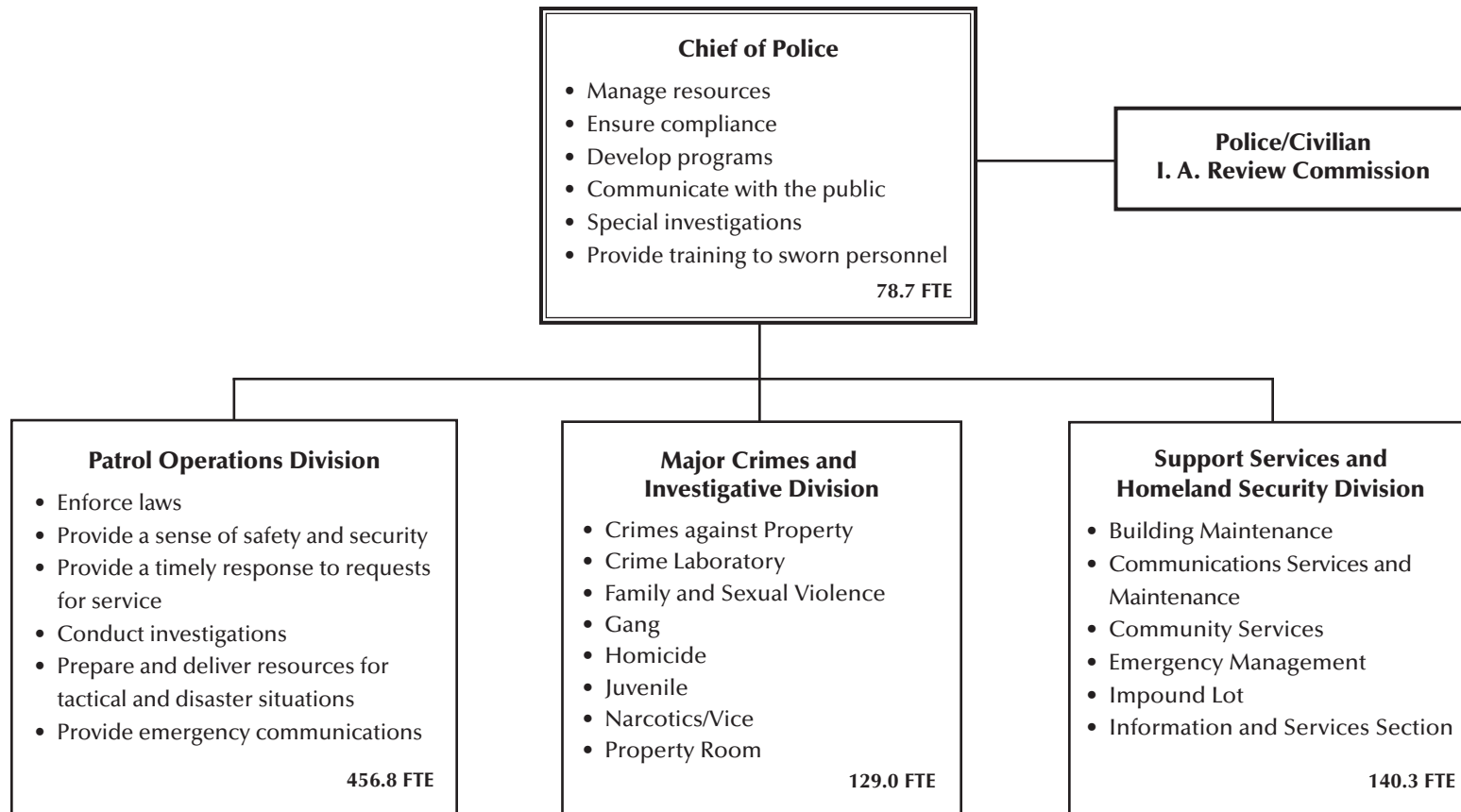
**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department		2005	2006	2007	2008	Change from
Division	Activity	Adopted FTE	Adopted FTE	Adopted FTE	Council Adopted FTE	2007 Adopted
13	PLANNING & ECONOMIC DEVELOPMENT					
1305	P.E.D. ADMINISTRATION					
	36012 CENTRAL CORRIDOR GRANT				0.8	0.8
	36075 DEPT.WIDE PED	92.2	86.1	83.3	82.8	-0.5
	<b>Division Total</b>	<b>92.2</b>	<b>86.1</b>	<b>83.3</b>	<b>83.6</b>	<b>0.3</b>
	<b>Department Total</b>	<b>92.2</b>	<b>86.1</b>	<b>83.3</b>	<b>83.6</b>	<b>0.3</b>

# Saint Paul Police

*The Saint Paul Police Department's mission is to maintain a climate of safety and security throughout the city. The Police Department will effectively manage its resources to deliver quality services within an atmosphere of individual integrity and mutual respect. Emphasis will be placed on: strong community relations, active assessment of citizen needs for police service, and modifying services, as feasible, to meet the needs of each neighborhood.*



(Total 804.8 FTEs)

8/03/07

# About the Police Department

## What We Do (Description of Services)

- Provide initial response to all citizen calls for service, conduct investigations, enforce laws, and instill a sense of safety and security in the city.
- Insure the delivery of effective and efficient police patrol and investigative services.
- Provide and manage 911 services for the city.
- Insure the preparation and delivery of appropriate police special resources to tactical and disaster situations beyond the scope of normal police response.
- Coordinate communication and information sharing with all appropriate law enforcement personnel, including outside agencies, to address crime.
- Maintain and strengthen lines of communication with District Councils, civic and business groups, and other public bodies.
- Assist our diverse community in addressing quality of life concerns and preventing crime.
- Manage and supervise traffic and crowd control at special events.
- Provide crime prevention education.
- Promote positive community interaction with the department.
- Secure and store evidence until returned or disposed.
- Secure and store vehicles which have been removed from city streets and property to preserve public safety and welfare and for purposes of investigation until released or disposed.
- Monitor pawn shops and second hand dealers for compliance to laws.
- Oversees false alarm issues to reduce the number of false alarms.
- Provide communication services, records management system (RMS) services, professional training, bomb response, and crime analysis to other city, county, and suburban agencies.
- Actively pursue grant opportunities and administer grants related to law enforcement.

### Statistical Profile

- Population served - 287,000
- Number of full-time sworn employees per 1,000 inhabitants based on 617 authorized sworn full-time positions - 2.2 (2007).
- Ratio of sworn managers to sergeants and officers - 1:22

## 2006-2007 Accomplishments

- Twenty-two grants and grant-related contracts were awarded in 2006. These grants, including grant matching funds, totaled \$2,846,721.64.
- Established a gang unit to prevent, intervene, and investigate criminal gang activity.
- Successfully implemented Community Crime Prevention Grant Program.
- Implemented PAL Program.
- Mobile Tactical Enforcement (MET), a comprehensive strategy, was implemented in selected areas of the Eastern District. There was a substantial drop in crime and residents felt safe in their neighborhoods again.
- Worked with neighborhood district councils and local colleges on the ZAP (Zero Adult Providers) program to reduce underage drinking.
- First five months of 2007 there has been a 16.8% reduction in crime.
- Successfully completed acquisition of a new Western District building.
- Held a Hmong citizen police academy.
- A Hispanic citizen police academy is planned.
- Held two clergy academies.
- The operations division focused heavily on neighborhood and violent crime problem solving initiatives including an enhanced reliance on crime mapping and resource sharing among units within the division designed to leverage a more effective use of the personnel resources. The division also placed an emphasis on interaction with the community designed to improve the police department's level of service and accountability to the community.
- Reorganization of department and establishment of the Support Services and Homeland Security Division.
- Successfully began the consolidation of the Emergency Communications Center with Ramsey County.
- Implemented the Gang Resistance Education and Training (GREAT) Program.

## Key Performance Measures

**Performance Objective:** Provide initial response to all citizen calls for service, conduct investigations, enforce laws, and instill a sense of safety and security in the city.

**Performance Indicator:** Police incidents, arrests, calls for service, and tags.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Total Police Incidents	257,657	247,137	250,000	260,000
Total Arrests (Excludes Juveniles 2005, 2006)	11,044	11,151	12,000	12,500
911 Calls	57,304	52,921	53,000	53,000
Tags	186,699	178,110	180,000	180,000

**Performance Objective:** Work with the community to address crime and quality of life issues and to maintain and promote positive interaction with the community

**Performance Indicator:** Meetings and neighborhood patrols.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Neighborhood patrols	3,500	3,000	3,000	3,000
Police Civilian Internal Review Commission meetings	8	9	10	10
School Resource Officer meetings	56	56	56	58

**Performance Objective:** Actively pursue grant opportunities and administer grants related to law enforcement.

**Performance Indicator:** Number and value of grants awarded.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of grants awarded	31	22	28	28
Value of grants awarded	3,885,355	2,430,029	2,800,000	2,800,000

**Performance Objective:** Reduce Part I and Quality of Life Crimes through community policing.

**Performance Indicator:** Part I arrests, Part I actual offenses, quality of life calls for service.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Part I Adult Arrests	1,690	1,757	1,800	1,800
Part I Actual Offenses	16,268	14,751	14,000	14,000
Quality of Life Calls for Service	n/a	49,349	50,000	50,000

**Performance Objective:** Through the use of intelligence and investigations, improve cases investigated and cleared.

**Performance Indicator:** Cases assigned and cases cleared by arrest.

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Cases Assigned	32,850	31,982	32,000	32,000
Cases Cleared by Arrest	15,231	14,696	15,000	150,000

# 2008 Budget Plan

## 2008 Priorities

- The department continues to maintain the climate of safety and security in the city. Department priorities are in line with the Mayor's as well as meeting the primary goal of public safety.
- Continue to work and build partnerships with leaders in the faith community, neighborhoods, citizens, and district council to reduce crime and improve community quality of life.
- Continue targeting high-level narcotic traffickers who act as the feeder system to street-level dealers.
- Reduce prostitution-related crimes and continue partnerships with organizations to reduce chronic prostitution offenders.
- Target gang violence and build a strong law enforcement team that will prevent and intervene with young gang members and will target violent gang offenders and gang leadership for incarceration.
- Continue to enforce traffic and parking throughout the city and respond to citizen/neighborhood traffic complaints.
- Coordinate resources to increase domestic violence enforcement activities and initiatives.
- Develop strategies to combat increasing gun violence.
- Continue preparation for large incidents related to terrorism.
- Address the needs of and outreach the immigrant population.
- Implement the 800 megahertz communication system.
- Training of technical staff on new technology with migration to 800 MHz system.
- Participate and lead in the efforts in the state to reduce human trafficking.
- Enhance intelligence function: evaluation, analysis, storage and dissemination.
- Increase outreach into East African Communities.
- To continue to implement the FLARE Grant which was awarded to our department by the department of Justice.
- To participate in a community based domestic abuse service center.
- Provide and coordinate law enforcement services to the Republican National Convention to be held in August 2008.

## 2008 Budget Explanation

### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

### Mayor's Recommendation

The Proposed budget for Police is \$71,620,110 in the general fund and \$17,560,325 in special funds. The general fund budget is \$3,600,732 higher than the 2007 adopted budget, while special fund budgets increased by \$4,666,751 from 2007. Included in the special fund increase is \$5,367,900 to reflect the consolidation of the emergency communications center with Ramsey County. This amounts to a net decrease of funding in other special fund areas.

The number of Sworn positions are budgeted at 617.0, up from 603.0 FTEs in 2007 and 576.0 in 2006. There was also a general fund impact to maintain a commander position which could no longer be funded through special funds.

The department has an increase of \$100,000 for vehicle fuel and an additional \$676,244 for worker's compensation (\$510,870 in general fund and \$165,374 special funds). Expenses associated with maintenance of the Computer-Aided Dispatch (CAD) system are budgeted at \$494,400, of which \$350,400 is general fund and \$144,000 special funds.

The department has not leased additional squad cars since 2005. In 2008, 100 squad car leases will be funded with STAR financing through the STAR City Capital project equipment program. An appropriate amount of savings reflecting turnover or vacancies from senior-to entry-level officers due to normal retirement patterns will be recognized. Total general fund and special fund FTEs for 2008 are at 804.8, up from 788.8 in 2007.

The Proposed budget for Police reflects the department's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the General (or Special) Fund Highlights.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Police Department budget and recommendation as proposed by the Mayor, and approved the following changes:

- added \$110,000 for vehicle fuel beyond the \$100,000 proposed by the Mayor to meet anticipated costs for 2008
- reduced reserves for negotiated personnel increases by a net of \$305,000 due to later implementation dates agreed to during labor negotiations
- added \$5.9 million in grants in special funds; of this total, \$3 million is for a Port Security grant and \$1.5 million for Central Corridor security

The 2008 Adopted budget is \$71,425,110 in the general fund and \$23,556,515 in special funds, which includes 804.8 FTEs, with 662.8 in the general fund and 142.0 in special funds.



# **Spending Reports**

# Police Department

Department/Office Director: **JOHN M HARRINGTON**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	61,931,291	64,721,868	68,019,378	71,620,110	71,425,110	-195,000	3,405,732
400 POLICE SERVICES (PENSION ASSETS)	220,712	368,686	151,302	110,276	110,276		-41,026
405 CRIME LABORATORY SPECIAL REV FUND	91,863	106,428	63,522	69,370	69,370		5,848
411 EMERGENCY COMMUNICATION CENTER				5,367,900	5,367,900		5,367,900
420 PARKING ENFORCEMENT	1,271,363	1,377,933	1,461,368	1,512,901	1,512,901		51,533
435 VEHICLE IMPOUNDING: POLICE LOT	2,565,512	2,798,321	2,999,905	3,080,773	3,080,773		80,868
436 POLICE-SPECIAL PROJECTS	6,204,087	6,297,556	7,632,260	6,830,988	12,827,178	5,996,190	5,194,918
733 POLICE OFFICERS CLOTHING TRUST FUND	532,781	562,216	585,217	588,117	588,117		2,900
Total Spending by Unit	<b>72,817,610</b>	<b>76,233,009</b>	<b>80,912,952</b>	<b>89,180,435</b>	<b>94,981,625</b>	<b>5,801,190</b>	<b>14,068,673</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	45,058,337	48,142,919	47,952,404	54,481,130	54,695,019	213,889	6,742,615
SERVICES	5,851,817	4,966,847	8,008,393	8,855,137	9,649,663	794,526	1,641,270
MATERIALS AND SUPPLIES	3,102,836	3,358,997	3,551,696	3,721,270	3,972,064	250,794	420,368
EMPLOYER FRINGE BENEFITS	14,439,184	15,622,696	17,006,267	18,822,332	18,889,506	67,174	1,883,239
MISC TRANSFER CONTINGENCY ETC	1,701,870	2,772,542	2,181,039	2,018,477	2,256,534	238,057	75,495
DEBT	1,100,243	1,128,141	1,108,684	1,108,684	1,108,684		
STREET SEWER BRIDGE ETC IMPROVEMENT	35,526	33,206	33,453	33,453	33,453		
EQUIPMENT LAND AND BUILDINGS	1,525,097	206,262	1,071,016	139,952	4,376,702	4,236,750	3,305,686
Total Spending by Object	<b>72,814,910</b>	<b>76,231,609</b>	<b>80,912,952</b>	<b>89,180,435</b>	<b>94,981,625</b>	<b>5,801,190</b>	<b>14,068,673</b>
Percent Change from Previous Year		<b>4.7%</b>	<b>6.1%</b>	<b>10.2%</b>	<b>6.5%</b>	<b>6.5%</b>	<b>17.4%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	61,931,291	64,721,868	68,019,378	71,620,110	71,425,110	-195,000	3,405,732
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS	201,529	198,434	284,545	284,545	284,545		
INTERGOVERNMENTAL REVENUE	3,559,784	2,643,394	3,758,849	2,833,167	7,691,307		3,932,458
FEES, SALES AND SERVICES	4,834,915	5,041,515	5,294,069	10,703,404	10,726,904		5,432,835
ENTERPRISE AND UTILITY REVENUES	50,641	51,905	49,689	52,369	52,369		2,680
MISCELLANEOUS REVENUE	563,919	712,172	430,406	320,808	1,135,358		704,952
TRANSFERS	2,058,194	2,205,840	2,310,520	2,364,953	2,364,953		54,433
FUND BALANCES			765,496	1,001,079	1,301,079		535,583
Total Financing by Object	<b>73,200,273</b>	<b>75,575,128</b>	<b>80,912,952</b>	<b>89,180,435</b>	<b>94,981,625</b>	<b>5,801,190</b>	<b>14,068,673</b>
Percent Change from Previous Year		<b>3.2%</b>	<b>7.1%</b>	<b>10.2%</b>	<b>6.5%</b>	<b>6.5%</b>	<b>17.4%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **09 POLICE DEPARTMENT**  
 Division: **0901 OFFICE OF THE CHIEF**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: JOHN M HARRINGTON

THE CHIEF OF POLICE IS RESPONSIBLE FOR SETTING DIRECTION FOR THE DEPARTMENT, ESTABLISHING PRIORITIES, & ENSURING COMPLIANCE WITH DEPARTMENT VALUES. HE SHALL COMMUNICATE THE DEPARTMENT'S DIRECTION, VALUES, AND PRIORITIES, AND ENSURE THAT THE DEPARTMENT REMAINS ACCESSIBLE TO THE PUBLIC, ELECTED OFFICIALS, NEIGHBORHOODS, BUSINESSES, AND CIVIC GROUPS. THE CHIEF SHALL MANAGE THE AFFAIRS AND RESOURCES OF THE DEPARTMENT TO PROVIDE UNITY OF ACTION IN PURSUIT OF A COMMON PURPOSE & TO DEVELOP PROGRAMS THAT EFFICIENTLY PROVIDE MORE RESPONSIVE SERVICES TO SAINT PAUL CITIZENS. THE MISSION OF THE OFFICE OF THE CHIEF WILL BE TO EFFECTIVELY ASSIST THE CHIEF OF POLICE IN ACCOMPLISHING THE DIVISION'S MISSION AND THE MISSION OF THE DEPARTMENT.

Spending Amount							Personnel FTE/Amount (salary+Allowance+Negotiated Increase)								
							2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted		2005 Authorized FTE	2006 FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount
<b>by Type of Expenditure</b>															
SALARIES		4,006,658	4,061,857	3,965,573	4,911,932	946,359	23.9%								
SERVICES		894,137	816,613	875,695	275,478	-600,217	-68.5%								
MATERIALS AND SUPPLIES		1,075,886	1,405,245	1,425,559	309,075	-1,116,484	-78.3%								
EMPLOYER FRINGE BENEFITS		1,151,635	1,393,499	1,246,400	1,539,217	292,817	23.5%								
MISC TRANSFER CONTINGENCY ETC		756,838	930,173	280,294	290,590	10,296	3.7%								
DEBT															
STREET SEWER BRIDGE ETC IMPROVEMENT															
EQUIPMENT LAND AND BUILDINGS		1,002,909	9,301	524,241	0	-524,241	-100.0%								
Division Total		8,888,062	8,616,688	8,317,762	7,326,292	-991,470	-11.9%								
<b>by Activity</b>															
04000 OFFICE OF THE CHIEF		5,559,656	5,986,400	5,821,970	7,137,310	1,315,340	22.6%	59.0	53.5	55.5	3,965,573	68.5	4,911,932	13.0	946,359
04001 TRANSPORTATION - POLICE		3,139,424	2,440,848	2,306,810	0	-2,306,810	-100.0%								
04010 PUBLIC SAFETY SUPPORT (SPEC FUNDS)		188,982	188,982	188,982	188,982										
04303 TRAINING - POLICE			458												
Division Total		8,888,062	8,616,688	8,317,762	7,326,292	-991,470	-11.9%	59.0	53.5	55.5	3,965,573	68.5	4,911,932	13.0	946,359
Percent Change from Previous Year			-3.1%	-3.5%				-9.3%	3.7%				23.4%	23.9%	

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **09 POLICE DEPARTMENT**  
 Division: **0905 PATROL OPERATIONS**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: THOMAS E SMITH

TO PROVIDE THE INITIAL RESPONSE TO ALL CITIZEN CALLS FOR SERVICE, CONDUCT PRELIMINARY INVESTIGATIONS, ENFORCE THE LAWS, MAINTAIN ORDER, AND TO INSTILL A SENSE OF SAFETY AND SECURITY IN THE CITY THROUGH OUR PRESENCE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	29,849,883	31,131,794	31,489,447	29,571,291	-1,918,156	-6.1%								
SERVICES	278,172	240,546	2,090,193	88,412	-2,001,781	-95.8%								
MATERIALS AND SUPPLIES	144,661	195,943	232,893	242,498	9,605	4.1%								
EMPLOYER FRINGE BENEFITS	10,008,546	10,456,703	11,939,424	11,115,479	-823,945	-6.9%								
MISC TRANSFER CONTINGENCY ETC	482,566	526,123	537,124	493,156	-43,968	-8.2%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS		28,128	5,000	5,000										
Division Total	40,763,828	42,579,237	46,294,081	41,515,836	-4,778,245	-10.3%								
<u>by Activity</u>														
04100 PATROL OPERATIONS	35,212,170	37,105,962	42,576,655	41,515,836	-1,060,819	-2.5%	428.0	448.6	465.2	30,744,295	429.8	29,571,291	-35.4	-1,173,004
04101 EMERGENCY COMMUNICATIONS CENTER	5,105,737	5,097,616	3,321,725	0	-3,321,725	-100.0%	74.0	73.0	73.0	491,871			-73.0	-491,871
04109 VOLUNTEER SERVICES	445,921	375,659	395,701	0	-395,701	-100.0%	5.0	4.0	4.0	253,281			-4.0	-253,281
Division Total	40,763,828	42,579,237	46,294,081	41,515,836	-4,778,245	-10.3%	507.0	525.6	542.2	31,489,447	429.8	29,571,291	*****	-1,918,156
Percent Change from Previous Year		4.5%	8.7%					3.7%	3.2%				-20.7%	-6.1%

Fund Manager: MATTHEW G SMITH

Division Manager: NANCY E DIPERNA

		Spending Amount			Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted		2005 Authorized	2006 Adopted	2007 Adopted	2008 Council Adopted	Change from 2007
					Amount	Change/Percent	FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount
<b>by Type of Expenditure</b>											
SALARIES					7,932,333	7,932,333					
SERVICES					85,114	85,114					
MATERIALS AND SUPPLIES					136,367	136,367					
EMPLOYER FRINGE BENEFITS					2,522,370	2,522,370					
MISC TRANSFER CONTINGENCY ETC					92,664	92,664					
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMENT											
EQUIPMENT LAND AND BUILDINGS											
Division Total		0	0	0	10,768,848	10,768,848	0.0%				
<b>by Activity</b>											
04200	MAJOR CRIMES INVESTIGATIONS				10,062,244	10,062,244				103.0	7,518,116 103.0 7,518,116
04205	PROPERTY ROOM				218,153	218,153				3.0	97,169 3.0 97,169
04206	CRIME LAB				488,451	488,451				5.0	317,048 5.0 317,048
Division Total		0	0	0	10,768,848	10,768,848	0.0%			111.0	7,932,333 111.0 7,932,333
Percent Change from Previous Year			0.0%	0.0%							

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

Department: **09 POLICE DEPARTMENT**

Division Manager: MATTHEW D BOSTROM

Division: **0915 SUPPORT SERVICES & HOMELAND SECURITY**

Division Mission:

THE MISSION OF THE SUPPORT SERVICES AND HOMELAND SECURITY DIVISION IS TO DELIVER QUALITY TECHNICAL SUPPORT TO OPERATIONS AND ADMINISTRATIVE FUNCTIONS AND PROTECT OUR COMMUNITY FROM ACTS OF TERRORISM.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted			Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount		2007 FTE/Amount		
<b>by Type of Expenditure</b>				Amount	Change/Percent									
SALARIES	6,843,055	7,917,729	7,403,712	2,760,766	-4,642,946	-62.7%								
SERVICES	1,379,262	1,330,238	1,593,623	4,900,851	3,307,228	207.5%								
MATERIALS AND SUPPLIES	764,269	740,964	844,282	2,191,129	1,346,847	159.5%								
EMPLOYER FRINGE BENEFITS	2,063,415	2,386,150	2,353,804	865,743	-1,488,061	-63.2%								
MISC TRANSFER CONTINGENCY ETC	86,827	89,635	100,867	40,027	-60,840	-60.3%								
DEBT	1,020,645	1,048,543	1,055,618	1,055,618										
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	119,228	11,284	55,629	0	-55,629	-100.0%								
Division Total	<b>12,276,701</b>	<b>13,524,543</b>	<b>13,407,535</b>	<b>11,814,134</b>	<b>-1,593,401</b>	<b>-11.9%</b>								
<b>by Activity</b>														
04300 SUPPORT SERVICES & HOMELAND SECURITY	6,182,173	7,625,101	6,916,328	630,305	-6,286,023	-90.9%	56.0	59.0	71.0	5,061,900	6.0	417,848	-65.0	-4,644,052
04301 INFORMATION & SERVICES SECTION	1,222,684	1,386,889	1,398,867	1,446,769	47,902	3.4%	25.1	23.1	22.1	945,710	22.1	976,468		30,758
04302 EMERGENCY COMMUNICATIONS - POLICE				2,835,218	2,835,218									
04305 PROPERTY ROOM - POLICE	219,966	198,966	222,814	0	-222,814	-100.0%	3.0	3.0	3.0	103,087			-3.0	-103,087
04306 CRIME LABORATORY - POLICE	556,069	409,117	418,030	0	-418,030	-100.0%	4.0	5.0	4.0	264,263			-4.0	-264,263
04307 FLEET- POLICE				1,942,642	1,942,642									
04308 COMMUNICATION SERV & MTC - POLICE	708,650	667,599	954,116	940,263	-13,853	-1.5%	10.5	10.5	10.2	537,408	10.2	551,459		14,051
04309 COMMUNITY SERVICES				471,707	471,707						5.0	309,642	5.0	309,642
04310 SYSTEMS PROGRAMMING - POLICE	515,300	424,845	525,407	538,772	13,365	2.5%								
04313 PRINT SHOP - POLICE	45,152	1,060	0	0										
04340 BUILDINGS MAINTENANCE - POLICE	1,136,075	1,112,537	1,261,000	1,281,092	20,092	1.6%	10.2	10.2	10.2	491,344	10.2	505,349		14,005
04342 COMMUNICATION SERVICES MAINTENANCE	469,988	447,037	455,355	466,748	11,393	2.5%								
04345 GRIFFIN BUILDING LEASE	1,220,645	1,251,394	1,255,618	1,260,618	5,000	0.4%								
Division Total	<b>12,276,701</b>	<b>13,524,543</b>	<b>13,407,535</b>	<b>11,814,134</b>	<b>-1,593,401</b>	<b>-11.9%</b>	<b>108.8</b>	<b>110.8</b>	<b>120.5</b>	<b>7,403,712</b>	<b>53.5</b>	<b>2,760,766</b>	<b>-67.0</b>	<b>-4,642,946</b>
Percent Change from Previous Year		<b>10.2%</b>	<b>-0.9%</b>					<b>1.8%</b>	<b>8.8%</b>				<b>-55.6%</b>	<b>-62.7%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **400 POLICE SERVICES (PENSION ASSETS)**Department: **09 POLICE DEPARTMENT**

Fund Manager: JOHN M HARRINGTON

Department Director: JOHN M HARRINGTON

Fund Purpose:

STATE LEGISLATION COMBINED THE CITY'S POLICE PENSION FUNDS. 1999 LAWS RETURNED THE OVERFUNDED PORTION OF THE CITY'S PENSION ASSETS TO THE CITY. THIS FUND EXISTS TO COMPLY WITH THE LAW BY ISOLATING THE ACCOUNTING FOR THE SPENDING OF THOSE ASSETS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		Change from 2007	2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007		
				Council Adopted						Council Adopted				
				Amount	Change/Percent					FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	162,759	300,199	107,634	77,244	-30,390	-28.2%								
SERVICES			0	155	155									
MATERIALS AND SUPPLIES														
EMPLOYER FRINGE BENEFITS	54,583	66,241	41,983	31,754	-10,229	-24.4%								
MISC TRANSFER CONTINGENCY ETC	3,370	2,246	1,685	1,123	-562	-33.4%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS			0	0										
Spending Total	220,712	368,686	151,302	110,276	-41,026	-27.1%								
<b>by Activity</b>														
34080 COMMUNITY POLICING OFFICERS (2000)	220,712	184,089	151,302	110,276	-41,026	-27.1%	3.0	2.4	1.8	107,634	1.2	77,244	-0.6	-30,390
34085 POLICE OPERATIONS (ONE TIME)		184,597	0	0					0.0	0	0.0	0		
Fund Total	220,712	368,686	151,302	110,276	-41,026	-27.1%	3.0	2.4	1.8	107,634	1.2	77,244	-0.6	-30,390
Percent Change from Previous Year		67.0%	-59.0%				-20.0%	-25.0%				-33.3%	-28.2%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **405 CRIME LABORATORY SPECIAL REV FUND**Department: **09 POLICE DEPARTMENT**

Fund Purpose:

Fund Manager: MATTHEW D BOSTROM

Department Director: JOHN M HARRINGTON

THE FUNDS ARE DERIVED FROM THE GENERAL FUND AND OUTSIDE AGENCIES BILLED FOR SERVICES PROVIDED AND ARE USED TO SUPPORT THE POLICE CRIME LABORATORY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008			2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007 FTE/Amount		
				Council Adopted						Council Adopted				
				Amount	Change/Percent					FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	72,566	42,099	43,508	47,080	3,572	8.2%								
SERVICES	4,386	7,924	6,431	7,294	863	13.4%								
MATERIALS AND SUPPLIES		9,965												
EMPLOYER FRINGE BENEFITS	14,911	13,120	13,583	14,996	1,413	10.4%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS		33,321												
Spending Total	91,863	106,428	63,522	69,370	5,848	9.2%								
<b>by Activity</b>														
34055 CRIME LABORATORY	91,863	106,428	63,522	69,370	5,848	9.2%	1.0	1.0	1.0	43,508	1.0	47,080	3,572	
Fund Total	91,863	106,428	63,522	69,370	5,848	9.2%	1.0	1.0	1.0	43,508	1.0	47,080	0.0	3,572
Percent Change from Previous Year		15.9%	-40.3%					0.0%	0.0%				0.0%	8.2%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **411 EMERGENCY COMMUNICATION CENTER**  
 Department: **09 POLICE DEPARTMENT**

Fund Manager: AMELIA M JENSEN  
 Department Director: JOHN M HARRINGTON

Fund Purpose:

TO RECEIVE AND DISTRIBUTE PERSONNEL EXPENSES FOR COMM CENTER

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES				4,029,518	4,029,518					
SERVICES				7,575	7,575					
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS				1,311,007	1,311,007					
MISC TRANSFER CONTINGENCY ETC				19,800	19,800					
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	0	0	0	5,367,900	5,367,900	0.0%				
<b><u>by Activity</u></b>										
34011 EMERGENCY COMMUNICATIONS CENTER				5,367,900	5,367,900				72.0 4,029,518	72.0 4,029,518
Fund Total	0	0	0	5,367,900	5,367,900	0.0%			72.0 4,029,518	72.0 4,029,518
Percent Change from Previous Year		0.0%	0.0%							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **420 PARKING ENFORCEMENT**Department: **09 POLICE DEPARTMENT**

Fund Purpose:

Fund Manager: MATTHEW D BOSTROM

Department Director: JOHN M HARRINGTON

EFFECTIVELY UTILIZE THE PARKING ENFORCEMENT OFFICERS TO RESPOND TO CITIZEN COMPLAINTS FOR PARKING VIOLATIONS AND TO ISSUE PARKING CITATIONS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	728,143	760,065	830,819	855,332	24,513	3.0%								
SERVICES	188,584	221,802	247,169	263,320	16,151	6.5%								
MATERIALS AND SUPPLIES	28,691	56,442	38,513	40,088	1,575	4.1%								
EMPLOYER FRINGE BENEFITS	241,667	255,346	287,121	296,415	9,294	3.2%								
MISC TRANSFER CONTINGENCY ETC	4,680	4,680	4,680	4,680										
DEBT	79,598	79,598	53,066	53,066										
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS			0	0										
Spending Total	1,271,363	1,377,933	1,461,368	1,512,901	51,533	3.5%								
<b>by Activity</b>														
34013 PARKING ENFORCEMENT	1,271,363	1,377,933	1,461,368	1,512,901	51,533	3.5%	20.0	20.0	20.0	830,819	20.0	855,332		24,513
Fund Total	1,271,363	1,377,933	1,461,368	1,512,901	51,533	3.5%	20.0	20.0	20.0	830,819	20.0	855,332	0.0	24,513
Percent Change from Previous Year		8.4%	6.1%				0.0%	0.0%					0.0%	3.0%

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **435 VEHICLE IMPOUNDING: POLICE LOT**Department: **09 POLICE DEPARTMENT**

Fund Manager: NANCY E DIPERNA

Department Director: JOHN M HARRINGTON

Fund Purpose:

THIS IS AN ENTERPRISE FUND WHICH HANDLES THE REVENUES AND EXPENSES OF OUR POLICE IMPOUNDING LOT. THE LOT IS INTENDED FOR THE STORAGE OF VEHICLES WHICH HAVE BEEN REMOVED FROM THE CITY OF SAINT PAUL STREETS IN ORDER TO PRESERVE THE PUBLIC'S SAFETY OR FOR PURPOSES OF INVESTIGATIONS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008			
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	Change from 2007	FTE/Amount	
<b>by Type of Expenditure</b>													
SALARIES	892,295	927,245	867,063	881,604	14,541	1.7%							
SERVICES	1,234,749	1,145,272	1,324,214	1,383,390	59,176	4.5%							
MATERIALS AND SUPPLIES	86,770	56,213	98,714	98,714									
EMPLOYER FRINGE BENEFITS	254,067	268,651	271,183	278,334	7,151	2.6%							
MISC TRANSFER CONTINGENCY ETC	97,632	400,940	399,431	399,431									
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS			39,300	39,300									
Spending Total	<b>2,565,512</b>	<b>2,798,321</b>	<b>2,999,905</b>	<b>3,080,773</b>	<b>80,868</b>	<b>2.7%</b>							
<b>by Activity</b>													
24050 VEHICLE IMPOUNDING: POLICE LOT	1,953,319	2,345,525	2,513,859	2,589,195	75,336	3.0%	13.5	13.5	14.5	729,985	14.5	742,427	12,442
24051 SNOW LOT	612,193	452,796	486,046	491,578	5,532	1.1%	3.6	3.6	3.6	137,078	3.6	139,177	2,099
Fund Total	<b>2,565,512</b>	<b>2,798,321</b>	<b>2,999,905</b>	<b>3,080,773</b>	<b>80,868</b>	<b>2.7%</b>	<b>17.1</b>	<b>17.1</b>	<b>18.1</b>	<b>867,063</b>	<b>18.1</b>	<b>881,604</b>	<b>0.0</b>
Percent Change from Previous Year		<b>9.1%</b>	<b>7.2%</b>					<b>0.0%</b>	<b>5.8%</b>			<b>0.0%</b>	<b>1.7%</b>

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **436 POLICE-SPECIAL PROJECTS**  
 Department: **09 POLICE DEPARTMENT**  
 Fund Purpose:

Fund Manager: AMELIA M JENSEN  
 Department Director: JOHN M HARRINGTON

A VARIETY OF PROJECTS WILL BE HANDLED THROUGH SEPARATE ACTIVITIES WHICH WILL BE FINANCED FROM GRANTS, SALES OF ASSETS, AND CHARGES FOR SERVICES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council	Adopted		Authorized	Adopted	Council Adopted	Change from 2007			
				Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount		
<b>by Type of Expenditure</b>													
SALARIES	2,502,979	3,001,930	3,244,648	3,627,919	383,271	11.8%							
SERVICES	1,872,347	1,204,452	1,871,068	2,638,074	767,006	41.0%							
MATERIALS AND SUPPLIES	469,959	332,008	326,518	366,076	39,558	12.1%							
EMPLOYER FRINGE BENEFITS	650,359	782,986	852,769	914,191	61,422	7.2%							
MISC TRANSFER CONTINGENCY ETC	269,957	818,745	856,958	915,063	58,105	6.8%							
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT	35,526	33,206	33,453	33,453									
EQUIPMENT LAND AND BUILDINGS	402,960	124,228	446,846	4,332,402	3,885,556	869.6%							
Spending Total	6,204,087	6,297,556	7,632,260	12,827,178	5,194,918	68.1%							
<b>by Activity</b>													
34056 INTERNET CRIMES AGAINST CHILDREN	256,656	277,627	397,889	435,856	37,967	9.5%	2.0	2.0	2.0	160,098	2.0	164,661	4,563
34057 VALUE-BASED INITIATIVE GRANT	57,631												
34060 COPS TECHNOLOGY 2002			100,000	0	-100,000	-100.0%							
34062 NIBRS PROJECT	94,050												
34063 COPS MORE 2002	89,930	75,147	22,000	0	-22,000	-100.0%							
34065 INTERGOVERNMENTAL MOBILITY TRANSFER	123,600	129,947	133,112	141,708	8,596	6.5%	1.0	1.0	1.0	100,593	1.0	104,347	3,754
34067 JUVENILE ACCOUNTABILITY	108,791	81,029	34,528	34,528			1.7		0.0	30,750	0.0	30,371	-379
34070 THOMAS DALE WEED & SEED	22,258												
34073 FALSE ALARMS	102,778	121,067	284,545	284,545				1.0	1.0	39,110	1.0	42,755	3,645
34076 RECRUIT COMMUNITY POLICE OFFICERS	99,040	35,344	0	0					0.0	0	0.0	0	
34077 VALUE BASED INITIATIVE GRANTS	126,773	27,512					0.3						
34078 AUTO THEFT/RECOVERY GRANT - SIU	31,679												
34086 HOMELAND SECURITY EQUIPMENT	324,644												
34087 2003 HOMELAND SECURITY EQUIPMENT GRANT	52,784	35,020											
34088 DISPROPORTIONATE MINORITY GRANT	253,877												
34089 RAMSEY COUNTY INTERGOVERNMENT MOBILITY	84,327	41,063					1.0	1.0					
34090 2004 URBAN AREA INITIATIVE GRANT	51,356	98,644											
34094 COLD CASE UNIT	56,701	100,655	104,922		-104,922	-100.0%			1.0	79,290		-1.0	-79,290
34096 2005 1 LAW ENFORCEMENT TERRORISM PREVENTION GRANT	12,878	56,277	9,000	0	-9,000	-100.0%							
34097 2005 2 LAW ENFORCEMENT TERRORISM PREVENTION GRANT	11,337	72,652	46,358	0	-46,358	-100.0%			0.0	9,225	0.0	0	-9,225

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **436 POLICE-SPECIAL PROJECTS**  
 Department: **09 POLICE DEPARTMENT**

Fund Manager: AMELIA M JENSEN  
 Department Director: JOHN M HARRINGTON

		Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount				
					Council Adopted										
					Amount	Change/Percent									
34098	2003 HOMELAND SECURITY GRANT	22,381	2,619												
34099	2005 BUFFER ZONE PROTECTION GRANT		6,046	145,134	0	-145,134	-100.0%								
34107	SCHOOL RESOURCE OFFICER PROGRAM	948,808	989,851	1,045,340	1,083,896	38,556	3.7%	12.0	12.0	12.0	761,810	12.0	794,086	32,276	
34109	MULTI HOUSING CRIME PROGRAM	661	600	1,000	1,000										
34113	OFFICER FRIENDLY PROGRAM	26													
34117	CHIEF'S TRAINING ACTIVITY	503,187	654,963	555,070	580,023	24,953	4.5%	4.0	5.0	4.0	226,126	4.0	244,413	18,287	
34119	PAWN SHOP AUTOMATION SYSTEM	137,185	139,721	140,946	140,946										
34120	NARCOTICS/SPECIAL INVESTIGATIONS	77,533	224,196	299,796	385,590	85,794	28.6%		1.0	1.0	90,193	2.0	96,720	1.0	6,527
34127	NARCOTICS CONTROL GRANT SURVEILLANC	127,550	97,434	120,000	120,000					0.0	13,448	0.0	13,282	-166	
34129	POLICE PARKING LOT	3,067	263,806	53,021	54,752	1,731	3.3%	0.7	0.7	0.7	30,757	0.7	31,642	885	
34132	COMMUNICATIONS SERVICES	11,372	14,058	65,627	67,896	2,269	3.5%	1.0	1.0	1.0	49,772	1.0	51,253	1,481	
34135	VICE FORFEITURES			76,552	76,552										
34146	NIGHT CAP GRANT	5,575	22,516	25,000	25,000					0.0	22,265	0.0	21,990	-275	
34147	SAFE & SOBER GRANT	34,992	65,510	53,500	53,500					0.0	44,529	0.0	47,059	2,530	
34148	UNDERAGE COMPLIANCE CHECK GRANT		2,700		2,700	2,700						0.0	2,327	2,327	
34152	RMS WIRELESS SERVICES	363,055	235,845	242,495	253,200	10,705	4.4%								
34154	VIETNAMESE YOUTH EDUCATION	57,051						0.2							
34155	STATE GANG STRIKE TASK FORCE GRANT	356,296	413,969	114,134	114,134			2.0	1.0	1.0	82,554	1.0	85,552	2,998	
34158	YOUTH & ACADEMIC ENRICHMENT	108,562						0.2							
34159	YOUTH EXPRESS BIG & HUGE PROGRAM	101,800						0.2							
34160	AUTO THEFT GRANTS	47,940	68,249	113,320	114,397	1,077	1.0%			0.0	76,875	0.0	76,875		
34161	OUR CHILDREN PROGRAM	76,672						0.2							
34162	YOUTH ACHIEVERS PROGRAM	50,000													
34163	ECON CRIME PREVENTION	7,114													
34164	MINNESOTA FINANCIAL CRIMES TASK FORCE	51,590	114,729	140,895	144,739	3,844	2.7%		1.0	1.0	104,915	1.0	107,874	2,959	
34165	2004 LAW ENFORCEMENT TERRORISM PREVENTION	79,422	20,024												
34166	FLARE GRANT		136,542	341,219	193,950	-147,269	-43.2%		1.0	1.0	62,979			-1.0	-62,979
34168	RAMSEY COUNTY INTERGOVERNMENTAL AGREEMENT	25,375	67,706	66,335	70,709	4,374	6.6%		1.0	1.0	50,631	1.0	52,120	1,489	
34169	SPEED LIMIT ENFORCEMENT	3,491	28,157	44,886	15,000	-29,886	-66.6%			0.0	39,975	0.0	13,194	-26,781	
34170	SECURE OUR SCHOOLS		8,000	494,840	228,000	-266,840	-53.9%								
34172	HUMAN TRAFFICKING GRANT		122,699	218,491	222,844	4,353	2.0%		1.0	1.0	150,793	1.0	153,651	2,858	

		Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		2005 Authorized FTE	2006 Adopted FTE/Amount	2007 Adopted FTE/Amount	2008		Change from 2007			
					Council Adopted					Council Adopted		FTE/Amount	Change from 2007		
					Amount	Change/Percent				FTE/Amount	FTE/Amount				
34173	2006 JUSTICE ASSISTANCE GRANT		10,968	270,700	272,769	2,069	0.8%		0.0	151,488	0.0	151,539		51	
34174	ST. PAUL POLICE FOUNDATION		138,577	1,604	0	-1,604	-100.0%								
34175	JUVENILE DELINQUENCY PREVENTION GRANT		60,000		60,000	60,000					0.0	1,750		1,750	
34176	RC INTERGOV. MOBILITY TRANSFER-CANINE		84,484	96,986	103,091	6,105	6.3%		1.0	73,293	1.0	75,912		2,619	
34177	AFRICAN AMERICAN/MUSLIM HEALING INITIATIVE		22,028	249,992	424,173	174,181	69.7%		0.0	12,991	0.0	19,521		6,530	
34178	MINNESOTA MILITARY AFFAIRS SERVICES		27,692	84,808	0	-84,808	-100.0%								
34197	LLEBG VIII	259,798						0.8							
34198	LLEBG IX	148,158	58,225					1.2							
34199	JUSTICE ASSISTANCE GRANT	26,222	144,296	477,434	340,962	-136,472	-28.6%		0.0	267,674	0.0	267,886		212	
34200	WILD SECURITY SERVICES	209,973	357,973	470,000	475,715	5,715	1.2%		0.0	407,882	0.0	407,882			
34202	2005 URBAN AREA SECURITY INITIATIVE		24,392	121,681	0	-121,681	-100.0%		0.0	104,632	0.0	0		-104,632	
34203	PORT SECURITY: 2006 INFRASTRUCTURE PROTECTION				2,958,200	2,958,200					0.0	26,388		26,388	
34205	2006 HOMELAND SECURITY GRANT (FUSION CENTER)				37,650	37,650									
34206	2006 HOMELAND SECURITY GRANT (BOMB TECH'S)				65,000	65,000									
34208	CENTRAL CORRIDOR				1,500,000	1,500,000									
34209	2006 BUFFER ZONE PROTECTION GRANT				179,550	179,550									
34210	BREAKING FREE				23,500	23,500					0.0	20,671		20,671	
34211	GANG RESISTANCE EDUCATION AND TRAINING (GREAT)				85,653	85,653					0.0	35,800		35,800	
34212	2007 JUSTICE ASSISTANCE GRANT (JAG)				298,752	298,752					0.0	122,500		122,500	
34213	CRIME LAB BACKLOG REDUCTION GRANT				95,000	95,000					0.0	50,138		50,138	
34214	STOP ARMED GANG ACTIVITY (SAGA)				359,858	359,858					0.0	229,078		229,078	
34215	PEACE OFFICER OVERTIME (GRID)				50,408	50,408					0.0	36,800		36,800	
34216	HIRE NEW OFFICERS GRANT				63,332	63,332					1.0	47,882	1.0	47,882	
34274	ST PAUL POLICE FOUNDATION				75,000	75,000									
34303	MOBILE CRISIS TEAM	50,000													
34306	YOUTH ACHIEVERS PROGRAM	123,298						0.2							
34911	ENHANCED 911 SYSTEM	224,843	516,996	369,100	513,100	144,000	39.0%								
Fund Total		6,204,087	6,297,556	7,632,260	12,827,178	5,194,918	68.1%	28.7	29.7	29.7	3,244,648	29.7	3,627,919	0.0	383,271

City of Saint Paul  
2008 Budget Fund Spending Plan Summary  
Council Adopted Budget

Fund: 436 POLICE-SPECIAL PROJECTS  
Department: 09 POLICE DEPARTMENT

Fund Manager: AMELIA M JENSEN  
Department Director: JOHN M HARRINGTON

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior	Last Year	Adopted	Council Adopted		Authorized		Adopted	Council Adopted	2007
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent	FTE		FTE/Amount	FTE/Amount	FTE/Amount
Percent Change from Previous Year		1.5%	21.2%			3.5%	0.0%			0.0% 11.8%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **733 POLICE OFFICERS CLOTHING TRUST FUND**Department: **09 POLICE DEPARTMENT**

Fund Manager: MATTHEW D BOSTROM

Department Director: JOHN M HARRINGTON

Fund Purpose:

TO ACCOUNT FOR FUNDS SET ASIDE FOR POLICE OFFICERS, EMERGENCY COMMUNICATION CENTER EMPLOYEES, AND RADIO PERSONNEL CLOTHING ALLOWANCES PER LABOR CONTRACT. THESE ALLOWANCES ARE BASED ON CONTRACT PRICES FOR UNIFORM ITEMS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2005	2006	2007	2008			2005	2006	2007	2008
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted			Authorized FTE	Adopted FTE/Amount	Council Adopted FTE/Amount	Change from 2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES	180									
MATERIALS AND SUPPLIES	532,601	562,216	585,217	588,117	2,900	0.5%				
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>532,781</b>	<b>562,216</b>	<b>585,217</b>	<b>588,117</b>	<b>2,900</b>	<b>0.5%</b>				
<b><u>by Activity</u></b>										
54007 POLICE OFFICERS CLOTHING FUND	532,781	562,216	585,217	588,117	2,900	0.5%				
Fund Total	<b>532,781</b>	<b>562,216</b>	<b>585,217</b>	<b>588,117</b>	<b>2,900</b>	<b>0.5%</b>				<b>0.0</b>
Percent Change from Previous Year		<b>5.5%</b>	<b>4.1%</b>							<b>0</b>

# **Financing Reports**

## Financing by Major Object Code

Department: **09 POLICE DEPARTMENT**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
3099 OTHER FED DIRECT GRANTS-IN-AID		2,996			
<b>INTERGOVERNMENTAL REVENUE</b>	0	2,996	0	0	0
4009 NOTARY FEE	116	1,030			
4076 SUBPOENA	624	1,392			
4099 FEES - N.O.C.	36,704	36,809	37,500	37,000	-500
4202 ASPHALT		-1			
4204 MAPS, PUBLICATIONS & REPORTS	24,155	5,694	18,000	6,000	-12,000
4206 GAIN ON SALE OF ASSETS	89,717	16,432	54,000	54,000	
4211 SALE OF SPECIAL BADGES	902	10			
4213 ACCIDENT REPORTS	36,508	9,152	28,000	10,000	-18,000
4299 SALES N.O.C.	25				
4301 NORMAL ACTIVITY SERVICES	130,182	179,767	98,500	159,000	60,500
4311 PHOTOGRAPHIC	1,523	548			
4327 SERVICES TO I. S. D. #625	12,965	53,311	36,450	39,170	2,720
4339 RADIO MAINTENANCE	232,634	260,510	260,000	260,000	
4344 BOMB SQUAD	6,000	6,000	6,000	6,000	
4349 INTERVIEWS	617	363	500	500	
4398 SERVICES - SPECIAL PROJECTS	123,042	401,983			
4399 SERVICES N.O.C.	643,682	753,339	562,000	763,179	201,179
<b>FEES, SALES AND SERVICES</b>	1,339,396	1,726,339	1,100,950	1,334,849	233,899
6205 CAPITAL LEASE FINANCING	1,000,000				
6602 INTEREST ON INVESTMENTS	3,066				
6832 COMMISSIONS - VENDING MACHINES	25	7			
6905 CONTRIB. & DONATIONS - OUTSIDE	4,612				
6908 DAMAGE CLAIM RECOVERY FROM OTHERS	20,599	16,485	50,000	50,000	
6911 REFUNDS - DUPLICATE PAYMENT		494			
6914 REFUNDS - JURY DUTY PAY	357	314			
6917 REFUNDS - OVERPAYMENTS		29,808			
6919 REFUNDS - RETURN OF PURCHASE	1,992	914			

## Financing by Major Object Code

Department: **09 POLICE DEPARTMENT**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6927 OTHER AGENCY SHARE OF COST -----	155,016				
<b>MISCELLANEOUS REVENUE</b>	1,185,667	48,022	50,000	50,000	0
7302 TRANSFER FROM ENTERPRISE FUND -----	93,888	393,888	393,888	393,888	
7305 TRANSFER FROM SPECIAL REVENUE FUND -----	91,579	589,079	91,579	160,595	69,016
7399 TRANSFER FROM SPECIAL FUND -----	118,330	60,000	210,000	210,000	
<b>TRANSFERS</b>	303,797	1,042,967	695,467	764,483	69,016
Fund Total	2,828,860	2,820,324	1,846,417	2,149,332	302,915

## Financing by Major Object Code

Department: **09 POLICE DEPARTMENT**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
2091	POLICE ALARM	125,388	166,126	170,000	170,000	
2093	POLICE ALARM-FALSE ALARM FINES	76,141	32,308	114,545	114,545	
	<b>LICENSES AND PERMITS</b>	201,529	198,434	284,545	284,545	0
3099	OTHER FED DIRECT GRANTS-IN-AID	987,153	873,457	2,304,573	4,734,294	2,429,721
3199	OTHER FED DIRECT GRANTS-STATE ADMIN	1,363,473	589,748	726,626	2,093,648	1,367,022
3400	STATE DIRECT GRANTS-IN-AID	595,332	471,472	254,215	372,876	118,661
3410	POLICE OFFICE/FIRE FIGHTER TRAINING	188,936	197,878	248,435	256,489	8,054
3429	STATE 911 SERVICE FEES	329,260	436,792	135,000	144,000	9,000
3501	COUNTY AID					
3699	OTHER MISCELLANEOUS GRANTS	95,630	74,047	90,000	90,000	
	<b>INTERGOVERNMENTAL REVENUE</b>	3,559,784	2,643,394	3,758,849	7,691,307	3,932,458
4077	TOWING	877,618	636,678	833,111	838,000	4,889
4093	CABLE TV					
4094	STORAGE	462,729	458,718	437,500	444,901	7,401
4095	ADMINISTRATION	313,600	500,983	492,000	482,793	-9,207
4099	FEES - N.O.C.	20,765	18,260	22,200	20,900	-1,300
4193	USE CHG.-CREDIT CARD/CHECKS	17,122	16,963	15,700	16,000	300
4203	IMPOUNDED CAR SALES	916,560	1,033,585	941,000	980,000	39,000
4205	MERCHANDISE	31,092	29,904	41,000	41,000	
4210	IMPOUNDED CARS SALVAGE	190,526	199,338	118,528	171,450	52,922
4214	RECYCLED ITEMS-PURCHASING	656				
4218			11,069			
4299	SALES N.O.C.	155,813	170,093	139,950	119,950	-20,000
4301	NORMAL ACTIVITY SERVICES	210,063	358,043	470,000	5,843,615	5,373,615
4327	SERVICES TO I. S. D. #625	842,218	842,333	970,492	1,009,048	38,556
4339	RADIO MAINTENANCE			48,347	50,616	2,269
4340	FINGERPRINT ANALYSIS	6,895	4,395	7,000	7,000	
4341	CHEMICAL ANALYSIS	40,940	39,650	25,000	25,863	863
4344	BOMB SQUAD	22,975	15,205			

## Financing by Major Object Code

Department: **09 POLICE DEPARTMENT**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4398	SERVICES - SPECIAL PROJECTS	63,966	10,303			
4399	SERVICES N.O.C.	661,377	695,995	732,241	675,768	-56,473
	<b>FEES, SALES AND SERVICES</b>	4,834,915	5,041,515	5,294,069	10,726,904	5,432,835
5243	POLICE PARKING -DAYS	48,936	49,800	48,240	50,551	2,311
5244	POLICE PARKING-AFTERNOONS	1,600	2,000	1,344	1,713	369
5245	POLICE PARKING-EVENINGS	105	105	105	105	
	<b>ENTERPRISE AND UTILITY REVENUES</b>	50,641	51,905	49,689	52,369	2,680
6602	INTEREST ON INVESTMENTS	217,302	249,499	81,600	78,000	-3,600
6611	INC(DEC) FMV OF INVESTMENT	-80,460	497			
6904	CONFISCATED MONEY	273,399	202,710	225,000	225,528	528
6905	CONTRIB. & DONATIONS - OUTSIDE	51,000	158,492	1,604	814,550	812,946
6907	COUNTY SHARE OF COST	3,688	2,262			
6917	REFUNDS - OVERPAYMENTS	285	292			
6970	PRIVATE GRANTS	80,000	80,000	104,922		-104,922
6999	OTHER MISCELLANEOUS REVENUE N.O.C.	18,705	18,420	17,280	17,280	
	<b>MISCELLANEOUS REVENUE</b>	563,919	712,172	430,406	1,135,358	704,952
7299	TRANSFER FROM GENERAL FUND	733,206	758,555	781,711	753,205	-28,506
7302	TRANSFER FROM ENTERPRISE FUND	3,744	3,744	2,808	2,808	
7305	TRANSFER FROM SPECIAL REVENUE FUND	1,285,718	1,410,335	1,492,548	1,575,487	82,939
7499	TRANSFER IN - INTRAFUND - OTHER	35,526	33,206	33,453	33,453	
	<b>TRANSFERS</b>	2,058,194	2,205,840	2,310,520	2,364,953	54,433
9830	USE OF FUND BALANCE			713,639	1,269,854	556,215
9831	CONTRIBUTION TO FUND BALANCE			-37,059	-44,554	-7,495
9925	USE OF NET ASSETS			218,548	153,982	-64,566
9926	CONTRIBUTION TO NET ASSETS			-129,632	-78,203	51,429
	<b>FUND BALANCES</b>	0	0	765,496	1,301,079	535,583
	Fund Total	11,268,982	10,853,260	12,893,574	23,556,515	10,662,941
	<b>Department Total</b>	<b>14,097,842</b>	<b>13,673,584</b>	<b>14,739,991</b>	<b>25,705,847</b>	<b>10,965,856</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
04000	OFFICE OF THE CHIEF	483,909	703,912	644,388	644,388	
04001	TRANSPORTATION - POLICE	1,118,392	33,317	105,650		-105,650
04100	PATROL OPERATIONS	682,987	1,050,096	651,579	638,016	-13,563
04101	EMERGENCY COMMUNICATIONS CENTER	143,991	405,277	48,500		-48,500
04109	VOLUNTEER SERVICES	36,699	37,839	37,500		-37,500
04200	MAJOR CRIMES INVESTIGATIONS				151,579	151,579
04300	SUPPORT SERVICES & HOMELAND SECURITY	6,150	301,520	40,800	43,520	2,720
04301	INFORMATION & SERVICES SECTION	63,204	15,403	46,000	16,000	-30,000
04302	EMERGENCY COMMUNICATIONS - POLICE				243,179	243,179
04307	FLEET- POLICE				105,650	105,650
04308	COMMUNICATION SERV & MTC - POLICE	244,655	272,653	272,000	270,000	-2,000
04309	COMMUNITY SERVICES	5			37,000	37,000
04340	BUILDINGS MAINTENANCE - POLICE	48,868	307			
<b>Department Total</b>		<b>2,828,860</b>	<b>2,820,324</b>	<b>1,846,417</b>	<b>2,149,332</b>	<b>302,915</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES						
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE						
TRANSFERS						
FUND BALANCES						
<b>Total Financing by Object</b>		<b>2,828,860</b>	<b>2,820,324</b>	<b>1,846,417</b>	<b>2,149,332</b>	<b>302,915</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 400 POLICE SERVICES (PENSION ASSETS)

Fund Manager: JOHN M HARRINGTON

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

OVER \$5 MILLION OF OVERFUNDED PENSION ASSETS WERE RETURNED AS CASH TO THE CITY FROM THE STATE IN 1999. EACH YEAR A PORTION OF THOSE FUNDS, ALONG WITH ANY ACCUMULATED INTEREST, IS USED TO FINANCE PROPOSED SPENDING.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
09	POLICE DEPARTMENT					
34080	COMMUNITY POLICING OFFICERS (2000)	110,937	193,809	151,302	110,276	-41,026
	Department Total	110,937	193,809	151,302	110,276	-41,026
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	110,937	193,809	60,000	60,000	
	TRANSFERS			91,302	50,276	-41,026
	FUND BALANCES					
	Total Financing by Object	110,937	193,809	151,302	110,276	-41,026

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **405 CRIME LABORATORY SPECIAL REV FUND**

Fund Manager: MATTHEW D BOSTROM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

A TRANSFER FROM THE GENERAL FUND AND SERVICE CHARGES FOR CHEMICAL AND FINGERPRINT ANALYSES FINANCE THIS BUDGET.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
34055	CRIME LABORATORY	172,339	136,074	63,522	69,370	5,848
	<b>Department Total</b>	<b>172,339</b>	<b>136,074</b>	<b>63,522</b>	<b>69,370</b>	<b>5,848</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	70,010	67,840	32,000	32,863	863
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	71,329	37,234			
	TRANSFERS	31,000	31,000	31,000	31,000	
	FUND BALANCES			522	5,507	4,985
	<b>Total Financing by Object</b>	<b>172,339</b>	<b>136,074</b>	<b>63,522</b>	<b>69,370</b>	<b>5,848</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 411    EMERGENCY COMMUNICATION CENTER

Fund Manager: AMELIA M JENSEN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

IN 2007 RAMSEY COUNTY AND THE CITY OF SAINT PAUL MERGED THEIR RESPECTIVE EMERGENCY COMMUNICATIONS OPERATIONS. SALARY AND BENEFIT COSTS FOR CITY EMPLOYEES THAT WORK IN THE EMERGENCY COMMUNICATIONS CENTER WILL BE REIMBURSED BY RAMSEY COUNTY. THE COUNTY IS RESPONSIBLE FOR THE PORTION OF THE TAX LEVY THAT COVERS THESE EXPENSES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
09	POLICE DEPARTMENT					
34011	EMERGENCY COMMUNICATIONS CENTER				5,367,900	5,367,900
	Department Total	0	0	0	5,367,900	5,367,900
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES				5,367,900	
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES					
	Total Financing by Object	0	0	0	5,367,900	0

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 420    PARKING ENFORCEMENT

Fund Manager: MATTHEW D BOSTROM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

FINANCING FOR THIS FUND IS DERIVED FROM A DIRECT TRANSFER FROM THE CITY'S PARKING AND TRANSIT FUND (FUND 230 IN PUBLIC WORKS). THE REVENUE SOURCE IS FROM PARKING TICKETS AND PARKING METER COLLECTIONS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
09	POLICE DEPARTMENT					
34013	PARKING ENFORCEMENT	1,254,064	1,377,933	1,461,368	1,512,901	51,533
	Department Total	1,254,064	1,377,933	1,461,368	1,512,901	51,533
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS	1,254,064	1,377,933	1,461,368	1,512,901	51,533
	FUND BALANCES					
	Total Financing by Object	1,254,064	1,377,933	1,461,368	1,512,901	51,533

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **435 VEHICLE IMPOUNDING: POLICE LOT**

Fund Manager: NANCY E DIPERNA

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

TOWING FEES CHARGED ARE DETERMINED BY TOWING CONTRACTS AND INCLUDE A SURCHARGE FOR OVER-SIZED VEHICLES. THERE IS AN ADMINISTRATIVE FEE OF \$55.00 PER RELEASED TOW. THE DAILY STORAGE FEE IS ESTIMATED TO BE \$60.00 PER VEHICLE. REVENUE IS ALSO RECEIVED FROM IMPOUNDED CAR SALES, UNCLAIMED PROPERTY SALES, AND SALVAGED VEHICLES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
24050	VEHICLE IMPOUNDING: POLICE LOT	2,331,202	2,443,810	2,513,859	2,589,195	75,336
24051	SNOW LOT	506,490	469,713	486,046	491,578	5,532
	<b>Department Total</b>	<b>2,837,692</b>	<b>2,913,523</b>	<b>2,999,905</b>	<b>3,080,773</b>	<b>80,868</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	2,837,692	2,913,523	2,910,989	3,004,994	94,005
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES			88,916	75,779	-13,137
	<b>Total Financing by Object</b>	<b>2,837,692</b>	<b>2,913,523</b>	<b>2,999,905</b>	<b>3,080,773</b>	<b>80,868</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: 436 POLICE-SPECIAL PROJECTS

Fund Manager: AMELIA M JENSEN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

A CITY GENERAL FUND TRANSFER AND SCHOOL DISTRICT FINANCING WILL SUPPORT THE SCHOOL RESOURCE OFFICER PROGRAM (ACTIVITY 34107). ALARM PERMITS AND FALSE ALARM REVENUE IS RECEIVED AND MANAGED BY THE POLICE DEPARTMENT ACCORDING TO SAINT PAUL LEGISLATIVE CODE CHAPTER 329 (ACTIVITY 34073). THE STATE PROVIDES A FIXED AMOUNT PER SWORN OFFICER FOR TRAINING TO MAINTAIN STANDARDS AND TRAINING LICENSES (POST), AND THE SAINT PAUL POLICE DEPARTMENT'S PROFESSIONAL DEVELOPMENT INSTITUTE RAISES REVENUE BY TRAINING NON-CITY OFFICERS TO OFFSET THE COST OF TRAINING SAINT PAUL POLICE OFFICERS (ACTIVITY 34117). A FEE IS LEVIED FOR EACH PAWN TRANSACTION IN THE CITY TO SUPPORT AN AUTOMATED AREA WIDE TRACKING SYSTEM (ACTIVITY 34119). REVENUE RECEIVED FROM OUTSIDE AGENCIES FOR RECORDS MANAGEMENT SERVICES (RMS) PROVIDED SUPPORT THE RMS SYSTEM (ACTIVITY 34152). AGENCIES RESIDENT TELEPHONE SUBSCRIBERS PAY A FEE FOR THE SUPPORT OF THE 911 SYSTEM (ACTIVITY 34911). IF SERVICES ARE DEMANDED FROM SURROUNDING COMMUNITIES, FEES WILL BE CHARGED FOR RADIO REPAIRS (ACTIVITY 34132). FEDERAL, STATE, AND OTHER GRANTS ARE PROJECTED FOR 2007 AND CARRIED FORWARD FROM 2006 INTO 2007.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
34056	INTERNET CRIMES AGAINST CHILDREN	256,656	277,627	397,889	435,856	37,967
34057	VALUE-BASED INITIATIVE GRANT	57,631				
34060	COPS TECHNOLOGY 2002			100,000		-100,000
34062	NIBRS PROJECT	94,050				
34063	COPS MORE 2002	67,447	56,360	22,000		-22,000
34065	INTERGOVERNMENTAL MOBILITY TRANSFER	123,600	129,947	133,112	141,708	8,596
34067	JUVENILE ACCOUNTABILITY	100,205	80,369	34,528	34,528	
34070	THOMAS DALE WEED & SEED	27,064				
34073	FALSE ALARMS	201,529	198,434	284,545	284,545	
34076	RECRUIT COMMUNITY POLICE OFFICERS	99,040	35,344			
34077	VALUE BASED INITIATIVE GRANTS	126,773	27,512			
34078	AUTO THEFT/RECOVERY GRANT - SIU	31,679				
34086	HOMELAND SECURITY EQUIPMENT	324,644				
34087	2003 HOMELAND SECURITY EQUIPMENT GRANT	52,784	35,020			
34088	DISPROPORTIONATE MINORITY GRANT	245,910	292			
34089	RAMSEY COUNTY INTERGOVERNMENT MOBILITY	84,327	41,063			
34090	2004 URBAN AREA INITIATIVE GRANT	51,356	98,644			
34094	COLD CASE UNIT	80,000	80,000	104,922		-104,922
34096	2005 1 LAW ENFORCEMENT TERRORISM PREVENTION GRANT	12,878	56,277	9,000		-9,000
34097	2005 2 LAW ENFORCEMENT TERRORISM PREVENTION GRANT	11,337	72,652	46,358		-46,358
34098	2003 HOMELAND SECURITY GRANT	22,381	2,619			
34099	2005 BUFFER ZONE PROTECTION GRANT		6,046	145,134		-145,134
34107	SCHOOL RESOURCE OFFICER PROGRAM	917,066	917,181	1,045,340	1,083,896	38,556
34109	MULTI HOUSING CRIME PROGRAM	805	2,484	1,000	1,000	
34110	INDO-CHINESE POLICE COMMUNITY OFFCR		300			
34117	CHIEF'S TRAINING ACTIVITY	382,157	298,717	555,070	580,023	24,953
34119	PAWN SHOP AUTOMATION SYSTEM	138,308	149,058	140,946	140,946	
34120	NARCOTICS/SPECIAL INVESTIGATIONS	262,277	179,232	299,796	385,590	85,794
34127	NARCOTICS CONTROL GRANT SURVEILLANC	127,436	104,047	120,000	120,000	
34129	POLICE PARKING LOT	50,641	51,905	53,021	54,752	1,731
34132	COMMUNICATIONS SERVICES	14,400	16,320	65,627	67,896	2,269
34135	VICE FORFEITURES		1,551	76,552	76,552	
34146	NIGHT CAP GRANT	5,575	22,516	25,000	25,000	
34147	SAFE & SOBER GRANT	34,992	65,510	53,500	53,500	
34148	UNDERAGE COMPLIANCE CHECK GRANT		2,700		2,700	2,700

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **436 POLICE-SPECIAL PROJECTS**

Fund Manager: AMELIA M JENSEN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

A CITY GENERAL FUND TRANSFER AND SCHOOL DISTRICT FINANCING WILL SUPPORT THE SCHOOL RESOURCE OFFICER PROGRAM (ACTIVITY 34107). ALARM PERMITS AND FALSE ALARM REVENUE IS RECEIVED AND MANAGED BY THE POLICE DEPARTMENT ACCORDING TO SAINT PAUL LEGISLATIVE CODE CHAPTER 329 (ACTIVITY 34073). THE STATE PROVIDES A FIXED AMOUNT PER SWORN OFFICER FOR TRAINING TO MAINTAIN STANDARDS AND TRAINING LICENSES (POST), AND THE SAINT PAUL POLICE DEPARTMENT'S PROFESSIONAL DEVELOPMENT INSTITUTE RAISES REVENUE BY TRAINING NON-CITY OFFICERS TO OFFSET THE COST OF TRAINING SAINT PAUL POLICE OFFICERS (ACTIVITY 34117). A FEE IS LEVIED FOR EACH PAWN TRANSACTION IN THE CITY TO SUPPORT AN AUTOMATED AREA WIDE TRACKING SYSTEM (ACTIVITY 34119). REVENUE RECEIVED FROM OUTSIDE AGENCIES FOR RECORDS MANAGEMENT SERVICES (RMS) PROVIDED SUPPORT THE RMS SYSTEM (ACTIVITY 34152). AGENCIES RESIDENT TELEPHONE SUBSCRIBERS PAY A FEE FOR THE SUPPORT OF THE 911 SYSTEM (ACTIVITY 34911). IF SERVICES ARE DEMANDED FROM SURROUNDING COMMUNITIES, FEES WILL BE CHARGED FOR RADIO REPAIRS (ACTIVITY 34132). FEDERAL, STATE, AND OTHER GRANTS ARE PROJECTED FOR 2007 AND CARRIED FORWARD FROM 2006 INTO 2007.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
34152	RMS WIRELESS SERVICES	261,225	266,746	242,495	253,200	10,705
34154	VIETNAMESE YOUTH EDUCATION	57,051				
34155	STATE GANG STRIKE TASK FORCE GRANT	369,115	412,932	114,134	114,134	
34158	YOUTH & ACADEMIC ENRICHMENT	108,562				
34159	YOUTH EXPRESS BIG & HUGE PROGRAM	101,800				
34160	AUTO THEFT GRANTS	47,940	68,249	113,320	114,397	1,077
34161	OUR CHILDREN PROGRAM	76,672				
34162	YOUTH ACHIEVERS PROGRAM	50,000				
34163	ECON CRIME PREVENTION	7,114				
34164	MINNESOTA FINANCIAL CRIMES TASK FORCE	51,590	114,728	140,895	144,739	3,844
34165	2004 LAW ENFORCEMENT TERRORISM PREVENTION	79,422	20,024			
34166	FLARE GRANT		136,542	341,219	193,950	-147,269
34168	RAMSEY COUNTY INTERGOVERNMENTAL AGREEMENT	25,375	67,706	66,335	70,709	4,374
34169	SPEED LIMIT ENFORCEMENT	3,491	28,157	44,886	15,000	-29,886
34170	SECURE OUR SCHOOLS		8,000	494,840	228,000	-266,840
34172	HUMAN TRAFFICKING GRANT		122,699	218,491	222,844	4,353
34173	2006 JUSTICE ASSISTANCE GRANT		15,851	270,700	272,769	2,069
34174	ST. PAUL POLICE FOUNDATION		155,000	1,604		-1,604
34175	JUVENILE DELINQUENCY PREVENTION GRANT		60,000		60,000	60,000
34176	RC INTERGOV. MOBILITY TRANSFER-CANINE		84,484	96,986	103,091	6,105
34177	AFRICAN AMERICAN/MUSLIM HEALING INITIATIVE		18,028	249,992	424,173	174,181
34178	MINNESOTA MILITARY AFFAIRS SERVICES		27,692	84,808		-84,808
34194	LLEBG V	-1,868	-92			
34195	LLEBG VI	29				
34196	LLEBG VII	-23				
34197	LLEBG VIII	223,897				
34198	LLEBG IX	140,827	50,708			
34199	JUSTICE ASSISTANCE GRANT	27,860	165,907	477,434	340,962	-136,472
34200	WILD SECURITY SERVICES	209,973	357,973	470,000	475,715	5,715
34202	2005 URBAN AREA SECURITY INITIATIVE		24,392	121,681		-121,681
34203	PORT SECURITY: 2006 INFRASTRUCTURE PROTECTION				2,958,200	2,958,200
34205	2006 HOMELAND SECURITY GRANT (FUSION CENTER)				37,650	37,650
34206	2006 HOMELAND SECURITY GRANT (BOMB TECH'S)				65,000	65,000
34208	CENTRAL CORRIDOR				1,500,000	1,500,000
34209	2006 BUFFER ZONE PROTECTION GRANT				179,550	179,550

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **436 POLICE-SPECIAL PROJECTS**

Fund Manager: AMELIA M JENSEN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

A CITY GENERAL FUND TRANSFER AND SCHOOL DISTRICT FINANCING WILL SUPPORT THE SCHOOL RESOURCE OFFICER PROGRAM (ACTIVITY 34107). ALARM PERMITS AND FALSE ALARM REVENUE IS RECEIVED AND MANAGED BY THE POLICE DEPARTMENT ACCORDING TO SAINT PAUL LEGISLATIVE CODE CHAPTER 329 (ACTIVITY 34073). THE STATE PROVIDES A FIXED AMOUNT PER SWORN OFFICER FOR TRAINING TO MAINTAIN STANDARDS AND TRAINING LICENSES (POST), AND THE SAINT PAUL POLICE DEPARTMENT'S PROFESSIONAL DEVELOPMENT INSTITUTE RAISES REVENUE BY TRAINING NON-CITY OFFICERS TO OFFSET THE COST OF TRAINING SAINT PAUL POLICE OFFICERS (ACTIVITY 34117). A FEE IS LEVIED FOR EACH PAWN TRANSACTION IN THE CITY TO SUPPORT AN AUTOMATED AREA WIDE TRACKING SYSTEM (ACTIVITY 34119). REVENUE RECEIVED FROM OUTSIDE AGENCIES FOR RECORDS MANAGEMENT SERVICES (RMS) PROVIDED SUPPORT THE RMS SYSTEM (ACTIVITY 34152). AGENCIES RESIDENT TELEPHONE SUBSCRIBERS PAY A FEE FOR THE SUPPORT OF THE 911 SYSTEM (ACTIVITY 34911). IF SERVICES ARE DEMANDED FROM SURROUNDING COMMUNITIES, FEES WILL BE CHARGED FOR RADIO REPAIRS (ACTIVITY 34132). FEDERAL, STATE, AND OTHER GRANTS ARE PROJECTED FOR 2007 AND CARRIED FORWARD FROM 2006 INTO 2007.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
34210	BREAKING FREE				23,500	23,500
34211	GANG RESISTANCE EDUCATION AND TRAINING (GREAT)				85,653	85,653
34212	2007 JUSTICE ASSISTANCE GRANT (JAG)				298,752	298,752
34213	CRIME LAB BACKLOG REDUCTION GRANT				95,000	95,000
34214	STOP ARMED GANG ACTIVITY (SAGA)				359,858	359,858
34215	PEACE OFFICER OVERTIME (GRID)				50,408	50,408
34216	HIRE NEW OFFICERS GRANT				63,332	63,332
34274	ST PAUL POLICE FOUNDATION				75,000	75,000
34303	MOBILE CRISIS TEAM	50,000				
34306	YOUTH ACHIEVERS PROGRAM	123,298				
34911	ENHANCED 911 SYSTEM	337,530	452,249	369,100	513,100	144,000
<b>Department Total</b>		<b>6,355,828</b>	<b>5,667,702</b>	<b>7,632,260</b>	<b>12,827,178</b>	<b>5,194,918</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
		201,529	198,434	284,545	284,545	
INTERGOVERNMENTAL REVENUE		3,559,784	2,643,394	3,758,849	7,691,307	3,932,458
FEES, SALES AND SERVICES		1,927,213	2,060,152	2,351,080	2,321,147	-29,933
ENTERPRISE AND UTILITY REVENUES		50,641	51,905	49,689	52,369	2,680
MISCELLANEOUS REVENUE		381,653	481,129	370,406	1,075,358	704,952
TRANSFERS		235,008	232,688	232,935	232,935	
FUND BALANCES				584,756	1,169,517	584,761
<b>Total Financing by Object</b>		<b>6,355,828</b>	<b>5,667,702</b>	<b>7,632,260</b>	<b>12,827,178</b>	<b>5,194,918</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **733 POLICE OFFICERS CLOTHING TRUST FUND**

Fund Manager: MATTHEW D BOSTROM

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE IS DERIVED THROUGH TRANSFERS FROM BUDGETED ACTIVITIES. THE BUDGETED AMOUNT FOR EACH SWORN OFFICER IS \$936 AND THE BUDGETED AMOUNT FOR EACH RADIO TECHNICIAN AND NON-SWORN EMERGENCY COMMUNICATION CENTER EMPLOYEE IS \$275. ESTIMATES ARE BASED ON THE NUMBER OF BUDGETED FTE'S FOR SWORN OFFICERS, RADIO TECHNICIANS AND NON-SWORN EMERGENCY COMMUNICATION CENTER EMPLOYEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>09</b>	<b>POLICE DEPARTMENT</b>					
54007	POLICE OFFICERS CLOTHING FUND	538,122	564,219	585,217	588,117	2,900
	<b>Department Total</b>	<b>538,122</b>	<b>564,219</b>	<b>585,217</b>	<b>588,117</b>	<b>2,900</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS	538,122	564,219	585,217	588,117	2,900
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>538,122</b>	<b>564,219</b>	<b>585,217</b>	<b>588,117</b>	<b>2,900</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **232 SOLID WASTE & RECYCLING**

Fund Manager: RICHARD A PERSON

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND IS FINANCED PRIMARILY WITH SERVICE FEES COLLECTED THROUGH THE ASSESSMENT PROCESS AND ADDITIONALLY WITH STATE OF MINNESOTA SCORE GRANTS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
32401	SOLID WASTE & RECYCLING	2,892,334	2,876,893	3,284,017	3,417,244	133,227
	<b>Department Total</b>	<b>2,892,334</b>	<b>2,876,893</b>	<b>3,284,017</b>	<b>3,417,244</b>	<b>133,227</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	543,413	540,052	539,549	587,567	48,018
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	2,341,730	2,329,650	2,565,534	2,587,335	21,801
	TRANSFERS	7,191	7,191	7,191	7,191	
	FUND BALANCES			171,743	235,151	63,408
	<b>Total Financing by Object</b>	<b>2,892,334</b>	<b>2,876,893</b>	<b>3,284,017</b>	<b>3,417,244</b>	<b>133,227</b>

# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
09	POLICE DEPARTMENT					
0901	OFFICE OF THE CHIEF					
	04000 OFFICE OF THE CHIEF	59.0	53.5	55.5	68.5	13.0
	<b>Division Total</b>	<b>59.0</b>	<b>53.5</b>	<b>55.5</b>	<b>68.5</b>	<b>13.0</b>
0905	PATROL OPERATIONS					
	04100 PATROL OPERATIONS	428.0	448.6	465.2	429.8	-35.4
	04101 EMERGENCY COMMUNICATIONS CENTER	74.0	73.0	73.0		-73.0
	04109 VOLUNTEER SERVICES	5.0	4.0	4.0		-4.0
	<b>Division Total</b>	<b>507.0</b>	<b>525.6</b>	<b>542.2</b>	<b>429.8</b>	<b>-112.4</b>
0910	MAJOR CRIMES & INVESTIGATIONS					
	04200 MAJOR CRIMES INVESTIGATIONS				103.0	103.0
	04205 PROPERTY ROOM				3.0	3.0
	04206 CRIME LAB				5.0	5.0
	<b>Division Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>111.0</b>	<b>111.0</b>
0915	SUPPORT SERVICES & HOMELAND SECURITY					
	04300 SUPPORT SERVICES & HOMELAND SECURITY	56.0	59.0	71.0	6.0	-65.0
	04301 INFORMATION & SERVICES SECTION	25.1	23.1	22.1	22.1	0.0
	04305 PROPERTY ROOM - POLICE	3.0	3.0	3.0		-3.0
	04306 CRIME LABORATORY - POLICE	4.0	5.0	4.0		-4.0
	04308 COMMUNICATION SERV & MTC - POLICE	10.5	10.5	10.2	10.2	0.0
	04309 COMMUNITY SERVICES				5.0	5.0
	04340 BUILDINGS MAINTENANCE - POLICE	10.2	10.2	10.2	10.2	0.0
	<b>Division Total</b>	<b>108.8</b>	<b>110.8</b>	<b>120.5</b>	<b>53.5</b>	<b>-67.0</b>
	<b>Department Total</b>	<b>674.8</b>	<b>689.9</b>	<b>718.2</b>	<b>662.8</b>	<b>-55.4</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
Division						
09	POLICE DEPARTMENT					
0905	PATROL OPERATIONS					
	34011 EMERGENCY COMMUNICATIONS CENTER				72.0	72.0
	34013 PARKING ENFORCEMENT	20.0	20.0	20.0	20.0	0.0
	<b>Division Total</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>	<b>92.0</b>	<b>72.0</b>
0917	CRIME LAB EQUIPMENT SPECIAL REV FD					
	34055 CRIME LABORATORY	1.0	1.0	1.0	1.0	0.0
	<b>Division Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>
0930	IMPOUNDING LOT					
	24050 VEHICLE IMPOUNDING: POLICE LOT	13.5	13.5	14.5	14.5	0.0
	24051 SNOW LOT	3.6	3.6	3.6	3.6	0.0
	<b>Division Total</b>	<b>17.1</b>	<b>17.1</b>	<b>18.1</b>	<b>18.1</b>	<b>0.0</b>
0934	POLICE-SPECIAL PROJECTS					
	34056 INTERNET CRIMES AGAINST CHILDREN	2.0	2.0	2.0	2.0	0.0
	34065 INTERGOVERNMENTAL MOBILITY TRANSFER	1.0	1.0	1.0	1.0	0.0
	34067 JUVENILE ACCOUNTABILITY	1.7				0.0
	34073 FALSE ALARMS		1.0	1.0	1.0	0.0
	34077 VALUE BASED INITIATIVE GRANTS	0.3				0.0
	34080 COMMUNITY POLICING OFFICERS (2000)	3.0	2.4	1.8	1.2	-0.6
	34089 RAMSEY COUNTY INTERGOVERNMENT MOBILITY	1.0	1.0			0.0
	34094 COLD CASE UNIT			1.0		-1.0
	34107 SCHOOL RESOURCE OFFICER PROGRAM	12.0	12.0	12.0	12.0	0.0
	34117 CHIEF'S TRAINING ACTIVITY	4.0	5.0	4.0	4.0	0.0
	34120 NARCOTICS/SPECIAL INVESTIGATIONS		1.0	1.0	2.0	1.0
	34129 POLICE PARKING LOT	0.7	0.7	0.7	0.7	0.0
	34132 COMMUNICATIONS SERVICES	1.0	1.0	1.0	1.0	0.0
	34154 VIETNAMESE YOUTH EDUCATION	0.2				0.0
	34155 STATE GANG STRIKE TASK FORCE GRANT	2.0	1.0	1.0	1.0	0.0
	34158 YOUTH & ACADEMIC ENRICHMENT	0.2				0.0
	34159 YOUTH EXPRESS BIG & HUGE PROGRAM	0.2				0.0

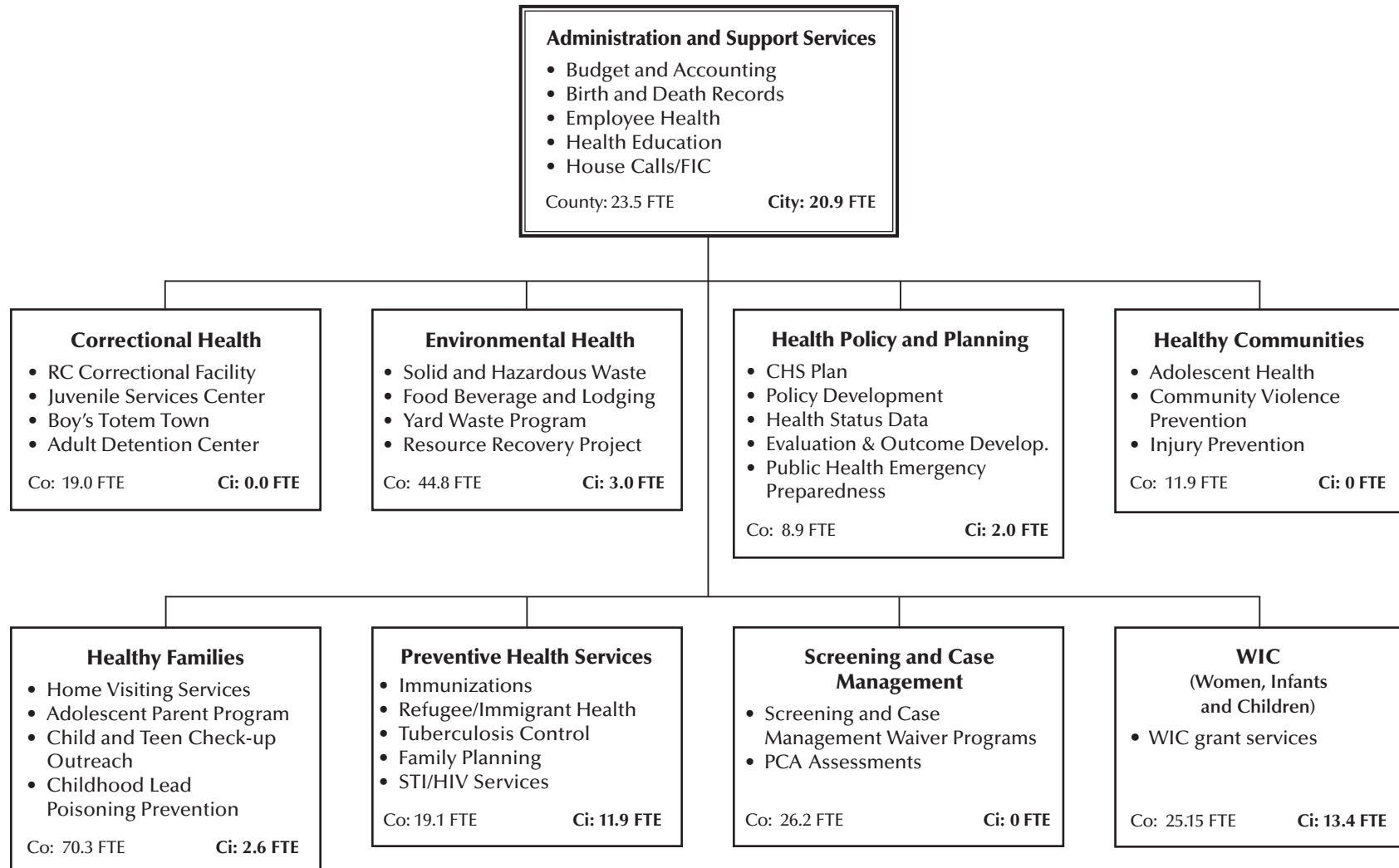
**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
Division						
09	POLICE DEPARTMENT					
0934	POLICE-SPECIAL PROJECTS					
	34161 OUR CHILDREN PROGRAM	0.2				0.0
	34164 MINNESOTA FINANCIAL CRIMES TASK FORCE		1.0	1.0	1.0	0.0
	34166 FLARE GRANT		1.0	1.0		-1.0
	34168 RAMSEY COUNTY INTERGOVERNMENTAL AGREEMEN		1.0	1.0	1.0	0.0
	34172 HUMAN TRAFFICKING GRANT		1.0	1.0	1.0	0.0
	34176 RC INTERGOV. MOBILITY TRANSFER-CANINE			1.0	1.0	0.0
	34197 LLEBG VIII	0.8				0.0
	34198 LLEBG IX	1.2				0.0
	34216 HIRE NEW OFFICERS GRANT				1.0	1.0
	34306 YOUTH ACHIEVERS PROGRAM	0.2				0.0
	<b>Division Total</b>	<b>31.7</b>	<b>32.1</b>	<b>31.5</b>	<b>30.9</b>	<b>-0.6</b>
	<b>Department Total</b>	<b>69.8</b>	<b>70.2</b>	<b>70.6</b>	<b>142.0</b>	<b>71.4</b>

# 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 302.65 FTEs)**  
City = 53.8    County = 248.85

## **About the Department of Public Health**

### **What We Do (Description of Services)**

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 members 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.

## **2008 Budget Plan**

### **2008 Priorities**

Priorities for the provision of public health services are determined by the Community Health Services Advisory Committee. To accomplish its mission, the Saint Paul-Ramsey County Department of Public Health concentrates its efforts in four areas of strategic focus:

- Prevent communicable diseases.
- Promote the health of children, youth and their families.
- Protect the environment and reduce environmental health hazards.
- Reduce chronic disease.

### **2008 Budget Explanation**

#### **Base Adjustments**

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated 2008 growth in salaries and fringes related to the bargaining process.

#### **Mayor's Recommendations**

The Public Health proposed budget for 2008 is \$4,236,131, representing an increase of \$104,209 from the 2007 adopted budget. The 2008 budget was prepared by the Office of Financial Services based on information from the Saint Paul-Ramsey County Health Department. The budget reflects the 53.8 FTEs still on the City's payroll. This is 0.9 FTEs less than 2008. Financing for this fund comes from reimbursements from Ramsey County for the cost of SPRC Health Department employees who are still on the City's payroll.

#### **Council Actions**

The Council adopted the Public Health budget as proposed by the Mayor.



# **Spending Reports**

## Public Health

Department/Office Director: **DIANE C HOLMGREN**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
305 PUBLIC HEALTH SPEC REV FUND	3,840,090	3,707,070	4,131,922	4,236,131	4,236,131		104,209
Total Spending by Unit	<u>3,840,090</u>	<u>3,707,070</u>	<u>4,131,922</u>	<u>4,236,131</u>	<u>4,236,131</u>	<u>0</u>	<u>104,209</u>
<b><u>Spending By Major Object</u></b>							
SALARIES	2,864,086	2,801,719	3,093,787	3,157,419	3,157,419		63,632
SERVICES	11,461	10,848	11,295	11,295	11,295		
MATERIALS AND SUPPLIES							
EMPLOYER FRINGE BENEFITS	964,544	894,502	1,026,840	1,067,417	1,067,417		40,577
MISC TRANSFER CONTINGENCY ETC							
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS							
Total Spending by Object	<u>3,840,090</u>	<u>3,707,070</u>	<u>4,131,922</u>	<u>4,236,131</u>	<u>4,236,131</u>	<u>0</u>	<u>104,209</u>
Percent Change from Previous Year		<u>-3.5%</u>	<u>11.5%</u>	<u>2.5%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>2.5%</u>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND							
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE							
FEES, SALES AND SERVICES	3,840,090	3,707,073	4,131,922	4,236,131	4,236,131		104,209
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE							
TRANSFERS	53,497						
FUND BALANCES							
Total Financing by Object	<u>3,893,587</u>	<u>3,707,073</u>	<u>4,131,922</u>	<u>4,236,131</u>	<u>4,236,131</u>	<u>0</u>	<u>104,209</u>
Percent Change from Previous Year		<u>-4.8%</u>	<u>11.5%</u>	<u>2.5%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>2.5%</u>

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **305 PUBLIC HEALTH SPEC REV FUND**  
 Department: **12 PUBLIC HEALTH**  
 Fund Purpose:

Fund Manager: DIANE C HOLMGREN  
 Department Director: DIANE C HOLMGREN

TO ACCOUNT FOR SALARY AND FRINGE BENEFIT COSTS OF CITY EMPLOYEES WORKING FOR THE SAINT PAUL/RAMSEY COUNTY PUBLIC HEALTH DEPARTMENT.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Amount	Adopted Change/Percent		Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council FTE/Amount	2007 FTE/Amount		
<b>by Type of Expenditure</b>													
SALARIES	2,864,086	2,801,719	3,093,787	3,157,419	63,632	2.1%							
SERVICES	11,461	10,848	11,295	11,295									
MATERIALS AND SUPPLIES													
EMPLOYER FRINGE BENEFITS	964,544	894,502	1,026,840	1,067,417	40,577	4.0%							
MISC TRANSFER CONTINGENCY ETC													
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS													
Spending Total	<b>3,840,090</b>	<b>3,707,070</b>	<b>4,131,922</b>	<b>4,236,131</b>	<b>104,209</b>	<b>2.5%</b>							
<b>by Activity</b>													
33220 PUBLIC HEALTH SUPPORT SERVICES	371,677	488,258	636,490	657,125	20,635	3.2%	5.5	5.5	7.5	466,471	7.5	480,119	13,648
33221 HEALTH BUILDING MAINTENANCE	184,634	185,740	215,752	222,317	6,565	3.0%	3.0	3.0	3.0	168,858	3.0	172,846	3,988
33222 HEALTH LABORATORY	276,329	284,494	322,280	333,206	10,926	3.4%	3.7	3.9	3.9	245,605	3.9	252,710	7,105
33223 BIRTH AND DEATH RECORDS	127,486	133,054	139,147	143,865	4,718	3.4%	2.5	2.5	2.5	106,042	2.5	109,111	3,069
33224 COMPUTERIZED INFORMATION SERVICES	174,136	182,500	186,479	192,336	5,857	3.1%	2.0	2.0	2.0	144,893	2.0	148,527	3,634
33225 DISEASE INVESTIGATION AND CONTROL	261,924	160,691	229,142	236,918	7,776	3.4%	2.5	2.5	2.0	174,625	2.0	179,684	5,059
33226 COMMUNICABLE DISEASE CONTROL	169,314	188,675	168,324	226,650	58,326	34.7%	2.4	2.9	2.4	130,740	3.4	174,228	1.0 43,488
33227 FAMILIES IN CRISIS	82,929	85,382	87,379	90,311	2,932	3.4%	1.0	1.0	1.0	65,923	1.0	67,830	1,907
33231 CHS GRANT ADMINISTRATION	217,906	109,840	106,482	108,025	1,543	1.4%	2.6	2.5	0.5	34,661	0.5	35,665	1,004
33232 HEALTH RECORDS	36,738	39,711	43,306	44,777	1,471	3.4%	0.5	0.5	0.5	33,003	0.5	33,960	957
33233 FAMILY PLANNING PROGRAM	253,094	245,296	345,274	356,059	10,785	3.1%	3.7	4.3	4.7	268,353	4.7	275,021	6,668
33234 IMMUNIZATION PROGRAM	169,280	119,011	106,844	114,142	7,298	6.8%	3.2	2.8	1.7	81,101	1.8	86,246	0.1 5,145
33238 WOMEN'S HEALTH CLINIC	4,772	28,057											
33239 HEALTH LABORATORY-SPECIAL	77,583	79,759	81,666	84,405	2,739	3.4%	1.0	1.0	1.0	61,566	1.0	63,347	1,781
33240 LEAD BASED PAINT HAZ CNTRL PROG	210,690	227,975	263,634	195,179	-68,455	-26.0%	2.8	3.0	3.0	200,932	2.0	147,910	-1.0 -53,022
33241 REPRO HLTH SCREEN & DISEASE PREVENT	26,842	9,660					0.5	0.5					
33242 SEXUALLY TRANSMITTED DISEASE CONT'L	44,402	46,779	45,911	47,468	1,557	3.4%	0.4	0.5	0.4	34,988	0.4	36,001	1,013
33243 AIDS SCREENING & PREVENTION PROGRAM	54,218	96,478	93,701	96,840	3,139	3.4%	0.6	0.6	1.1	70,570	1.1	72,611	2,041
33244 PREVENTIVE MEDICINE	126,732	133,154	128,053	132,576	4,523	3.5%	2.5	2.2	2.3	97,587	2.3	100,548	2,961
33247 SUPPLEMENTAL FOOD (W.I.C.)	786,470	785,429	862,063	881,582	19,519	2.3%	15.4	15.2	14.2	654,946	13.2	666,600	-1.0 11,654
33249 CHILDHOOD LEAD POISONING	95,297	60,026	69,995	72,350	2,355	3.4%	3.0	2.0	1.0	52,923	1.0	54,455	1,532

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **305 PUBLIC HEALTH SPEC REV FUND**  
 Department: **12 PUBLIC HEALTH**

Fund Manager: DIANE C HOLMGREN  
 Department Director: DIANE C HOLMGREN

		Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted		2005 Authorized FTE	2006 FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007		
					Amount	Change/Percent					FTE/Amount	FTE/Amount	
PREVENTION													
33251	COMMUNITY HEALTH EDUCATION	87,637	17,103	0			1.3	1.5	0.0	0			
	Fund Total	3,840,090	3,707,070	4,131,922	4,236,131	104,209 2.5%	60.1	59.9	54.7	3,093,787	53.8	3,157,419 -0.9 63,632	
	Percent Change from Previous Year		-3.5%	11.5%				-0.3%	-8.7%		-1.6%	2.1%	

# **Financing Reports**

## Financing by Major Object Code

Department: **12 PUBLIC HEALTH**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4301 NORMAL ACTIVITY SERVICES	3,840,090	3,707,073	4,131,922	4,236,131	104,209
<b>FEES, SALES AND SERVICES</b>	3,840,090	3,707,073	4,131,922	4,236,131	104,209
6917 REFUNDS - OVERPAYMENTS					
<b>MISCELLANEOUS REVENUE</b>	0	0	0	0	0
7305 TRANSFER FROM SPECIAL REVENUE FUND	53,497				
<b>TRANSFERS</b>	53,497	0	0	0	0
Fund Total	3,893,587	3,707,073	4,131,922	4,236,131	104,209

<b><u>Department Total</u></b>	<b><u>3,893,587</u></b>	<b><u>3,707,073</u></b>	<b><u>4,131,922</u></b>	<b><u>4,236,131</u></b>	<b><u>104,209</u></b>
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## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **305 PUBLIC HEALTH SPEC REV FUND**

Fund Manager: DIANE C HOLMGREN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

SALARY AND BENEFIT COSTS OF CITY EMPLOYEES WORKING FOR THE SAINT PAUL/RAMSEY COUNTY PUBLIC HEALTH DEPARTMENT ARE REIMBURSED BY RAMSEY COUNTY, AND THE COUNTY IS RESPONSIBLE FOR THE PORTION OF THE TAX LEVY THAT COVERS THESE EXPENSES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>12</b>	<b>PUBLIC HEALTH</b>					
33220	PUBLIC HEALTH SUPPORT SERVICES	425,174	488,258	636,490	657,125	20,635
33221	HEALTH BUILDING MAINTENANCE	184,634	185,740	215,752	222,317	6,565
33222	HEALTH LABORATORY	276,329	284,494	322,280	333,206	10,926
33223	BIRTH AND DEATH RECORDS	127,486	133,054	139,147	143,865	4,718
33224	COMPUTERIZED INFORMATION SERVICES	174,136	182,500	186,479	192,336	5,857
33225	DISEASE INVESTIGATION AND CONTROL	261,924	160,691	229,142	236,918	7,776
33226	COMMUNICABLE DISEASE CONTROL	169,314	188,675	168,324	226,650	58,326
33227	FAMILIES IN CRISIS	82,929	85,382	87,379	90,311	2,932
33231	CHS GRANT ADMINISTRATION	217,906	109,840	106,482	108,025	1,543
33232	HEALTH RECORDS	36,738	39,711	43,306	44,777	1,471
33233	FAMILY PLANNING PROGRAM	253,094	245,296	345,274	356,059	10,785
33234	IMMUNIZATION PROGRAM	169,280	119,011	106,844	114,142	7,298
33238	WOMEN'S HEALTH CLINIC	4,772	28,057			
33239	HEALTH LABORATORY-SPECIAL	77,583	79,759	81,666	84,405	2,739
33240	LEAD BASED PAINT HAZ CNTRL PROG	210,690	227,975	263,634	195,179	-68,455
33241	REPRO HLTH SCREEN & DISEASE PREVENT	26,842	9,660			
33242	SEXUALLY TRANSMITTED DISEASE CONT'L	44,402	46,779	45,911	47,468	1,557
33243	AIDS SCREENING & PREVENTION PROGRAM	54,218	96,478	93,701	96,840	3,139
33244	PREVENTIVE MEDICINE	126,732	133,154	128,053	132,576	4,523
33247	SUPPLEMENTAL FOOD (W.I.C.)	786,470	785,429	862,063	881,582	19,519
33249	CHILDHOOD LEAD POISONING PREVENTION	95,297	60,027	69,995	72,350	2,355
33251	COMMUNITY HEALTH EDUCATION	87,637	17,103			
<b>Department Total</b>		<b>3,893,587</b>	<b>3,707,073</b>	<b>4,131,922</b>	<b>4,236,131</b>	<b>104,209</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS						
INTERGOVERNMENTAL REVENUE						
		3,840,090	3,707,073	4,131,922	4,236,131	104,209
FEES, SALES AND SERVICES						
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE						
TRANSFERS						
		53,497				
FUND BALANCES						
<b>Total Financing by Object</b>		<b>3,893,587</b>	<b>3,707,073</b>	<b>4,131,922</b>	<b>4,236,131</b>	<b>104,209</b>



# **Personnel Reports**

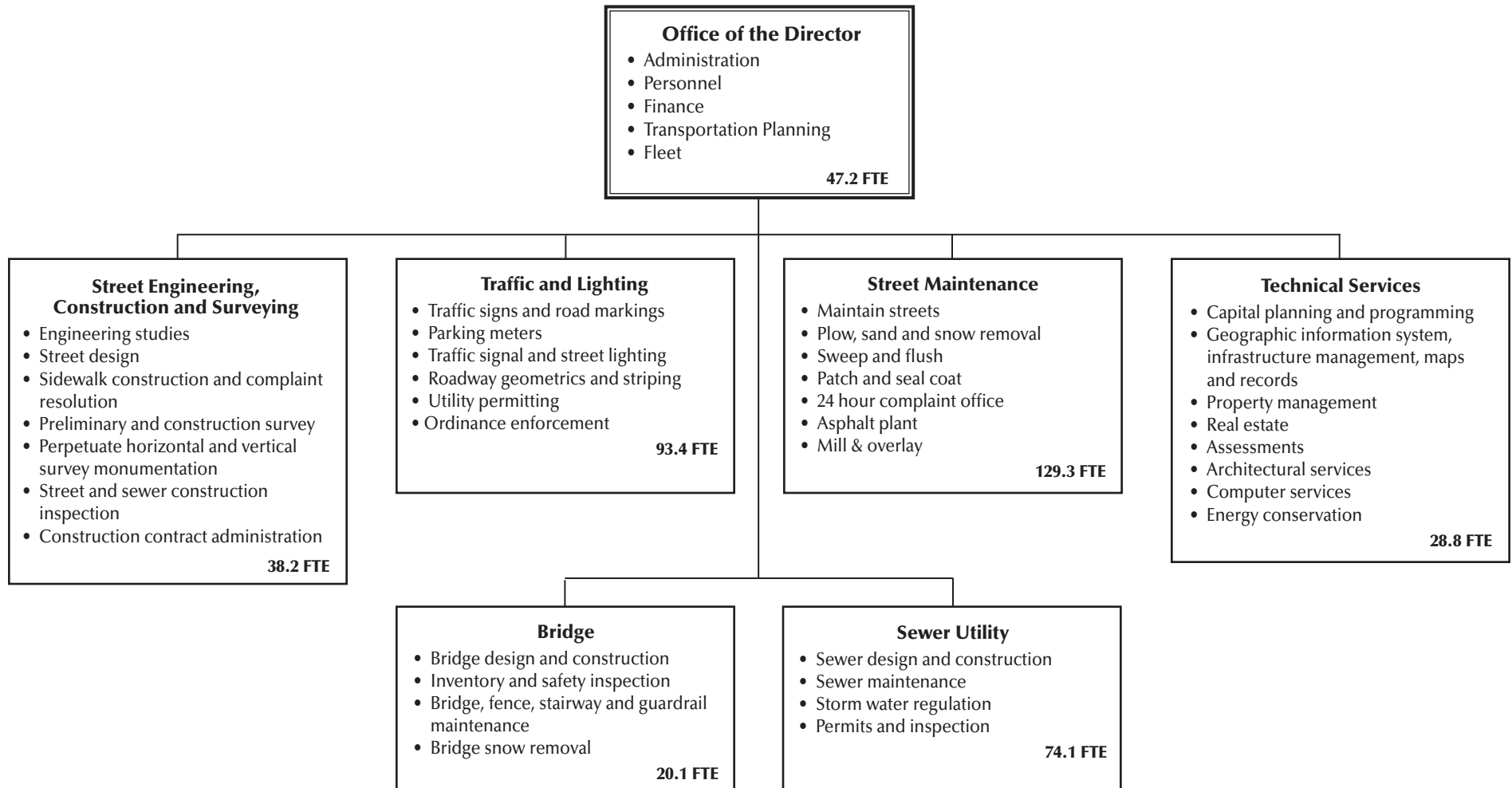
**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
12	PUBLIC HEALTH					
1220	PUBLIC HEALTH SPECIAL FUND					
	33220 PUBLIC HEALTH SUPPORT SERVICES	5.5	5.5	7.5	7.5	0.0
	33221 HEALTH BUILDING MAINTENANCE	3.0	3.0	3.0	3.0	0.0
	33222 HEALTH LABORATORY	3.7	3.9	3.9	3.9	0.0
	33223 BIRTH AND DEATH RECORDS	2.5	2.5	2.5	2.5	0.0
	33224 COMPUTERIZED INFORMATION SERVICES	2.0	2.0	2.0	2.0	0.0
	33225 DISEASE INVESTIGATION AND CONTROL	2.5	2.5	2.0	2.0	0.0
	33226 COMMUNICABLE DISEASE CONTROL	2.4	2.9	2.4	3.4	1.0
	33227 FAMILIES IN CRISIS	1.0	1.0	1.0	1.0	0.0
	33231 CHS GRANT ADMINISTRATION	2.6	2.5	0.5	0.5	0.0
	33232 HEALTH RECORDS	0.5	0.5	0.5	0.5	0.0
	33233 FAMILY PLANNING PROGRAM	3.7	4.3	4.7	4.7	0.0
	33234 IMMUNIZATION PROGRAM	3.2	2.8	1.7	1.8	0.1
	33239 HEALTH LABORATORY-SPECIAL	1.0	1.0	1.0	1.0	0.0
	33240 LEAD BASED PAINT HAZ CNTRL PROG	2.8	3.0	3.0	2.0	-1.0
	33241 REPRO HLTH SCREEN & DISEASE PREVENT	0.5	0.5			0.0
	33242 SEXUALLY TRANSMITTED DISEASE CONT'L	0.4	0.5	0.4	0.4	0.0
	33243 AIDS SCREENING & PREVENTION PROGRAM	0.6	0.6	1.1	1.1	0.0
	33244 PREVENTIVE MEDICINE	2.5	2.2	2.3	2.3	0.0
	33247 SUPPLEMENTAL FOOD (W.I.C.)	15.4	15.2	14.2	13.2	-1.0
	33249 CHILDHOOD LEAD POISONING PREVENTION	3.0	2.0	1.0	1.0	0.0
	33251 COMMUNITY HEALTH EDUCATION	1.3	1.5	0.0		0.0
	<b>Division Total</b>	<b>60.1</b>	<b>59.9</b>	<b>54.7</b>	<b>53.8</b>	<b>-0.9</b>
	<b>Department Total</b>	<b>60.1</b>	<b>59.9</b>	<b>54.7</b>	<b>53.8</b>	<b>-0.9</b>

# 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 431.1 FTEs)**

## About the Department of Public Works

### What We Do (Description of Services)

Public Works is one of the key departments responsible for maintaining the "face" of the City, and we make sure that:

- Streets are kept clean, plowed and have routine surface maintenance;
- Sanitary sewer and lift stations are free of blockage, collapse and extraordinary infiltration of ground water;
- Storm sewers are operational and transmitting environmentally safe flow to the appropriate lakes, streams or the river;
- Flood protection levees and pumping facilities are well maintained and prepared for floods;
- Alleys are maintained to the level of service customers expect (paved, oiled, dirt);
- Sidewalks are maintained properly for our pedestrian public;
- Street lights are lit and maintained;
- Traffic signals in Saint Paul and surrounding communities are functioning safely and maintained;
- Traffic signs are in place and maintained;
- Equipment for maintenance work is maintained and available for use; and
- Engineering services (design, survey, inspection and administration) are provided for street, sewer, traffic, and bridge construction projects.

### Statistical Profile

- Sewer Utility Bond Rating maintained by Standard and Poor's of AAA and was upgraded to Aa2 by Moody's Investors Service.
- Saint Paul has:
  - 851 miles of streets
  - 804 miles of sanitary sewers
  - 450 miles of storm sewers
  - 1007 miles of sidewalks
  - Over 30,000 street lights
  - 471 signalized intersections
  - 371 bridges

### 2006-2007 Accomplishments

Public Works prides itself on being systematic and preventive in maintenance, having accomplished the following:

- Entering the tenth consecutive year in 2007, funding approximately \$6.2 million annually in sewer rehabilitation projects, as part of our 20-year sewer rehabilitation program;
- Continue to provide annual funding for \$1.7 million of major sewer repair projects each year to minimize disruption and property damage by prompt attention to problem areas;
- Began major sewer tunnel repair in 2007 with approximately \$3 million in funding;
- Initiated a pilot project to demonstrate methods for the reduction of storm water infiltration into sanitary sewers;
- Chip sealed streets and alleys in 12.5% of the City on an annual basis (an eight year cycle);
- Mill and overlay program for city streets is approximately 4 miles for 2006 and 2007;
- A new salt storage building with an estimated storage capacity of 7,000 tons was completed in 2006;
- Completed a pilot program of training underserved community members and providing good paying summer temporary employment;
- Completed four RSVP projects in 2006: Arlington/Pascal, Baker/Bellows, Chatsworth/Goodrich, and Orange/Park.
- Began four new RSVP projects in 2007: Hubbard/Griggs, Griggs/Jefferson, White Bear/Burns, and Seventh/Bay;
- An E85 fueling site will be operational at the Dale Street facility for the summer of 2007;
- A new DOT truck inspection program was initiated and units are no longer out of service due to pending inspections;
- Held the first annual all employee conference on May 1, 2007;
- Established an employee and stakeholder team to review our mission and vision in alignment with citywide strategies;
- Hired a Marketing and Public Relations Manager in 2007 to assist in improving our communication with the public and media;
- Established a Safe Routes to School Committee and dedicated more staff time to school safety reviews; and
- Secured \$6 million in Federal funding for 2009 and 2010 for City bridge replacements.

## Key Performance Measures

<b>Performance Objective:</b> Provide an environmentally safe sewage transmission system to Saint Paul customers at a reasonable price.				
<b>Performance Indicator:</b> Residential Sanitary Sewer rates, average estimated annual cost per homeowner, annual percentage increase.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Residential Sanitary Sewer Rates per ccf	\$2.62	\$2.66	\$2.71	\$2.85
Average Annual Cost per homeowner (84 ccf)	\$220.8	\$223.44	\$227.91	\$239.31
Percent increase over prior year	3.0%	1.5%	2.0%	5%

<b>Performance Objective:</b> Provide a full range of right-of-way maintenance services to Saint Paul customers.				
<b>Performance Indicator:</b> Residential Right-of-Way (ROW) rate, average estimated annual cost per homeowner, annual percentage increase.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Residential ROW Maintenance Rate per foot	\$2.20	\$2.29	\$2.46	\$2.78
Average Annual cost per homeowner (50 ft)	\$110.00	\$114.50	\$123.00	\$138.99
Percent increase over prior years	21.5%	4.1%	7.9%	13%

<b>Performance Objective:</b> Continually renew our street infrastructure assets.				
<b>Performance Indicator:</b> Miles of street reconstructed annually				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Miles of street reconstructed	8.1	15.2	9.9	12.6
Percent of total street miles	1.0%	1.8%	1.2%	1.5%

<b>Performance Objective:</b> Quickly and efficiently remove snow from City streets, and communicate effectively with the public.				
<b>Performance Indicator:</b> Snow emergencies per year, tickets issued, cars towed, snow removal hours of 96 hour snow emergency.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Snow Emergencies	4	2	4	4
Tickets issued	16,247	6,048	12,800	12,800
Vehicles Towed	3,686	1,673	3,200	3,200
Snow removal time (hours)	24	24	24	24

<b>Performance Objective:</b> Create a comprehensive funding program to facilitate our services to customers.				
<b>Performance Indicator:</b> Revenue mix, and percentage General Fund.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
General Fund	\$2.1 M	\$1.5 M	\$1.6 M	\$1.7 M
Special Funds	\$118.3 M	\$119.3 M	\$123.2 M	\$137.1 M
Capital Programs	\$38.7 M	\$31.9 M	\$35.6 M	\$32.6 M
Total Annual Programs	\$159.1 M	\$152.7 M	\$160.4 M	\$171.4 M
Percent General Fund	1.3%	1.0%	1.0%	1.0%

# 2008 Budget Plan

## 2008 Priorities

- Continue to improve citizen communications on snow emergency procedures to improve compliance and plowing efficiency;
- Continue to make use of innovative technologies in traffic control to make streets safer for all people in Saint Paul;
- Continue to improve the look of our streets by aggressively targeting litter and cleanliness activities;
- Perform significant sidewalk replacement work in Invest St. Paul areas;
- Complete the planned portions of our 2007/2008 Residential Street Vitality Program projects which includes one Invest St. Paul area project;
- Work with Eureka Recycling to further enhance and streamline recycling programs for increased citizen participation;
- Aggressively seek improvement in internal safety programs to continue the benefits realized in work place safety and cost reduction;
- Continue evaluating particularly strenuous job duties to see if there are ways to minimize or eliminate work related injury;
- Hold the second annual all employee conference that will build department esprit de corps through training, motivation and shared experience;
- Improve communication with the public and the media to tell the department's story and help the public understand what Public Works does, what to expect, and who to call when they have concerns;
- Coordinate employee training to ensure that staff is trained to provide good service to customers and provide career opportunities for employees;
- Coordinate and manage the retrofitting of city-owned buildings to reduce energy use and carbon dioxide emissions;
- Implement a pilot project to install laptop computers in Traffic Division field trucks.

## 2008 Budget Explanation

### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

### Mayor's Recommendation

The proposed general fund budget is \$1,677,291, an increase of \$48,827 from the 2007 adopted budget. Included in this increase was \$57,115 due to the add-back of some one-time spending reductions from 2007 for properties which do not pay assessment charges. Special fund budgets total \$137,158,694 which is an increase of \$13,940,719.

Overall, this budget maintains or increases service levels. The recommended budget includes the following rate increases:

Sanitary Sewer:	5%
Storm Sewer:	10%
ROW Maintenance:	13% non-downtown properties; 16% downtown.
Recycling Charges:	11%

Expenses included in this increase are largely for material and other input costs. The Asphalt plant has seen bitumen costs increase by over \$900,000. In the Right of Way Fund, asphalt costs increased \$300,000; streetlight electricity, \$200,000; light pole painting, \$100,000; salt and noxious weed removal, \$100,000 each. The ROW Maintenance Assessment increase will need to be nearly as large for each of the following two years 2009-2010 to support higher costs, regain structural balance in this fund and maintain an adequate cash balance.

Significant changes to the Sewer Utility Fund include an internal loan of \$3.3 million for capital improvements to City Hall and the City Hall Annex. This fund will also transfer a total of \$6 million to the General Debt Service fund to reimburse for principal & interest on past sewer separation bonds paid in full by the General Debt Service Budget in previous years. This reflects an increase of \$632,000 from 2007.

The proposed budget for Public Works reflects the department's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the General (or Special) Fund Highlights.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Public Works Department budget and recommendation as proposed by the Mayor, and approved the following changes:

- increased transfers to capital improvement budget by \$722,568 to reflect that the work on these projects will be completed in the capital budget
- reduced parking revenues transferred to the general fund by \$300,000 to reflect anticipated collections
- eliminated loan repayment of \$150,000 from the Solid Waste fund after this loan was pre-paid in full during 2007
- added \$38,500 for debt payment to finance sidewalk maintenance through bonds
- increased the transfer from the Solid Waste fund to the general fund by \$75,000 for citywide recycling efforts

The 2008 Adopted budget is \$1,677,291 in the general fund and \$137,544,762 in special funds, which includes 431.1 FTEs, with 12.1 in the general fund and 419.0 in special funds.



# **Spending Reports**

# Public Works

Department/Office Director: **BRUCE E BEESE**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	2,103,283	1,537,719	1,628,464	1,677,291	1,677,291		48,827
205 PUBLIC WORKS ENGINEERING FUND	7,046,386	6,644,103	8,395,859	8,094,715	8,094,715		-301,144
225 RIGHT OF WAY MAINTENANCE FUND	25,577,987	26,219,138	24,815,952	27,214,856	27,223,510	8,654	2,407,558
230 PARKING METER COLLECTION AND FINES	5,430,927	5,552,924	6,358,902	6,055,672	5,755,672	-300,000	-603,230
231 LIGHTING ASSESSMENT DISTRICTS	135,606	150,599	139,095	165,209	165,209		26,114
232 SOLID WASTE & RECYCLING	2,553,250	2,797,389	3,284,017	3,492,244	3,417,244	-75,000	133,227
233 ENERGY CONSERVATION INVESTMENT				386,989	386,989		386,989
240 TRAFFIC, SIGNAL, & LGHTG MTCE	9,734,386	10,248,513	11,670,409	12,397,909	12,397,909		727,500
245 ASPHALT PLANT INTERNAL SERVICE	1,906,467	2,242,794	2,624,674	3,556,507	3,556,507		931,833
250 PUBLIC WORKS EQUIPMENT SERVICE	5,133,738	5,006,637	5,784,564	6,327,083	6,327,083		542,519
255 PUB.WKS.ADMIN & SPPT.SERVICES	5,643,722	6,147,102	5,926,993	9,076,673	9,799,241	722,568	3,872,248
260 SEWER UTILITY	42,803,340	44,493,272	54,217,510	60,390,837	60,420,683	29,846	6,203,173
Total Spending by Unit	<b>108,069,093</b>	<b>111,040,190</b>	<b>124,846,439</b>	<b>138,835,985</b>	<b>139,222,053</b>	<b>386,068</b>	<b>14,375,614</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	20,318,827	19,761,367	23,886,522	24,803,911	24,803,911		917,389
SERVICES	17,306,129	16,408,060	19,752,485	21,024,089	20,895,027	-129,062	1,142,542
MATERIALS AND SUPPLIES	10,997,618	11,582,770	11,475,496	13,975,783	14,170,913	195,130	2,695,417
EMPLOYER FRINGE BENEFITS	8,376,377	8,496,768	8,749,697	9,657,513	9,657,513		907,816
MISC TRANSFER CONTINGENCY ETC	39,350,723	42,661,709	49,135,483	56,397,211	59,395,711	2,998,500	10,260,228
DEBT	8,731,414	9,376,319	8,578,792	6,809,839	6,809,839		-1,768,953
STREET SEWER BRIDGE ETC IMPROVEMENT		4,930					
EQUIPMENT LAND AND BUILDINGS	2,988,006	2,748,268	3,267,964	6,167,639	3,489,139	-2,678,500	221,175
Total Spending by Object	<b>108,069,093</b>	<b>111,040,190</b>	<b>124,846,439</b>	<b>138,835,985</b>	<b>139,222,053</b>	<b>386,068</b>	<b>14,375,614</b>
Percent Change from Previous Year		<b>2.7%</b>	<b>12.4%</b>	<b>11.2%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>11.5%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	2,103,283	1,537,719	1,628,464	1,677,291	1,677,291		48,827
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS	1,118,983	1,127,242	1,210,000	1,268,000	1,268,000		58,000
INTERGOVERNMENTAL REVENUE	9,487,784	9,462,813	9,341,588	9,383,293	9,130,860		-210,728
FEES, SALES AND SERVICES	62,269,101	61,400,570	66,965,113	69,879,379	70,137,479		3,172,366
ENTERPRISE AND UTILITY REVENUES	22,070	34,223	17,000	20,000	20,000		3,000
MISCELLANEOUS REVENUE	23,409,717	27,752,044	29,949,009	38,264,086	38,897,786		8,948,777
TRANSFERS	4,511,230	5,268,818	3,426,231	4,352,676	4,218,703		792,472
FUND BALANCES			12,309,034	13,991,260	13,871,934		1,562,900
Total Financing by Object	<b>102,922,168</b>	<b>106,583,429</b>	<b>124,846,439</b>	<b>138,835,985</b>	<b>139,222,053</b>	<b>386,068</b>	<b>14,375,614</b>
Percent Change from Previous Year		<b>3.6%</b>	<b>17.1%</b>	<b>11.2%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>11.5%</b>

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **07 PUBLIC WORKS**  
 Division: **0701 PUBLIC WORKS ADMINISTRATION**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: BRUCE E BEESE

TO PROVIDE MANAGEMENT AND SUPPORT SERVICES TO THE OPERATING DIVISIONS IN THE DEPARTMENT OF PUBLIC WORKS. NOTE: MUCH OF THIS PROGRAMMING AND FINANCING HAS TRANSITIONED FROM THE GENERAL FUND TO THE ADMINISTRATION SPECIAL FUND 255 OVER THE PAST SEVERAL YEARS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2005	2006	2007	2008			2005	2006	2007	2008
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Adopted	Change from
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	2007
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES	253,044	180,263	172,018	180,151	8,133 4.7%					
MATERIALS AND SUPPLIES	8,124		277	45,523	45,246 *****					
EMPLOYER FRINGE BENEFITS	3,024	3,493	18,500	0	-18,500 -100.0%					
MISC TRANSFER CONTINGENCY ETC	7,191	7,191	7,191	7,191						
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Division Total	<b>271,383</b>	<b>190,947</b>	<b>197,986</b>	<b>232,865</b>	<b>34,879 17.6%</b>					
<b>by Activity</b>										
02000 DIRECTOR'S OFFICE: PUBLIC WORKS	88,259	75,791	82,830	77,707	-5,123 -6.2%					
02010 XCEL ENERGY PERMITTING COSTS	175,000	115,156	115,156	155,158	40,002 34.7%					
02025 PERSONNEL & CLERICAL:PUB WKS	8,124		0	0						
Division Total	<b>271,383</b>	<b>190,947</b>	<b>197,986</b>	<b>232,865</b>	<b>34,879 17.6%</b>					<b>0.0 0</b>
Percent Change from Previous Year		<b>-29.6%</b>	<b>3.7%</b>							

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **07 PUBLIC WORKS**  
 Division: **0710 ENGINEERING DIVISION**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: JOHN P MACZKO

TO BE RESPONSIBLE FOR PLANNING, PROGRAMMING, DESIGN, CONSTRUCTION AND USE OF STREETS AND BRIDGES. NOTE: SOME PROGRAMMING AND FINANCING FOR THIS HAS TRANSITIONED FROM THE GENERAL FUND TO THE SPECIAL FUND 205 DURING THE PAST SEVERAL YEARS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008			2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007 FTE/Amount		
				Council Adopted						Council Adopted				
				Amount	Change/Percent					FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	414,327	400,307	421,580	432,798	11,218	2.7%								
SERVICES	14,561	15,253	23,332	25,283	1,951	8.4%								
MATERIALS AND SUPPLIES			19,064	19,064										
EMPLOYER FRINGE BENEFITS	132,632	127,017	128,765	133,507	4,742	3.7%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Division Total	561,520	542,577	592,741	610,652	17,911	3.0%								
<b>by Activity</b>														
02105 TRANSPORTATION PLANNING	19,640	21,647	21,818	22,471	653	3.0%	0.2	0.2	0.2	16,613	0.2	17,028		415
02150 STREET ENGINEERING: PUB.WKS.	168,809	161,642	180,249	185,295	5,046	2.8%	2.0	1.8	1.8	115,652	1.8	118,620		2,968
02170 BRIDGE ENGINEERING: PUB.WKS.	85,747	93,669	97,660	100,582	2,922	3.0%	0.9	0.9	0.9	74,166	0.9	76,004		1,838
02180 CONSTRUCTION INSPECTION: P.W.	108,234	98,105	116,299	120,369	4,070	3.5%	1.1	1.1	1.1	85,917	1.1	88,064		2,147
02190 SURVEY SECTION: PUBLIC WORKS	179,090	167,515	176,715	181,935	5,220	3.0%	2.2	2.2	2.2	129,232	1.7	133,082	-0.5	3,850
Division Total	561,520	542,577	592,741	610,652	17,911	3.0%	6.4	6.2	6.2	421,580	5.7	432,798	-0.5	11,218
Percent Change from Previous Year		-3.4%	9.2%					-3.1%	0.0%				-8.1%	2.7%

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

Department: **07 PUBLIC WORKS**

Division Manager: PAUL A ST.MARTIN

Division: **0732 TRAFFIC, SIGNAL & LIGHT'G MAINT.**

Division Mission:

TO PROVIDE SAFE, EFFICIENT, ECONOMICAL TRAFFIC CONTROL AND ENHANCE SAFETY WITH EFFICIENT STREET LIGHTING FOR THE CITIZENS AND BUSINESSES IN SAINT PAUL.  
NOTE: MUCH OF THE PROGRAMMING AND FINANCING FOR THIS HAS BEEN TRANSITIONED INTO SPECIAL FUND 240 OVER THE PAST SEVERAL YEARS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount	2007 FTE/Amount	
<b>by Type of Expenditure</b>													
SALARIES	541,733	390,076	388,134	429,485	41,351	10.7%							
SERVICES	277,385	152,214	134,529	129,071	-5,458	-4.1%							
MATERIALS AND SUPPLIES	275,030	135,036	155,460	128,873	-26,587	-17.1%							
EMPLOYER FRINGE BENEFITS	176,232	126,868	159,614	146,345	-13,269	-8.3%							
MISC TRANSFER CONTINGENCY ETC													
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS													
Division Total	<b>1,270,379</b>	<b>804,195</b>	<b>837,737</b>	<b>833,774</b>	<b>-3,963</b>	<b>-0.5%</b>							
<b>by Activity</b>													
02155 TRAFFIC ENGR'G: PUB.WKS.- GF	679,303	466,301	511,098	513,681	2,583	0.5%	7.8	4.9	4.9	291,512	4.9	327,622	36,110
02157 TRAFFIC CALMING	111,253	161,083	148,439	141,910	-6,529	-4.4%	1.5	1.5	1.5	96,622	1.5	101,863	5,241
02280 TRAFFIC LIGHT'G & SIGNALS	308,626	176,810	178,200	178,183	-17	0.0%							
02282 SIGNAL OPERATIONS & MAINT.-GF	142,760		0	0									
02283 LIGHTING OPERATIONS & MAINTENANCE	28,437												
Division Total	<b>1,270,379</b>	<b>804,195</b>	<b>837,737</b>	<b>833,774</b>	<b>-3,963</b>	<b>-0.5%</b>	<b>9.3</b>	<b>6.4</b>	<b>6.4</b>	<b>388,134</b>	<b>6.4</b>	<b>429,485</b>	<b>0.0</b>
Percent Change from Previous Year		<b>-36.7%</b>	<b>4.2%</b>				<b>-31.2%</b>	<b>0.0%</b>				<b>0.0%</b>	<b>10.7%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **205 PUBLIC WORKS ENGINEERING FUND**  
 Department: **07 PUBLIC WORKS**  
 Fund Purpose:

Fund Manager: JOHN P MACZKO  
 Department Director: BRUCE E BEESE

TO BE RESPONSIBLE FOR PLANNING, PROGRAMMING, DESIGN, CONSTRUCTION AND USE OF STREETS AND BRIDGES

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount		
<b>by Type of Expenditure</b>													
SALARIES	3,498,298	3,186,237	3,837,034	3,956,481	119,447	3.1%							
SERVICES	1,507,189	1,425,883	1,929,306	2,078,407	149,101	7.7%							
MATERIALS AND SUPPLIES	294,421	197,299	367,583	459,562	91,979	25.0%							
EMPLOYER FRINGE BENEFITS	1,364,018	983,281	1,262,110	1,224,791	-37,319	-3.0%							
MISC TRANSFER CONTINGENCY ETC	294,337	646,736	652,734	87,844	-564,890	-86.5%							
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS	88,123	204,668	347,092	287,630	-59,462	-17.1%							
Spending Total	<b>7,046,386</b>	<b>6,644,103</b>	<b>8,395,859</b>	<b>8,094,715</b>	<b>-301,144</b>	<b>-3.6%</b>							
<b>by Activity</b>													
12100 MUNICIPAL ENGR. ADMIN.	881,182	243,278	500,000		-500,000	-100.0%							
12101 OFFICE ENGINEER ADMINISTRATION	344,564	335,162	451,858	447,834	-4,024	-0.9%							
12102 COMPUTER SERVICES: PUB WKS	230,269	214,582	235,124	239,148	4,024	1.7%							
12103 ASSET MANAGEMENT	30,613	183,160											
12105 TRANSPORTATION PLANNING	199,098	274,988	383,696	393,065	9,369	2.4%	1.3	2.3	2.3	186,172	2.3	193,982	7,810
12110 CAPITAL FORECASTING & PROGRAMMING	258,065	315,850	541,255	555,697	14,442	2.7%	1.5	1.5	1.4	134,939	1.4	138,677	3,738
12115 PW - TECHNICAL SERVICES	955,657	888,763	1,268,056	1,290,712	22,656	1.8%	8.9	7.6	7.1	450,360	7.1	470,022	19,662
12150 STREET DESIGN - PROJECTS	1,123,910	799,201	1,077,009	1,130,427	53,418	5.0%	13.7	11.0	10.3	667,693	10.3	688,499	20,806
12155 TRAFFIC ENGR'G - PROJECTS	504,396	549,624	555,455	573,873	18,418	3.3%	5.7	5.7	5.7	364,054	5.7	362,766	-1,288
12160 SEWER DESIGN - PROJECTS	426,873	502,252	658,810	679,344	20,534	3.1%	6.0	6.5	6.5	411,929	6.5	422,835	10,906
12170 BRIDGE ENG. - PROJECTS	531,943	530,556	616,823	634,446	17,623	2.9%	5.7	5.7	5.7	366,694	5.7	378,725	12,031
12180 CONSTRUCTION - PROJECTS	902,855	1,090,956	1,003,359	1,053,700	50,341	5.0%	9.2	10.4	10.6	638,233	10.6	655,763	17,530
12190 SURVEY - PROJECTS	656,961	715,730	1,104,414	1,096,469	-7,945	-0.7%	11.7	12.7	12.7	616,960	12.7	645,212	28,252
Fund Total	<b>7,046,386</b>	<b>6,644,103</b>	<b>8,395,859</b>	<b>8,094,715</b>	<b>-301,144</b>	<b>-3.6%</b>	<b>63.7</b>	<b>63.4</b>	<b>62.3</b>	<b>3,837,034</b>	<b>62.3</b>	<b>3,956,481</b>	<b>0.0</b>
Percent Change from Previous Year		<b>-5.7%</b>	<b>26.4%</b>				<b>-0.5%</b>	<b>-1.7%</b>				<b>0.0%</b>	<b>3.1%</b>



**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **230 PARKING METER COLLECTION AND FINES**Department: **07 PUBLIC WORKS**

Fund Purpose:

Fund Manager: PAUL A ST.MARTIN

Department Director: BRUCE E BEESE

TO ACCOUNT FOR PARKING METER AND FINE REVENUES WHICH SUPPORT METER MAINTENANCE AND ENFORCEMENT.

		Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		Change from 2007	2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007		
					Council Adopted						Council Adopted				
					Amount	Change/Percent				FTE/Amount	FTE/Amount		FTE/Amount		
<b>by Type of Expenditure</b>															
SALARIES		149,630	178,748	210,056	219,859	9,803	4.7%								
SERVICES		128,169	156,484	147,862	165,967	18,105	12.2%								
MATERIALS AND SUPPLIES		117,318	35,232	86,228	98,345	12,117	14.1%								
EMPLOYER FRINGE BENEFITS		51,413	55,021	61,259	61,736	477	0.8%								
MISC TRANSFER CONTINGENCY ETC		4,984,397	5,127,439	5,812,697	5,198,078	-614,619	-10.6%								
DEBT															
STREET SEWER BRIDGE ETC IMPROVEMENT															
EQUIPMENT LAND AND BUILDINGS				40,800	11,687	-29,113	-71.4%								
Spending Total		5,430,927	5,552,924	6,358,902	5,755,672	-603,230	-9.5%								
<b>by Activity</b>															
32210 SURFACE PARKING ENFORCEMENT		1,254,064	1,377,933	1,461,368	1,512,901	51,533	3.5%								
UNIT															
32211 PARK METER REV TRANS TO GEN		3,715,263	3,747,066	4,350,059	3,683,907	-666,152	-15.3%								
FUND															
32212 PARKING METER REPAIR		461,600	427,924	547,475	558,864	11,389	2.1%	4.5	4.6	4.8	210,056	4.8	219,859	9,803	
Fund Total		5,430,927	5,552,924	6,358,902	5,755,672	-603,230	-9.5%	4.5	4.6	4.8	210,056	4.8	219,859	0.0	9,803
Percent Change from Previous Year			2.2%	14.5%				2.2%	4.3%				0.0%	4.7%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **231 LIGHTING ASSESSMENT DISTRICTS**Department: **07 PUBLIC WORKS**

Fund Manager: PAUL A ST.MARTIN

Department Director: BRUCE E BEESE

Fund Purpose:

TO ACCOUNT FOR MAINTENANCE AND OPERATION OF STREET LIGHTING ASSESSMENT DISTRICTS THROUGHOUT THE CITY.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES	79,839	71,333	88,662	105,446	16,784 18.9%					
MATERIALS AND SUPPLIES	55,768	79,266	50,433	59,763	9,330 18.5%					
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>135,606</b>	<b>150,599</b>	<b>139,095</b>	<b>165,209</b>	<b>26,114 18.8%</b>					
<b>by Activity</b>										
32320 LIGHTING MAINT. ASSESSMENT DISTRICT	135,606	150,599	139,095	165,209	26,114 18.8%					
Fund Total	<b>135,606</b>	<b>150,599</b>	<b>139,095</b>	<b>165,209</b>	<b>26,114 18.8%</b>				<b>0.0</b>	<b>0</b>
Percent Change from Previous Year		<b>11.1%</b>	<b>-7.6%</b>							

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **232 SOLID WASTE & RECYCLING**Department: **07 PUBLIC WORKS**

Fund Manager: RICHARD A PERSON

Department Director: BRUCE E BEESE

Fund Purpose:

OVERSEE CONTRACTS WITH NEIGHBORHOOD ENERGY CONSORTIUM AND DISTRICT 14 FOR PROVISION OF RECYCLING SERVICES. ENSURE PASS-THROUGH OF SCORE FUNDING FROM RAMSEY COUNTY TO SUPPORT PROGRAM. COORDINATE ENFORCEMENT OF SOLID WASTE ORDINANCE. WORK WITH REFUSE HAULERS AND NEIGHBORHOODS ON REFUSE COLLECTION ISSUES. OVERSEE MANAGEMENT OF NEIGHBORHOOD CLEANUP PROGRAM. COOPERATE WITH THE PCA ON THE PIGS EYE LANDFILL CLEAN-UP. ACT AS CITY LIAISON WITH RAMSEY COUNTY ON LAKE JANE LANDFILL CLEAN-UP.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	64,846	60,399	68,984	97,865	28,881	41.9%								
SERVICES	2,465,454	2,516,040	2,829,398	3,002,214	172,816	6.1%								
MATERIALS AND SUPPLIES	2,350	1,397	12,006	10,647	-1,359	-11.3%								
EMPLOYER FRINGE BENEFITS	20,601	19,553	23,629	31,518	7,889	33.4%								
MISC TRANSFER CONTINGENCY ETC		200,000	350,000	275,000	-75,000	-21.4%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	2,553,250	2,797,389	3,284,017	3,417,244	133,227	4.1%								
<u>by Activity</u>														
32401 SOLID WASTE & RECYCLING	2,553,250	2,797,389	3,284,017	3,417,244	133,227	4.1%	1.0	1.0	1.0	68,984	1.0	97,865		28,881
Fund Total	2,553,250	2,797,389	3,284,017	3,417,244	133,227	4.1%	1.0	1.0	1.0	68,984	1.0	97,865	0.0	28,881
Percent Change from Previous Year		9.6%	17.4%				0.0%	0.0%				0.0%		41.9%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **233 ENERGY CONSERVATION INVESTMENT**  
 Department: **07 PUBLIC WORKS**  
 Fund Purpose:

Fund Manager: PAUL T KURTZ  
 Department Director: BRUCE E BEESE

This fund will be used to recommission City buildings to reduce overall operating costs.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Council Adopted Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES				71,342	71,342					
SERVICES				267,922	267,922					
MATERIALS AND SUPPLIES				25,000	25,000					
EMPLOYER FRINGE BENEFITS				22,725	22,725					
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	0	0	0	386,989	386,989 0.0%					
<b><u>by Activity</u></b>										
32501 ENERGY INITIATIVES/COORDINATION				386,989	386,989				1.0 71,342	1.0 71,342
Fund Total	0	0	0	386,989	386,989 0.0%				1.0 71,342	1.0 71,342
Percent Change from Previous Year		0.0%	0.0%							

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **240 TRAFFIC, SIGNAL, & LGHTG MTCE**Department: **07 PUBLIC WORKS**

Fund Manager: PAUL A ST.MARTIN

Department Director: BRUCE E BEESE

Fund Purpose:

TO MODIFY, INSTALL AND REPAIR DAMAGE TO THE TRAFFIC SIGNAL, STREET LIGHTING AND SIGNING SYSTEMS. TO MAINTAIN AND OPERATE THE ABOVE SYSTEMS. TO BILL THE GENERAL FUND FOR ROUTINE MAINTENANCE, PREVENTIVE MAINTENANCE & EXTRAORDINARY MAINTENANCE. TO BILL THE CAPITAL IMPROVEMENT PROJECTS FOR NEW INSTALLATIONS AND MAJOR IMPROVEMENTS. TO BILL INDIVIDUALS FOR REPAIR OF DAMAGED PROPERTY. TO ADMINISTER THE INSTALLATION OF PRIVATE BUS SHELTERS. TO ADMINISTER AND COORDINATE THE USE OF AND ENFORCEMENT ON THE CITY'S RIGHT OF WAY.

		Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)								
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007 FTE/Amount				
					Council Adopted					Council Adopted						
					Amount	Change/Percent				FTE/Amount	FTE/Amount					
<b>by Type of Expenditure</b>																
SALARIES		3,549,594	3,757,024	4,831,095	4,927,813	96,718	2.0%									
SERVICES		1,570,224	1,721,355	2,260,161	2,261,069	908	0.0%									
MATERIALS AND SUPPLIES		2,639,504	2,791,995	2,568,788	3,073,525	504,737	19.6%									
EMPLOYER FRINGE BENEFITS		1,727,418	1,739,948	1,887,381	2,036,939	149,558	7.9%									
MISC TRANSFER CONTINGENCY ETC		48,109	23,268	80,502	54,563	-25,939	-32.2%									
DEBT																
STREET SEWER BRIDGE ETC IMPROVEMENT																
EQUIPMENT LAND AND BUILDINGS		199,537	214,922	42,482	44,000	1,518	3.6%									
Spending Total		9,734,386	10,248,513	11,670,409	12,397,909	727,500	6.2%									
<b>by Activity</b>																
12005	TRAFFIC MAINTENANCE - PROJECTS	1,414,696	1,690,661	1,770,368	1,947,979	177,611	10.0%	19.2	21.7	19.0	940,836	19.0	967,393	26,557		
12006	SIGNAL MAINTENANCE - PROJECTS	1,729,887	1,738,313	2,534,019	2,331,326	-202,693	-8.0%	15.5	16.6	16.1	1,209,170	15.1	1,178,873	-1.0	-30,297	
12007	LIGHTING MAINTENANCE - PROJECTS	3,574,306	3,724,453	3,833,885	4,750,816	916,931	23.9%	23.1	23.3	20.4	1,536,461	22.4	1,740,835	2.0	204,374	
12008	BUS SHELTER ADMIN.	9,643	6,140	25,572	26,395	823	3.2%	0.1	0.1	0.2	12,413	0.2	13,567		1,154	
12009	TRAFFIC WAREHOUSE	1,673,816	1,697,234	1,563,283	1,492,406	-70,877	-4.5%	2.7	2.7	2.7	137,380	2.7	142,518		5,138	
12010	RESIDENTIAL PARKING PERMIT PRGM.	46,040	51,080	36,885	37,430	545	1.5%	0.3	0.3	0.3	15,141	0.3	16,120		979	
12012	GSOC/MAPS & RECORDS	219,195	135,403	313,229	300,536	-12,693	-4.1%	5.0	3.0	3.8	182,893	2.8	133,206	-1.0	-49,687	
12015	UTILITY & PERMITTEE ADMIN. & COORD.	1,066,805	1,205,230	1,593,168	1,511,021	-82,147	-5.2%	10.7	12.0	15.0	796,801	14.0	735,301	-1.0	-61,500	
Fund Total		9,734,386	10,248,513	11,670,409	12,397,909	727,500	6.2%	76.6	79.7	77.5	4,831,095	76.5	4,927,813	-1.0	96,718	
Percent Change from Previous Year			5.3%	13.9%				4.0%		-2.8%				-1.3%		2.0%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **245 ASPHALT PLANT INTERNAL SERVICE**Department: **07 PUBLIC WORKS**

Fund Manager: GARY L ERICHSON

Department Director: BRUCE E BEESE

Fund Purpose:

THE PURPOSE OF THE ASPHALT PLANT IS TO PRODUCE VARIOUS TYPES OF ASPHALT MIXTURES TO BE USED IN THE PATCHING, REPAIRING, AND GENERAL MAINTENANCE OF STREETS. IT IS CENTRALLY LOCATED FOR THE PRIMARY PURPOSE OF MINIMIZING TRAVEL TIME IN ADDITION TO PROVIDING QUICK ACCESS AND MINIMUM DOWNTIME WHILE LOADING. DURING THE SPRING POTHOLE SEASON, THE PLANT HAS AN EARLY START UP DATE TO PROVIDE HOT ASPHALT TO THE STREET REPAIR CREWS THUS ALLOWING PERMANENT REPAIRS TO BE MADE AS SOON AS POSSIBLE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	217,301	197,755	236,865	238,144	1,279	0.5%								
SERVICES	77,069	98,672	179,777	185,412	5,635	3.1%								
MATERIALS AND SUPPLIES	1,543,215	1,887,305	2,127,651	3,058,246	930,595	43.7%								
EMPLOYER FRINGE BENEFITS	68,881	59,062	80,381	74,705	-5,676	-7.1%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	1,906,467	2,242,794	2,624,674	3,556,507	931,833	35.5%								
<u>by Activity</u>														
12201 ASPHALT PLANT	1,906,467	2,242,794	2,624,674	3,556,507	931,833	35.5%	4.3	4.3	4.3	236,865	4.3	238,144	1,279	
Fund Total	1,906,467	2,242,794	2,624,674	3,556,507	931,833	35.5%	4.3	4.3	4.3	236,865	4.3	238,144	0.0	1,279
Percent Change from Previous Year		17.6%	17.0%				0.0%	0.0%				0.0%	0.5%	

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **250 PUBLIC WORKS EQUIPMENT SERVICE**Department: **07 PUBLIC WORKS**

Fund Manager: LARON A MUNDAHL

Department Director: BRUCE E BEESE

Fund Purpose:

THE MISSION OF PUBLIC WORKS MUNICIPAL EQUIPMENT IS TO PROVIDE A POOL OF RENTAL CARS, TRUCKS, SPECIALIZED VEHICLES AND EQUIPMENT. THIS EQUIPMENT IS RENTED TO PUBLIC WORKS DIVISIONS, OTHER CITY DEPARTMENTS AND OTHER GOVERNMENTAL AGENCIES. MUNICIPAL EQUIPMENT OPERATES A CITY-WIDE EQUIPMENT DISPATCHING SERVICE. IT ALSO REPAIRS AND MAINTAINS EQUIPMENT OWNED AND OPERATED BY PUBLIC WORKS DIVISIONS AND OTHER CITY DEPARTMENTS AND WRITES SPECIFICATIONS FOR PUBLIC WORKS VEHICLES AND EQUIPMENT, PURCHASES AND DISPOSES OF PUBLIC WORKS VEHICLES AND EQUIPMENT, PROVIDES EQUIPMENT RECORDS AND A COMPUTERIZED FUEL SYSTEM.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<u>by Type of Expenditure</u>														
SALARIES	1,131,176	1,092,420	1,244,501	1,276,747	32,246	2.6%								
SERVICES	651,133	659,007	669,579	711,225	41,646	6.2%								
MATERIALS AND SUPPLIES	2,063,813	2,301,272	2,054,367	2,505,301	450,934	22.0%								
EMPLOYER FRINGE BENEFITS	393,035	392,836	449,436	443,129	-6,307	-1.4%								
MISC TRANSFER CONTINGENCY ETC	10,062	1,037												
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	884,520	560,065	1,366,681	1,390,681	24,000	1.8%								
Spending Total	5,133,738	5,006,637	5,784,564	6,327,083	542,519	9.4%								
<u>by Activity</u>														
12202 PUB.WKS. EQUIPMENT SERVICES	5,133,678	5,005,600	5,784,564	6,327,083	542,519	9.4%	23.0	23.0	23.0	1,244,501	23.0	1,276,747		32,246
12205 MOTOR VEHICLE BUDGET	59	1,037												
Fund Total	5,133,738	5,006,637	5,784,564	6,327,083	542,519	9.4%	23.0	23.0	23.0	1,244,501	23.0	1,276,747	0.0	32,246
Percent Change from Previous Year		-2.5%	15.5%					0.0%	0.0%				0.0%	2.6%

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **255 PUB.WKS.ADMIN & SPPT.SERVICES**Department: **07 PUBLIC WORKS**

Fund Manager: BRUCE E BEESE

Department Director: BRUCE E BEESE

Fund Purpose:

TO PROVIDE MANAGEMENT AND SUPPORT SERVICES TO THE OPERATING DIVISIONS IN THE DEPARTMENT OF PUBLIC WORKS AND TO MANAGE THE CITY'S REAL ESTATE NEEDS WHICH INCLUDE ACQUIRING, DISPOSING AND LEASING CITY REAL PROPERTY, IMPROVEMENTS, PROCESSING PUBLIC IMPROVEMENT ASSESSMENTS AND ANNUAL OPERATION AND MAINTENANCE SERVICE CHARGES, MANAGING FINANCE AND MANAGEMENT SERVICES DEPARTMENT'S REAL ESTATE HOLDINGS, AND MANAGING THE CENTRAL ENERGY AND FACILITY MANAGEMENT PROGRAM.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	1,921,808	1,906,277	2,278,440	2,488,687	210,247	9.2%								
SERVICES	1,566,049	875,239	897,882	1,113,267	215,385	24.0%								
MATERIALS AND SUPPLIES	504,241	492,083	497,427	473,489	-23,938	-4.8%								
EMPLOYER FRINGE BENEFITS	590,108	588,376	782,534	804,797	22,263	2.8%								
MISC TRANSFER CONTINGENCY ETC	232,824	1,292,943	1,025,504	4,533,563	3,508,059	342.1%								
DEBT	134,672	143,369	253,017	253,017										
STREET SEWER BRIDGE ETC IMPROVEMENT		4,930												
EQUIPMENT LAND AND BUILDINGS	694,020	843,887	192,189	132,421	-59,768	-31.1%								
Spending Total	<b>5,643,722</b>	<b>6,147,102</b>	<b>5,926,993</b>	<b>9,799,241</b>	<b>3,872,248</b>	<b>65.3%</b>								
<b>by Activity</b>														
12300 DIRECTOR'S OFFICE	372,493	905,493	465,134	431,685	-33,449	-7.2%	2.7	2.7	2.7	249,314	2.7	259,039	9,725	
12303 MARKETING & PUBLIC RELATIONS				133,558	133,558						1.5	78,487	1.5	78,487
12320 ACCOUNTING AND PAYROLL	770,423	802,534	911,975	941,378	29,403	3.2%	11.0	11.0	11.0	591,264	11.0	610,596	19,332	
12321 OFFICE ADMINISTRATION	539,788	475,038	488,353	546,559	58,206	11.9%	4.0	4.0	4.0	216,266	4.5	264,864	0.5	48,598
12322 COMPUTER SERVICES	1,059,910	928,130	996,154	998,287	2,133	0.2%	0.9	0.9	1.0	39,114	1.0	40,519		1,405
12340 DESIGN GROUP	341,054	343,659	492,817	507,494	14,677	3.0%	4.8	3.8	4.5	293,691	4.5	308,404		14,713
12350 CITY HALL ANNEX - OPERATING	1,651,407	1,749,643	1,404,337	4,113,804	2,709,467	192.9%	3.4	3.5	3.5	186,234	3.5	192,125		5,891
12363 REAL ESTATE ADMIN & SERVICE FEES	813,414	833,490	1,031,683	1,264,234	232,551	22.5%	9.6	10.5	10.3	639,771	10.3	667,196		27,425
12375 SAFETY SERVICES	95,233	109,114	136,540	139,674	3,134	2.3%	1.0	1.0	1.0	62,786	1.0	67,457		4,671
12390 CHCH RENOVATION/IMPROVEMENTS				722,568	722,568									
Fund Total	<b>5,643,722</b>	<b>6,147,102</b>	<b>5,926,993</b>	<b>9,799,241</b>	<b>3,872,248</b>	<b>65.3%</b>	<b>37.4</b>	<b>37.4</b>	<b>38.0</b>	<b>2,278,440</b>	<b>40.0</b>	<b>2,488,687</b>	<b>2.0</b>	<b>210,247</b>
Percent Change from Previous Year		<b>8.9%</b>	<b>-3.6%</b>					<b>0.0%</b>	<b>1.6%</b>			<b>5.3%</b>	<b>9.2%</b>	

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **260 SEWER UTILITY**  
 Department: **07 PUBLIC WORKS**  
 Fund Purpose:

Fund Manager: BRUCE D ELDER  
 Department Director: BRUCE E BEESE

TO PROVIDE CITY RESIDENTS WITH AN ADEQUATE AND RELIABLE STORM, SANITARY AND/OR COMBINED SYSTEM THAT COMPLIES WITH FEDERAL AND STATE REQUIREMENTS AT A REASONABLE COST. THIS FUND DESIGNS, CONSTRUCTS, MAINTAINS AND OPERATES THE CITY'S SEWER SYSTEM. IT ACCOUNTS FOR THE COLLECTION OF MONIES TO PAY THE METROPOLITAN WASTE CONTROL COMMISSION, WATERSHED MANAGEMENT ORGANIZATION FUNCTIONS, SEWER AVAILABILITY CHARGE AND STORM SEWER SYSTEM CHARGE TRANSFERS. THE FUND FURTHER ACCOUNTS FOR COORDINATION WITH THE MINNESOTA POLLUTION CONTROL AGENCY, ENVIRONMENTAL PROTECTION AGENCY, METROPOLITAN COUNCIL AND OTHER ENVIRONMENTAL AGENCIES OR GROUPS AND THE UTILITY COMPANIES.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Council Adopted Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount			
<b>by Type of Expenditure</b>														
SALARIES	2,629,499	2,706,753	3,550,245	3,658,851	108,606	3.1%								
SERVICES	3,091,493	3,322,918	5,184,949	5,321,671	136,722	2.6%								
MATERIALS AND SUPPLIES	426,596	524,590	751,292	751,292										
EMPLOYER FRINGE BENEFITS	1,176,167	1,212,673	1,325,676	1,473,158	147,482	11.1%								
MISC TRANSFER CONTINGENCY ETC	26,159,142	27,449,386	34,030,853	41,425,169	7,394,316	21.7%								
DEBT	8,596,742	9,232,950	8,325,775	6,556,822	-1,768,953	-21.2%								
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS	723,700	44,002	1,048,720	1,233,720	185,000	17.6%								
Spending Total	42,803,340	44,493,272	54,217,510	60,420,683	6,203,173	11.4%								
<b>by Activity</b>														
22200 MAJOR SEWER SERVICE OBLIGATION	18,640,485	18,830,734	25,015,235	29,817,963	4,802,728	19.2%								
22201 SEWER MAINTENANCE	4,857,512	4,662,822	6,025,600	6,543,445	517,845	8.6%	45.7	45.7	44.2	2,164,904	45.7	2,317,723	1.5	152,819
22207 SEWER SYSTEM MANAGEMENT	576,867	666,616	1,229,088	1,184,356	-44,732	-3.6%	7.6	7.6	8.4	480,683	7.8	441,737	-0.6	-38,946
22208 REGIONAL ISSUES/MANDATES MGMNT.	170,601	169,938	173,609	179,308	5,699	3.3%	1.4	1.4	1.3	121,506	1.3	125,002		3,496
22209 SAC ADMIN & PROJECTS	104,144	573,168	101,976	1,383,421	1,281,445	1256.6%	0.6	0.6	0.4	21,458	0.1	8,371	-0.3	-13,087
22211 SEWER INFRASTRUCTURE MGMNT.	307,943	126,734	727,743	775,299	47,556	6.5%	3.9	3.9	4.4	216,612	4.6	249,349	0.2	32,737
22212 STORM SEWER SYSTEM CHARGE	245,977	201,025	377,632	323,339	-54,293	-14.4%	2.3	2.3	2.1	133,680	1.7	107,068	-0.4	-26,612
22214 INFLOW AND INFILTRATION		508	131,986	216,847	84,861	64.3%			1.5	95,709	2.2	156,857	0.7	61,148
22217 MAJOR SEWER REPAIR CONSTR.	3,562,425	3,018,796	1,903,000	1,961,000	58,000	3.0%								
22220 SEWER TUNNEL REHABILITATION			3,000,000	3,000,000										
22221 SEWER CONSTRUCTION	6,468,380	7,586,813	6,334,000	7,361,000	1,027,000	16.2%								
22222 REVENUE BOND DEBT SERVICE	6,320,286	6,300,119	5,408,510	3,640,000	-1,768,510	-32.7%								
22225 STORMWATER DISCHARGE MGMNT.	307,702	300,493	1,636,598	1,589,243	-47,355	-2.9%	3.2	3.2	3.1	208,776	2.1	148,438	-1.0	-60,338
22226 GOPHER STATE ONE-CALL	171,207	214,420	194,653	192,570	-2,083	-1.1%	2.4	2.4	2.2	106,917	2.1	104,306	-0.1	-2,611
22227 PRIVATE SEWER CONN. REPAIR PROG.	244,455	357,960	500,000	800,000	300,000	60.0%								
22304 DEBT SERVICE - 2004 BONDS	450,701	450,292	443,432	447,919	4,487	1.0%								
22306 2006 REVENUE BOND DEBT SERVICE		656,804	639,675	634,875	-4,800	-0.8%								
22398 DEBT SERVICE - 1998 BONDS	374,656	376,031	374,773	370,098	-4,675	-1.2%								
Fund Total	42,803,340	44,493,272	54,217,510	60,420,683	6,203,173	11.4%	67.1	67.1	67.6	3,550,245	67.6	3,658,851	0.0	108,606
Percent Change from Previous Year		3.9%	21.9%				0.0%	0.7%					0.0%	3.1%

# **Financing Reports**

## Financing by Major Object Code

Department: **07 PUBLIC WORKS**

### GENERAL FUND

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
2850 USE OF STREET - TEMPORARY					
<b>LICENSES AND PERMITS</b>	0	0	0	0	0
4397 PW COLLABORATIONS					
<b>FEES, SALES AND SERVICES</b>	0	0	0	0	0
6908 DAMAGE CLAIM RECOVERY FROM OTHERS	350				
6914 REFUNDS - JURY DUTY PAY	40				
<b>MISCELLANEOUS REVENUE</b>	390	0	0	0	0
7302 TRANSFER FROM ENTERPRISE FUND	234,600	393,590	259,694	259,694	
7303 TRANSFER FROM INTERNAL SERVICE FUND		1,000,000	500,000		-500,000
7305 TRANSFER FROM SPECIAL REVENUE FUND	363,200	782,400	1,032,400	1,107,400	75,000
<b>TRANSFERS</b>	597,800	2,175,990	1,792,094	1,367,094	-425,000
Fund Total	598,190	2,175,990	1,792,094	1,367,094	-425,000

## Financing by Major Object Code

Department: **07 PUBLIC WORKS**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
2800	PERMITS		250			
2830	CEMENT SIDEWALKS	14,274	13,543	15,000	13,000	-2,000
2832	SEWER - HOUSE CONNECTIONS	117,574	90,850	90,000	90,000	
2833	VACATION - STREETS AND ALLEYS	15,750	24,500	25,000	30,000	5,000
2850	USE OF STREET - TEMPORARY	960,783	987,759	1,080,000	1,135,000	55,000
2851	USE OF STREET - PERMANENT	1,002	895			
2852	USE OF STREET - VARIOUS LOCATIONS	9,600	9,445			
	<b>LICENSES AND PERMITS</b>	1,118,983	1,127,242	1,210,000	1,268,000	58,000
3403	MUNICIPAL STATE AID	3,195,648	3,404,733	3,087,000	3,027,500	-59,500
3450	TRUNK HIGHWAY FUNDS	302,264	302,264	302,264	403,018	100,754
3501	COUNTY AID	1,817,774	1,563,779	1,387,775	1,387,775	
3699	OTHER MISCELLANEOUS GRANTS	543,413	540,052	539,549	587,567	48,018
3705	CITY SHRE OF COUNTY COURT	3,628,685	3,651,985	4,025,000	3,725,000	-300,000
	<b>INTERGOVERNMENTAL REVENUE</b>	9,487,784	9,462,813	9,341,588	9,130,860	-210,728
4071	PARKING	1,333	1,392	571	1,000	429
4072	PARKING METERS	1,586,803	1,759,758	2,197,202	1,858,461	-338,741
4089	PENDING-CURRENT ASSESSMENT SEARCH	108		3,000		-3,000
4099	FEES - N.O.C.	46,268	40,131	40,000	40,000	
4202	ASPHALT	1,854,691	2,384,672	3,141,180	3,709,800	568,620
4204	MAPS, PUBLICATIONS & REPORTS	20,128	11,317	13,000	10,000	-3,000
4206	GAIN ON SALE OF ASSETS	53,823	9,988	55,000	55,000	
4215	SURPLUS - PURCHASING	803				
4272	METER HOODING	187,022	111,913	116,755	143,783	27,028
4299	SALES N.O.C.	134,972	168,484	120,000	135,000	15,000
4301	NORMAL ACTIVITY SERVICES	16,014,092	14,392,432	18,573,771	20,118,721	1,544,950
4306	DUPLICATING -XEROX-MULTILIT-ETC.	1				
4314	SANITARY SEWER BILL	29,433,398	28,906,224	28,828,923	28,739,021	-89,902
4317	STATE TRUCK HIGHWAY MAINTENANCE	100,755	100,755	100,754		-100,754
4323	VEHICLE MAINTENANCE	598,259	779,183	604,250	700,000	95,750

## Financing by Major Object Code

Department: **07 PUBLIC WORKS**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4390	STORM SEWER SYSTEM CHARGE	9,559,027	9,593,830	9,602,881	10,536,281	933,400
4392	SEWER CONNECTION REPAIR CHARGE		501,585	500,000	800,000	300,000
4399	SERVICES N.O.C.	2,677,618	2,638,906	3,067,826	3,290,412	222,586
	<b>FEES, SALES AND SERVICES</b>	62,269,101	61,400,570	66,965,113	70,137,479	3,172,366
5308	MISC NON-OPERATING INCOME	22,070		15,000		-15,000
5499	RENTALS N.O.C.		34,223	2,000	20,000	18,000
	<b>ENTERPRISE AND UTILITY REVENUES</b>	22,070	34,223	17,000	20,000	3,000
6001	CURRENT YEAR	11,855,020	11,186,279	20,922,061	23,338,775	2,416,714
6002	1ST YEAR DELINQUENT	221,593	247,190			
6003	2ND YEAR DELINQUENT	30,465	37,465			
6004	3RD YEAR DELINQUENT	13,057	8,722			
6005	4TH YEAR DELINQUENT	9,440	4,574			
6006	5TH YEAR AND PRIOR	10,452	9,913			
6007	PENALTIES & INT. P. I. R. ASSETS	126,875	134,703			
6008	TAX EXEMPT PROPERTIES	-311	-56,460			
6010	PREPAID ASSESSMENTS	6,977,241	7,852,347			
6107	PENALTIES AND INTERESTS-MISC.ASSESS			832,400	832,400	
6108	TAX EXEMPT PROPERTIES	44,450	73,041			
6201	BOND SALE			4,000,000	7,000,000	3,000,000
6301	SEWER AVAILABILITY CHARGE	1,885,550	1,292,600	600,000	1,300,000	700,000
6602	INTEREST ON INVESTMENTS	307,156	303,950	200,000	559,694	359,694
6605	OTHER INTEREST EARNED	9,889	6,890			
6606	INTEREST ON NOTES & LOANS RECEIVBLE	54,454	45,051	40,434	35,533	-4,901
6611	INC(DEC) FMV OF INVESTMENT	-108,746	974			
6801	RENTS	1,496,255	1,553,943	1,559,714	1,689,661	129,947
6900	OTHER MISCELLANEOUS REVENUE				37,500	37,500
6901	CASH OVER OR SHORT	1,101	4,809			
6907	COUNTY SHARE OF COST	8,822	9,012			
6908	DAMAGE CLAIM RECOVERY FROM OTHERS	295,530	331,747	280,000	280,000	

## Financing by Major Object Code

Department: **07 PUBLIC WORKS**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6914 REFUNDS - JURY DUTY PAY	335	776			
6915 REFUNDS - NOT OTHERWISE CLASSIFIED	6,200	111			
6917 REFUNDS - OVERPAYMENTS		4,012,879	1,100,000		-1,100,000
6922 REPAYMENT OF ADVANCE OR LOAN			414,400	252,166	-162,234
6928 RECOVERABLE ADVANCE FR GENERAL FUND				3,572,057	3,572,057
6965 REFUND FOR PRIOR YR OVERPAYMENT	291				
6969 CAPITAL ASSET CONTRIBUTION		643,741			
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	164,598	47,787			
<b>MISCELLANEOUS REVENUE</b>	<b>23,409,717</b>	<b>27,752,044</b>	<b>29,949,009</b>	<b>38,897,786</b>	<b>8,948,777</b>
7299 TRANSFER FROM GENERAL FUND	7,191	7,191	7,191	7,191	
7302 TRANSFER FROM ENTERPRISE FUND	246,095	868,560	82,330	202,753	120,423
7303 TRANSFER FROM INTERNAL SERVICE FUND	43,271	55,070		32,363	32,363
7305 TRANSFER FROM SPECIAL REVENUE FUND	4,122,004	2,895,973	3,246,363	3,841,396	595,033
7306 TRANSFER FROM CAP PROJ FUND-OTHER	92,669	108,031	23,500	135,000	111,500
7307 TRANSFER FROM TRUST FUND			66,847		-66,847
7499 TRANSFER IN - INTRAFUND - OTHER		4,930			
7603 PRIOR PERIOD ADJUSTMENT		1,329,063			
<b>TRANSFERS</b>	<b>4,511,230</b>	<b>5,268,818</b>	<b>3,426,231</b>	<b>4,218,703</b>	<b>792,472</b>
9830 USE OF FUND BALANCE			2,376,288	2,370,792	-5,496
9831 CONTRIBUTION TO FUND BALANCE					
9925 USE OF NET ASSETS			10,608,992	11,792,913	1,183,921
9926 CONTRIBUTION TO NET ASSETS			-676,246	-291,771	384,475
<b>FUND BALANCES</b>	<b>0</b>	<b>0</b>	<b>12,309,034</b>	<b>13,871,934</b>	<b>1,562,900</b>
<b>Fund Total</b>	<b>100,818,885</b>	<b>105,045,710</b>	<b>123,217,975</b>	<b>137,544,762</b>	<b>14,326,787</b>
<b>Department Total</b>	<b>101,417,075</b>	<b>107,221,700</b>	<b>125,010,069</b>	<b>138,911,856</b>	<b>13,901,787</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
02000	DIRECTOR'S OFFICE: PUBLIC WORKS	597,800	2,175,990	1,792,094	1,367,094	-425,000
02155	TRAFFIC ENGR'G: PUB.WKS.- GF	40				
02283	LIGHTING OPERATIONS & MAINTENANCE	350				
	<b>Department Total</b>	<b>598,190</b>	<b>2,175,990</b>	<b>1,792,094</b>	<b>1,367,094</b>	<b>-425,000</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	390				
	TRANSFERS	597,800	2,175,990	1,792,094	1,367,094	-425,000
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>598,190</b>	<b>2,175,990</b>	<b>1,792,094</b>	<b>1,367,094</b>	<b>-425,000</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **205 PUBLIC WORKS ENGINEERING FUND**

Fund Manager: JOHN P MACZKO

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND IS FINANCED PRIMARILY BY CHARGES TO SPECIFIC CAPITAL PROJECTS FOR ENGINEERING SERVICES PERFORMED. BOTH SPENDING AND FINANCING ARE DRIVEN BY THE CAPITAL PROJECTS SCHEDULED FOR A GIVEN YEAR.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
12100	MUNICIPAL ENGR. ADMIN.	-907,605	141,168	669,504	-20,505	-690,009
12110	CAPITAL FORECASTING & PROGRAMMING	9,200				
12115	PW - TECHNICAL SERVICES	1,043,586	1,075,058	958,140	974,153	16,013
12150	STREET DESIGN - PROJECTS	2,610,578	1,372,738	2,004,992	1,484,630	-520,362
12170	BRIDGE ENG.- PROJECTS	315,039		37,500	404,625	367,125
12180	CONSTRUCTION - PROJECTS	2,022,346	1,146,181	2,399,569	2,115,518	-284,051
12190	SURVEY - PROJECTS	1,437,551	778,369	1,694,559	1,392,119	-302,440
12160	SEWER DESIGN - PROJECTS	656,058	909,503	453,035	1,575,760	1,122,725
12155	TRAFFIC ENGR'G - PROJECTS	67,244	35,979	178,560	168,415	-10,145
	<b>Department Total</b>	<b>7,253,997</b>	<b>5,458,996</b>	<b>8,395,859</b>	<b>8,094,715</b>	<b>-301,144</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS	22,512	18,904	19,000	18,000	-1,000
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	7,014,110	5,435,022	7,707,355	8,097,220	389,865
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	6,225				
	TRANSFERS	211,150	5,070			
	FUND BALANCES			669,504	-20,505	-690,009
	<b>Total Financing by Object</b>	<b>7,253,997</b>	<b>5,458,996</b>	<b>8,395,859</b>	<b>8,094,715</b>	<b>-301,144</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **225 RIGHT OF WAY MAINTENANCE FUND**

Fund Manager: GARY L ERICHSON

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND HAS TWO PRIMARY FUNDING SOURCES. THEY CONSIST OF RIGHT OF WAY MAINTENANCE ASSESSMENTS FOR STREET MAINTENANCE ON CITY OWNED STREETS, SIDEWALKS, TRAFFIC LIGHTING MAINTENANCE, TREE TRIMMING AND TREE STUMP REMOVAL ; STATE AND COUNTY ROAD MAINTENANCE AID FOR STREETS WITH DESIGNATIONS OTHER THAN CITY STREETS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
42350	RIGHT OF WAY	5,913				
42310	ADMINISTRATION	20,284,531	19,868,513	3,335,541	3,181,105	-154,436
42316	STREET REPAIR & CLEAN'G EQUIPT.	803				
42318	FIELD OPERATIONS	2,112	10,040			
42340	BRIDGE,FENCE,STAIRWAY MAINT.	20,473	120,810	12,000	30,000	18,000
42360	DOWNTOWN STREETS - CLASS 1-A	225,303	138,086	1,873,211	2,006,571	133,360
42361	DOWNTOWN STREETS - CLASS 1-B	7,012	5,251	400,584	465,449	64,865
42362	OUTLYING COMM & ARTER - CLASS II	1,288,259	991,677	7,950,813	8,816,445	865,632
42363	RESIDENTIAL STREETS - CLASS III	396,658	360,501	9,690,883	11,046,933	1,356,050
42364	OILED & PAVED ALLEYS - CLASS IV	6,185	38,429	1,401,334	1,520,335	119,001
42365	UNIMPROVED STREETS - CLASS V			86,422	89,920	3,498
42366	UNIMPROVED ALLEYS - CLASS VI			65,164	66,752	1,588
<b>Department Total</b>		<b>22,237,249</b>	<b>21,533,307</b>	<b>24,815,952</b>	<b>27,223,510</b>	<b>2,407,558</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS		5,913				
INTERGOVERNMENTAL REVENUE		3,361,422	2,739,750	2,345,030	2,309,305	-35,725
FEES, SALES AND SERVICES		2,049,045	1,604,689	1,134,711	1,265,000	130,289
ENTERPRISE AND UTILITY REVENUES		933	34,223	2,000	20,000	18,000
MISCELLANEOUS REVENUE		16,819,936	17,129,394	19,139,177	21,503,273	2,364,096
TRANSFERS			25,251			
FUND BALANCES				2,195,034	2,125,932	-69,102
<b>Total Financing by Object</b>		<b>22,237,249</b>	<b>21,533,307</b>	<b>24,815,952</b>	<b>27,223,510</b>	<b>2,407,558</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **230 PARKING METER COLLECTION AND FINES**

Fund Manager: PAUL A ST.MARTIN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

PRIMARY REVENUES ARE THE CITY'S SHARE OF PARKING VIOLATION FEES AND PARKING METER REVENUES. ESTIMATE OF PARKING VIOLATION REVENUES IS BASED ON HISTORICAL COLLECTION OF 150,000 PARKING TAGS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
32210	SURFACE PARKING ENFORCEMENT UNIT	3,628,685	3,651,985	4,025,000	3,725,000	-300,000
32212	PARKING METER REPAIR	1,800,974	1,899,669	2,333,902	2,030,672	-303,230
	<b>Department Total</b>	<b>5,429,659</b>	<b>5,551,654</b>	<b>6,358,902</b>	<b>5,755,672</b>	<b>-603,230</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE	3,628,685	3,651,985	4,025,000	3,725,000	-300,000
	FEES, SALES AND SERVICES	1,800,974	1,899,669	2,333,902	2,030,672	-303,230
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>5,429,659</b>	<b>5,551,654</b>	<b>6,358,902</b>	<b>5,755,672</b>	<b>-603,230</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **231 LIGHTING ASSESSMENT DISTRICTS**

Fund Manager: PAUL A ST.MARTIN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND IS FINANCED ENTIRELY BY ASSESSMENTS TO PROPERTY OWNERS WHO BENEFIT FROM THESE ABOVE STANDARD LIGHTING SYSTEMS. THESE DISTRICTS ARE GENERALLY BUSINESS DISTRICTS AND ALL HAVE SPECIFICALLY REQUESTED LIGHTING SYSTEMS THAT ARE NOT THE CITY STANDARD.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
32320	LIGHTING MAINT. ASSESSMENT DISTRICT	158,793	161,056	139,095	165,209	26,114
	<b>Department Total</b>	<b>158,793</b>	<b>161,056</b>	<b>139,095</b>	<b>165,209</b>	<b>26,114</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	158,793	161,056	129,584	155,500	25,916
	TRANSFERS			9,511	9,709	198
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>158,793</b>	<b>161,056</b>	<b>139,095</b>	<b>165,209</b>	<b>26,114</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 233 ENERGY CONSERVATION INVESTMENT

Fund Manager: PAUL T KURTZ

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

This fund is funded with loans from the Sewer fund at an annual rate of \$250,000 for four years, in addition to rebates from Xcel Energy. These loans will be paid back to the Sewer Fund over an identified repayment period.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
07	PUBLIC WORKS					
32501	ENERGY INITIATIVES/COORDINATION				386,989	386,989
	Department Total	0	0	0	386,989	386,989
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE				386,989	
	TRANSFERS					
	FUND BALANCES					
	Total Financing by Object	0	0	0	386,989	0

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **240 TRAFFIC, SIGNAL, & LGHTG MTCE**

Fund Manager: PAUL A ST.MARTIN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND HAS FIVE PRIMARY SOURCES. THEY CONSIST OF GENERAL FUND PAYMENTS FOR TRAFFIC SIGN, TRAFFIC MARKING, INTERSECTION SIGNAL, OR STREET LIGHTING MAINTENANCE ON CITY OWNED STREETS; STATE AND COUNTY ROAD MAINTENANCE AID FOR THE ABOVE ITEMS ON STREETS WITH DESIGNATIONS OTHER THAN CITY STREETS; MISCELLANEOUS BILLINGS FOR REPAIRS; CHARGE TO SPECIFIC CAPITAL PROJECTS FOR SERVICES PERFORMED; AND CHARGES FOR PERMITS FOR USE OF RESTRICTED AREAS OF THE CITY.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
12005	TRAFFIC MAINTENANCE - PROJECTS	1,397,096	1,603,138	1,770,368	1,947,979	177,611
12006	SIGNAL MAINTENANCE - PROJECTS	1,570,990	1,703,078	2,534,019	2,331,326	-202,693
12007	LIGHTING MAINTENANCE - PROJECTS	3,304,712	3,689,236	3,833,885	4,750,816	916,931
12008	BUS SHELTER ADMIN.	45,997	39,261	25,572	26,395	823
12009	TRAFFIC WAREHOUSE	1,601,724	1,474,898	1,563,283	1,492,406	-70,877
12010	RESIDENTIAL PARKING PERMIT PRGM.	68,444	67,072	36,885	37,430	545
12012	GSOC/MAPS & RECORDS		2,297	313,229	300,536	-12,693
12015	UTILITY & PERMITTEE ADMIN. & COORD.	1,196,662	1,185,534	1,593,168	1,511,021	-82,147
<b>Department Total</b>		<b>9,185,625</b>	<b>9,764,514</b>	<b>11,670,409</b>	<b>12,397,909</b>	<b>727,500</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS		957,234	992,988	1,076,000	1,130,000	54,000
INTERGOVERNMENTAL REVENUE		1,881,553	2,458,315	2,359,298	2,436,277	76,979
FEES, SALES AND SERVICES		2,147,844	2,480,970	4,165,715	4,451,372	285,657
ENTERPRISE AND UTILITY REVENUES		12,522		10,000		
MISCELLANEOUS REVENUE		427,247	295,933	280,000	280,000	
TRANSFERS		3,759,225	3,536,308	3,161,698	3,652,061	490,363
FUND BALANCES				617,698	448,199	-169,499
<b>Total Financing by Object</b>		<b>9,185,625</b>	<b>9,764,514</b>	<b>11,670,409</b>	<b>12,397,909</b>	<b>737,500</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **245 ASPHALT PLANT INTERNAL SERVICE**

Fund Manager: GARY L ERICHSON

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND IS FINANCED ENTIRELY THROUGH THE SALE OF ASPHALT MIXES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
12201	ASPHALT PLANT	1,857,907	2,387,448	2,624,674	3,556,507	931,833
	<b>Department Total</b>	<b>1,857,907</b>	<b>2,387,448</b>	<b>2,624,674</b>	<b>3,556,507</b>	<b>931,833</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	1,857,907	2,385,134	3,145,180	3,710,300	565,120
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE		2,314			
	TRANSFERS					
	FUND BALANCES			-520,506	-153,793	366,713
	<b>Total Financing by Object</b>	<b>1,857,907</b>	<b>2,387,448</b>	<b>2,624,674</b>	<b>3,556,507</b>	<b>931,833</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **250 PUBLIC WORKS EQUIPMENT SERVICE**

Fund Manager: LARON A MUNDAHL

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND HAS TWO PRIMARY FUNDING SOURCES. THEY CONSIST OF REVENUES RECEIVED FROM RENTAL OF EQUIPMENT TO OTHER CITY DEPARTMENTS AND DIVISIONS OR FROM CHARGES FOR REPAIR OF EQUIPMENT FOR MISCELLANEOUS DEPARTMENTS, DIVISIONS AND AGENCIES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
12202	PUB.WKS. EQUIPMENT SERVICES	5,246,797	5,223,158	5,784,564	6,327,083	542,519
12205	MOTOR VEHICLE BUDGET	-112,381	6,464			
	<b>Department Total</b>	<b>5,134,416</b>	<b>5,229,622</b>	<b>5,784,564</b>	<b>6,327,083</b>	<b>542,519</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	5,117,318	5,201,554	5,684,376	6,280,826	596,450
	ENTERPRISE AND UTILITY REVENUES	1,205		5,000		
	MISCELLANEOUS REVENUE	15,893	18,068	8,000	8,000	
	TRANSFERS		10,000			
	FUND BALANCES			87,188	38,257	-48,931
	<b>Total Financing by Object</b>	<b>5,134,416</b>	<b>5,229,622</b>	<b>5,784,564</b>	<b>6,327,083</b>	<b>547,519</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **255 PUB.WKS.ADMIN & SPPT.SERVICES**

Fund Manager: BRUCE E BEESE

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND IS FINANCED PRIMARILY THROUGH FEES CHARGED TO OTHER PUBLIC WORKS FUNDS AND OTHER CITY FUNDS FOR SERVICES PERFORMED.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
12300	DIRECTOR'S OFFICE	342,268	344,453	465,134	431,685	-33,449
12303	MARKETING & PUBLIC RELATIONS				133,558	133,558
12320	ACCOUNTING AND PAYROLL	890,137	850,197	911,975	941,378	29,403
12321	OFFICE ADMINISTRATION	711,132	486,854	488,353	546,559	58,206
12322	COMPUTER SERVICES	859,567	943,832	996,154	998,287	2,133
12340	DESIGN GROUP	341,139	302,618	492,817	507,494	14,677
12350	CITY HALL ANNEX - OPERATING	1,471,687	1,477,765	1,404,337	4,113,804	2,709,467
12363	REAL ESTATE ADMIN & SERVICE FEES	545,338	713,503	1,031,683	1,264,234	232,551
12375	SAFETY SERVICES	127,520	130,795	136,540	139,674	3,134
12390	CHCH RENOVATION/IMPROVEMENTS				722,568	722,568
<b>Department Total</b>		<b>5,288,788</b>	<b>5,250,017</b>	<b>5,926,993</b>	<b>9,799,241</b>	<b>3,872,248</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS		15,750	24,500	25,000	30,000	5,000
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES		3,236,945	3,343,208	3,782,070	4,146,787	364,717
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE		1,502,429	1,536,374	1,571,714	4,924,229	3,352,515
TRANSFERS		533,664	345,935	257,342	559,451	302,109
FUND BALANCES				290,867	138,774	-152,093
<b>Total Financing by Object</b>		<b>5,288,788</b>	<b>5,250,017</b>	<b>5,926,993</b>	<b>9,799,241</b>	<b>3,872,248</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **260 SEWER UTILITY**

Fund Manager: BRUCE D ELDER

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THIS FUND HAS THREE PRIMARY FUNDING SOURCES. THEY CONSIST OF SANITARY SEWER CHARGES; STORM SEWER CHARGES; AND MISCELLANEOUS ITEMS SUCH AS SEWER AVAILABILITY CHARGES AND SEWER-HOUSE CONNECTION PERMIT FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>07</b>	<b>PUBLIC WORKS</b>					
22200	MAJOR SEWER SERVICE OBLIGATION	39,279,213	42,894,171	40,951,259	42,300,466	1,349,207
22201	SEWER MAINTENANCE	133,692	136,507	132,711	132,711	
22204	SEWER CLEANING	56,380	34,453			
22206	SEWER MAINTENANCE-EQUIPMENT	145				
22207	SEWER SYSTEM MANAGEMENT	115	83			
22209	SAC ADMIN & PROJECTS	1,885,550	1,292,600	114,754	1,300,000	1,185,246
22211	SEWER INFRASTRUCTURE MGMNT.			25,000	25,000	
22212	STORM SEWER SYSTEM CHARGE	12,243				
22217	MAJOR SEWER REPAIR CONSTR.			485,246		-485,246
22221	SEWER CONSTRUCTION		1,972,804	4,000,000	7,000,000	3,000,000
22222	REVENUE BOND DEBT SERVICE			6,769,804	7,499,896	730,092
22224	WATER SURCHARGE	12,779				
22225	STORMWATER DISCHARGE MGMNT.			1,238,736	1,362,610	123,874
22227	PRIVATE SEWER CONN. REPAIR PROG.		501,585	500,000	800,000	300,000
<b>Department Total</b>		<b>41,380,117</b>	<b>46,832,203</b>	<b>54,217,510</b>	<b>60,420,683</b>	<b>6,203,173</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS		117,574	90,850	90,000	90,000	
INTERGOVERNMENTAL REVENUE		72,711	72,711	72,711	72,711	
FEES, SALES AND SERVICES		39,044,958	39,050,324	39,011,804	40,155,302	1,143,498
ENTERPRISE AND UTILITY REVENUES		7,410				
MISCELLANEOUS REVENUE		2,137,464	6,279,255	6,255,000	9,052,460	2,797,460
TRANSFERS			1,339,063			
FUND BALANCES				8,787,995	11,050,210	2,262,215
<b>Total Financing by Object</b>		<b>41,380,117</b>	<b>46,832,203</b>	<b>54,217,510</b>	<b>60,420,683</b>	<b>6,203,173</b>

# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
07	PUBLIC WORKS					
0710	ENGINEERING DIVISION					
	02105 TRANSPORTATION PLANNING	0.2	0.2	0.2	0.2	0.0
	02150 STREET ENGINEERING: PUB.WKS.	2.0	1.8	1.8	1.8	0.0
	02170 BRIDGE ENGINEERING: PUB.WKS.	0.9	0.9	0.9	0.9	0.0
	02180 CONSTRUCTION INSPECTION: P.W.	1.1	1.1	1.1	1.1	0.0
	02190 SURVEY SECTION: PUBLIC WORKS	2.2	2.2	2.2	1.7	-0.5
	<b>Division Total</b>	<b>6.4</b>	<b>6.2</b>	<b>6.2</b>	<b>5.7</b>	<b>-0.5</b>
0732	TRAFFIC, SIGNAL & LIGHT'G MAINT.					
	02155 TRAFFIC ENGR'G: PUB.WKS.- GF	7.8	4.9	4.9	4.9	0.0
	02157 TRAFFIC CALMING	1.5	1.5	1.5	1.5	0.0
	<b>Division Total</b>	<b>9.3</b>	<b>6.4</b>	<b>6.4</b>	<b>6.4</b>	<b>0.0</b>
	<b>Department Total</b>	<b>15.7</b>	<b>12.6</b>	<b>12.6</b>	<b>12.1</b>	<b>-0.5</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
<b>07</b>	<b>PUBLIC WORKS</b>					
0701	PUBLIC WORKS ADMINISTRATION					
	12300 DIRECTOR'S OFFICE	2.7	2.7	2.7	2.7	0.0
	12303 MARKETING & PUBLIC RELATIONS				1.5	1.5
	12320 ACCOUNTING AND PAYROLL	11.0	11.0	11.0	11.0	0.0
	12321 OFFICE ADMINISTRATION	4.0	4.0	4.0	4.5	0.5
	12322 COMPUTER SERVICES	0.9	0.9	1.0	1.0	0.0
	12340 DESIGN GROUP	4.8	3.8	4.5	4.5	0.0
	12350 CITY HALL ANNEX - OPERATING	3.4	3.5	3.5	3.5	0.0
	12363 REAL ESTATE ADMIN & SERVICE FEES	9.6	10.5	10.3	10.3	0.0
	12375 SAFETY SERVICES	1.0	1.0	1.0	1.0	0.0
	32501 ENERGY INITIATIVES/COORDINATION				1.0	1.0
	<b>Division Total</b>	<b>37.4</b>	<b>37.4</b>	<b>38.0</b>	<b>41.0</b>	<b>3.0</b>
0710	ENGINEERING DIVISION					
	12105 TRANSPORTATION PLANNING	1.3	2.3	2.3	2.3	0.0
	12110 CAPITAL FORECASTING & PROGRAMMING	1.5	1.5	1.4	1.4	0.0
	12115 PW - TECHNICAL SERVICES	8.9	7.6	7.1	7.1	0.0
	12150 STREET DESIGN - PROJECTS	13.7	11.0	10.3	10.3	0.0
	12170 BRIDGE ENG.- PROJECTS	5.7	5.7	5.7	5.7	0.0
	12180 CONSTRUCTION - PROJECTS	9.2	10.4	10.6	10.6	0.0
	12190 SURVEY - PROJECTS	11.7	12.7	12.7	12.7	0.0
	<b>Division Total</b>	<b>52.0</b>	<b>51.2</b>	<b>50.1</b>	<b>50.1</b>	<b>0.0</b>
0720	STREETS DIVISION					
	12201 ASPHALT PLANT	4.3	4.3	4.3	4.3	0.0
	42310 ADMINISTRATION	3.9	3.9	3.9	3.9	0.0
	42318 FIELD OPERATIONS	7.0	7.0	7.0	7.0	0.0
	42340 BRIDGE,FENCE,STAIRWAY MAINT.	13.5	13.5	13.5	13.5	0.0
	42360 DOWNTOWN STREETS - CLASS 1-A	13.4	9.4	9.4	9.4	0.0
	42361 DOWNTOWN STREETS - CLASS 1-B	1.1	1.0	1.0	1.0	0.0
	42362 OUTLYING COMM & ARTER - CLASS II	49.5	49.5	49.5	49.5	0.0

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
Division						
07	PUBLIC WORKS					
0720	STREETS DIVISION					
	42363 RESIDENTIAL STREETS - CLASS III	43.2	43.2	43.2	43.2	0.0
	42364 OILED & PAVED ALLEYS - CLASS IV	9.8	9.8	9.8	9.8	0.0
	42365 UNIMPROVED STREETS - CLASS V	0.7	0.7	0.7	0.7	0.0
	42366 UNIMPROVED ALLEYS - CLASS VI	0.5	0.5	0.5	0.5	0.0
	<b>Division Total</b>	<b>146.9</b>	<b>142.8</b>	<b>142.8</b>	<b>142.8</b>	<b>0.0</b>
0730	SEWER DIVISION					
	12160 SEWER DESIGN - PROJECTS	6.0	6.5	6.5	6.5	0.0
	22201 SEWER MAINTENANCE	45.7	45.7	44.2	45.7	1.5
	22207 SEWER SYSTEM MANAGEMENT	7.6	7.6	8.4	7.8	-0.6
	22208 REGIONAL ISSUES/MANDATES MGMNT.	1.4	1.4	1.3	1.3	0.0
	22209 SAC ADMIN & PROJECTS	0.6	0.6	0.4	0.1	-0.3
	22211 SEWER INFRASTRUCTURE MGMNT.	3.9	3.9	4.4	4.6	0.2
	22212 STORM SEWER SYSTEM CHARGE	2.3	2.3	2.1	1.7	-0.4
	22214 INFLOW AND INFILTRATION			1.5	2.2	0.7
	22225 STORMWATER DISCHARGE MGMNT.	3.2	3.2	3.1	2.1	-1.0
	22226 GOPHER STATE ONE-CALL	2.4	2.4	2.2	2.1	-0.1
	<b>Division Total</b>	<b>73.1</b>	<b>73.6</b>	<b>74.1</b>	<b>74.1</b>	<b>0.0</b>
0732	TRAFFIC, SIGNAL & LIGHT'G MAINT.					
	12005 TRAFFIC MAINTENANCE - PROJECTS	19.2	21.7	19.0	19.0	0.0
	12006 SIGNAL MAINTENANCE - PROJECTS	15.5	16.6	16.1	15.1	-1.0
	12007 LIGHTING MAINTENANCE - PROJECTS	23.1	23.3	20.4	22.4	2.0
	12008 BUS SHELTER ADMIN.	0.1	0.1	0.2	0.2	0.0
	12009 TRAFFIC WAREHOUSE	2.7	2.7	2.7	2.7	0.0
	12010 RESIDENTIAL PARKING PERMIT PRGM.	0.3	0.3	0.3	0.3	0.0
	12012 GSOC/MAPS & RECORDS	5.0	3.0	3.8	2.8	-1.0
	12015 UTILITY & PERMITTEE ADMIN. & COORD.	10.7	12.0	15.0	14.0	-1.0
	12155 TRAFFIC ENGR'G - PROJECTS	5.7	5.7	5.7	5.7	0.0
	32212 PARKING METER REPAIR	4.5	4.6	4.8	4.8	0.0

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

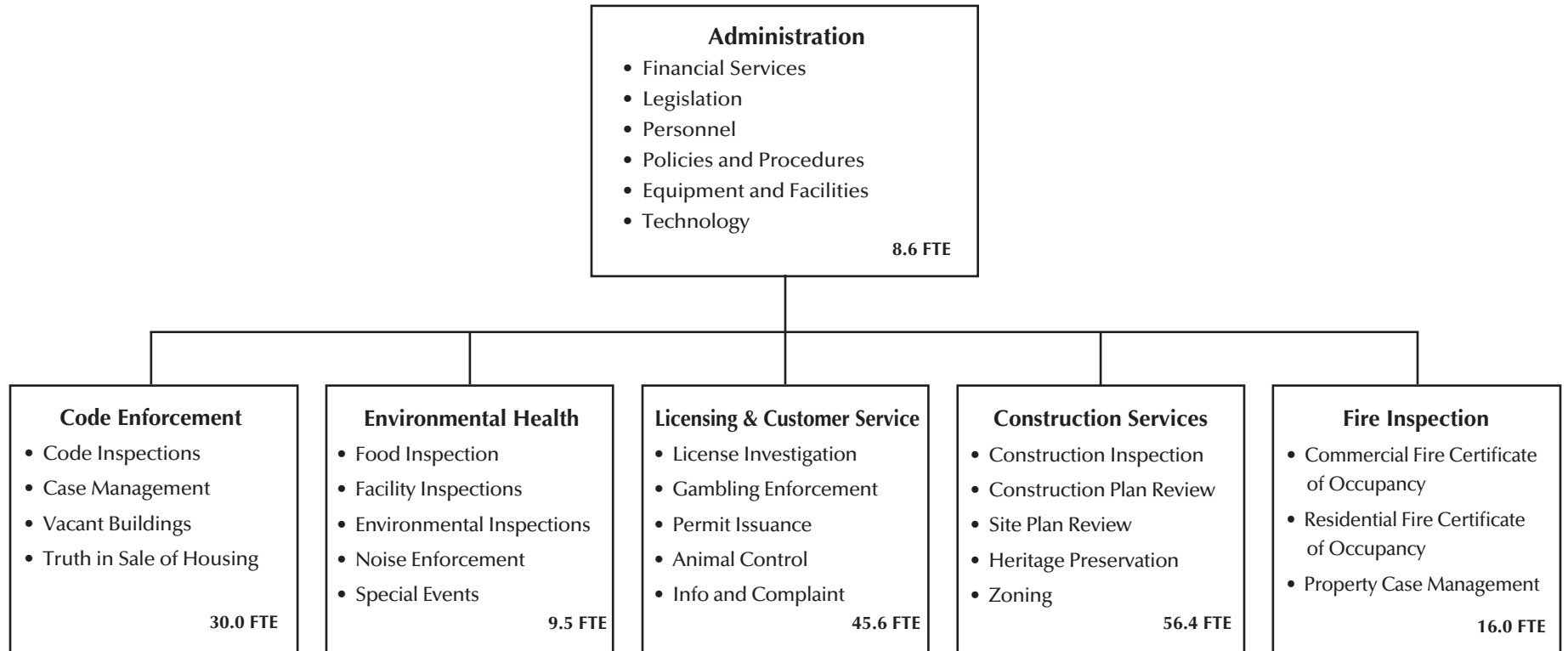
**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
07	PUBLIC WORKS					
0732	TRAFFIC, SIGNAL & LIGHT'G MAINT.					
	<b>Division Total</b>	<b>86.8</b>	<b>90.0</b>	<b>88.0</b>	<b>87.0</b>	<b>-1.0</b>
0736	SOLID WASTE & RECYCLING					
	32401 SOLID WASTE & RECYCLING	1.0	1.0	1.0	1.0	0.0
	<b>Division Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>
0738	MUNICIPAL EQUIPMENT					
	12202 PUB.WKS. EQUIPMENT SERVICES	23.0	23.0	23.0	23.0	0.0
	<b>Division Total</b>	<b>23.0</b>	<b>23.0</b>	<b>23.0</b>	<b>23.0</b>	<b>0.0</b>
	<b>Department Total</b>	<b>420.2</b>	<b>419.0</b>	<b>417.0</b>	<b>419.0</b>	<b>2.0</b>



# 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 166.1 FTEs)**

# About the Department of Safety and Inspections (DSI)

## What We Do (Description of Services)

The Department of Safety and Inspections (DSI) was officially established on May 17, 2007 by the Mayor and City Council. DSI is a proactive, multi-disciplinary safety and inspections organization that builds and maintains a livable Saint Paul community through strong leadership, creative partnerships, teamwork, and effective regulatory strategies. The Department brings together most of the normal municipal inspection and enforcement functions including:

- Animal Control
- Construction Permits (building, electrical, plumbing)
- Code Enforcement (housing maintenance requirements)
- Environmental Health (inspects restaurants, health clubs, swimming pools, and investigations pollution complaints etc.)
- Fire Safety Inspections (rental housing and commercial certificate of occupancy building inspections)
- Information and Complaint referral city-wide departments
- Business Licensing (taxicabs, liquor establishments, etc.)
- Construction Plan Review for new structures and renovations
- Project Facilitation (single contact for information)
- Site Plan Review (large developments)
- Zoning enforcement and Board of Zoning Appeals
- Heritage Preservation
- Truth in Sale of Housing program
- Vacant building administration

## Statistical Profile

- Issued 27,873 construction permits, yielding 62,784 inspections.
- Conducted 34,522 code inspections in 2006
- Issued 6,218 on-line permits in 2006 a 14% increase over 2005.
- Impounded 1,192 dangerous or potentially dangerous dogs
- Conducted 9,377 Certificate of Occupancy Inspections
- Received and referred 21,139 complaints in 2006
- Initiated 222 adverse license actions for license violations.
- Processed 113 full site plan reviews
- Processed 117 zoning variances and approved 354 Heritage Preservation permits

## 2006-2007 Accomplishments

The new Department of Safety and Inspections has enthusiastically developed a strategic plan to improve services and increased efficiency. While we are still in the beginning phases of implementation we are proud of the progress we have made especially the following accomplishments in 2005-2006:

- Implemented a major expansion of the Certificate of Occupancy Program for all one and two unit rental structures in the City.
- Expanded the Vacant Building Program to better manage the increase in the number of vacant buildings in the City while focusing our efforts on the four Invest Saint Paul redevelopment areas in Districts 4, 5, 6, and 7.
- Began the development of a Heritage Preservation Chapter of the City's Comprehensive Plan and revised and updated the City's Preservation Ordinance.
- Created an Ad Hoc Committee on Housing and Property Code Enforcement which led to the creation of the Department of Safety and Inspections.
- Increased staffing for the project facilitator and site plan review sections to assist customers in dealing with complex rules and regulations.
- Initiated a study by a qualified consultant of all fees collected by DSI.
- Served on Mayor's Strategic Outcome Committees to help implement Mayor Coleman's strategic plan.
- Restructured the Code Enforcement function to utilize a case management approach for problem properties.
- Implemented a series of Neighborhood Walk and Talks in six neighborhoods to focus departmental resources on the most salient enforcement problems.
- Restructured the Information and Complaint system to improve intake, referral and follow up of the majority of all the complaints received by the City.

## Key Performance Measures

<b>Performance Objective:</b> Enforce license conditions on all licensed businesses in the City of Saint Paul.				
<b>Performance Indicator:</b> Increase the number of establishments monitored.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Establishments monitored	167	66	300	300

<b>Performance Objective:</b> Provide a safe and healthy environment for Saint Paul residents and visitors by raising awareness about environmental health issues through routine inspections, complaint investigations, education, testing and enforcement activities.				
<b>Performance Indicator:</b> Increase critical deficiencies cited as a percent of total deficiencies cited.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Critical deficiencies cited	1,733	1,736	1,800	1,900
Pct. of total critical deficiencies	22.05%	20.25%	21.1%	21.1%
Total deficiencies cited	7,856	8,571	8,500	9,000

<b>Performance Objective:</b> Market on line permits to reduce staff time needed to process permits.				
<b>Performance Indicator:</b> Increase the number of on line permits sold				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Number of on line permits sold	5,454	6,218	6,300	6,400

<b>Performance Objective:</b> Assure safety of citizens through construction standards compliance.				
<b>Performance Indicator:</b> Increase and maintain the percent of inspections compliant with code on first inspection				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Compliance with codes on first inspection	79%	77%	70%	70%
Permits issued	28,000	27,873	28,000	28,000
Construction Value (in millions)	634	749	650	650
Number of housing units facilitated	609	655	300	300

<b>Performance Objective:</b> Investigate and enforce zoning regulations by responding to complaints, assuring compliance with conditions placed on approved site plans, variances, special and nonconforming use permits and business licenses.				
<b>Performance Indicator:</b> Maintain the high number of site plans reviewed, Heritage Preservation Commission permits reviewed, zoning variances and appeals processed, zoning compliance letters sent and number of complaints investigated.				
<b>MEASURES:</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Estimated</b>	<b>2008 Projected</b>
Site plans reviewed by staff	116	113	120	120
HPC (Heritage Preservation) permits approved	414	354	350	350
Processed zoning variances and appeals	136	117	125	125
Zoning complaints investigated	430	479	440	440

# 2008 Budget Plan

## 2008 Priorities

The department completed a comprehensive strategic plan in July of 2007 with the assistance of the Office of Human Resources. The plan lays out a detailed work program for the next 12 to 18 months and focuses on making the new department more efficient and responsive to the needs of the community with special emphasis being placed on the Mayor's Invest Saint Paul Initiative.

The vision for the new department is "to be the leader in creating the safest, healthiest, most livable and vibrant City in America." Below are the key strategies or objective to accomplish in 2008:

- Use the Vacant Building Program as a strategic approach to neighborhood rejuvenation.
- Sustain economic development through Fire safety inspections and the expansion of the Fire Certificate of Occupancy Program for one and two unit rental properties.
- Strengthen Heritage Preservation as a development tool
- Improve Skyway accessibility and governance
- Increase efforts to reduce the number of dangerous animals.
- Rejuvenate the Information and Complaint function in the City and increase cooperation between the divisions of DSI and neighborhood organizations.
- Collaborate with other departments to remove graffiti within 48 hours on public property and 72 hours on private property.
- Revamp the Truth in the Sale of Housing Program by moving from a disclosure report to an active hazard repair program.
- Promote sustainable urban living through a number of new regulatory approaches in solid waste management, building construction, and environmental regulation.
- Strengthen the restaurant inspection program by the use of an administrative penalty matrix to encourage compliance with sanitation and health regulations.
- Enhance the computer system used by the department (AMANDA) to provide easier access and sharing of information in the field for all field and office personnel.
- Implement organizational changes within the new department to clarify roles, cross train staff to the fullest extent possible, and establish comprehensive and uniform procedures and inspection protocols.

## 2008 Budget Explanation

### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes expected growth related to the bargaining process in employee salaries and fringes. It also includes 2.5% inflation growth on services and 3% on goods and materials.

### Mayor's Recommendations

The recommended 2008 general fund budget is \$5,136,146, an increase of \$74,342 or 1.5%. The special fund budget is \$14,247,561, an increase of \$2,031,518 or 16.6%. Significant changes in the general fund include shifting three trades positions in the Fire Inspection division to Fund 320: License & Permit. Spending increases for vacant building monitoring and nuisance abatement maintenance align budgets with recent actual spending trends. The increases are financed by expected assessments on the related properties. General Fund business license revenue is budgeted to increase by \$135,257.

Special fund spending changes include the addition of three Fire Aids financed through increased certificate of occupancy revenue, and the absorption of 6 general fund trades positions. Fee increases for business licenses and building permits are expected to increase special fund revenue by \$965,639. The budget also reflects increased costs associated with the new Enterprise Technology Initiative (ETI) Central Service Cost allocation as described in the Special Fund Highlights (see Fund 164).

FTEs in the general fund decrease by 3.3 including the shift of trades positions and a small portion of the director's salary to special funds. Special fund FTEs increase by 9.3 due to the shift of positions from the general fund and the addition of 3 Fire Aides.

## **2008 Budget Plan (continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Safety and Inspections budget and recommendations as proposed by the Mayor and approved the following additional changes:

- Reduced business license fee increases from a range of 10% - 30% to 5% across-the-board, resulting in a net reduction of \$189,500 in license revenue to the general fund.
- Accepted a technical change to add \$73,722 for a water resource coordinator, financed by other miscellaneous spending reductions and a small increase in expected plan review fee revenue.

The adopted general fund budget is \$5,136,146 and the special fund budget is \$14,140,361.



# **Spending Reports**

# Safety & Inspections

Department/Office Director: **ROBERT W KESSLER**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	3,753,926	4,185,299	5,061,804	5,136,146	5,136,146		74,342
040 PROPERTY CODE ENFORCEMENT	559,846	723,253	807,716	1,096,521	1,096,521		288,805
167 CHARITABLE GAMBLING ENFORCEMENT	295,566	248,686	209,645	104,906	104,906		-104,739
320 LICENSE INSPECTIONS & ENV PROTECTIO	9,917,268	10,890,025	11,190,160	12,907,612	12,930,412	22,800	1,740,252
736 FIRE PROTECTION CLOTHING			8,522	8,522	8,522		
Total Spending by Unit	<b>14,526,605</b>	<b>16,047,263</b>	<b>17,277,847</b>	<b>19,253,707</b>	<b>19,276,507</b>	<b>22,800</b>	<b>1,998,660</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	7,918,838	8,163,507	9,980,383	10,710,492	10,724,262	13,770	743,879
SERVICES	3,009,042	2,967,395	2,751,740	3,642,593	3,642,593		890,853
MATERIALS AND SUPPLIES	348,658	291,556	329,326	344,401	344,401		15,075
EMPLOYER FRINGE BENEFITS	2,916,334	3,061,152	3,487,029	3,760,586	3,769,616	9,030	282,587
MISC TRANSFER CONTINGENCY ETC	271,603	1,511,764	724,040	790,306	790,306		66,266
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT			5,329	5,329	5,329		
EQUIPMENT LAND AND BUILDINGS	62,131	51,888	0	0	0		
Total Spending by Object	<b>14,526,605</b>	<b>16,047,263</b>	<b>17,277,847</b>	<b>19,253,707</b>	<b>19,276,507</b>	<b>22,800</b>	<b>1,998,660</b>
Percent Change from Previous Year		<b>10.5%</b>	<b>7.7%</b>	<b>11.4%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>11.6%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	3,753,926	4,185,299	5,061,804	5,136,146	5,136,146		74,342
SPECIAL FUND							
TAXES							
LICENSES AND PERMITS	8,670,499	8,702,762	9,044,201	10,215,057	10,215,057		1,170,856
INTERGOVERNMENTAL REVENUE							
FEES, SALES AND SERVICES	2,068,023	2,038,171	2,074,480	2,738,338	2,761,138		686,658
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	38,367	47,181	226,000	230,000	230,000		4,000
TRANSFERS	173,747	525,282	263,342	361,522	361,522		98,180
FUND BALANCES			608,020	572,644	572,644		-35,376
Total Financing by Object	<b>14,704,562</b>	<b>15,498,695</b>	<b>17,277,847</b>	<b>19,253,707</b>	<b>19,276,507</b>	<b>22,800</b>	<b>1,998,660</b>
Percent Change from Previous Year		<b>5.4%</b>	<b>11.5%</b>	<b>11.4%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>11.6%</b>

## License, Inspections & Env. Protect

Department/Office Director: **ROBERT W KESSLER**

		2005	2006	2007	2008	2008	Change from	
		2nd Prior	Last Year	Adopted	Mayor's	Council	Mayor's	2007
		Exp. & Enc.	Exp. & Enc.		Proposed	Adopted	Proposed	Adopted
<b><u>Spending By Unit</u></b>								
	Total Spending by Unit	0	0	0	0		0	0
<b><u>Spending By Major Object</u></b>								
	SALARIES							
	SERVICES							
	MATERIALS AND SUPPLIES							
	EMPLOYER FRINGE BENEFITS							
	MISC TRANSFER CONTINGENCY ETC							
	DEBT							
	STREET SEWER BRIDGE ETC IMPROVEMENT							
	EQUIPMENT LAND AND BUILDINGS							
	Total Spending by Object						0	0
	Percent Change from Previous Year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b><u>Financing By Major Object</u></b>								
	GENERAL FUND							
	SPECIAL FUND							
	TAXES							
	LICENSES AND PERMITS							
	INTERGOVERNMENTAL REVENUE							
	FEES, SALES AND SERVICES							
	ENTERPRISE AND UTILITY REVENUES							
	MISCELLANEOUS REVENUE							
	TRANSFERS							
	FUND BALANCES							
	Total Financing by Object	0	0	0	0	0	0	0
	Percent Change from Previous Year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

# City of Saint Paul

## 2008 Budget Division Spending Plan Summary

### Council Adopted Budget

Fund: **001 GENERAL FUND**  
 Department: **02 SAFETY & INSPECTIONS**  
 Division: **0210 CODE INSPECTION**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: RICHARD J LIPPERT

OUR MISSION IS (1) TO KEEP THE CITY CLEAN (2) KEEP THE HOUSING HABITABLE AND (3) MAKE OUR NEIGHBORHOODS AS SAFE AND LIVABLE AS POSSIBLE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>												
SALARIES	1,492,429	1,489,397	1,430,437	1,449,859	19,422	1.4%						
SERVICES	1,023,864	1,377,710	944,239	1,240,764	296,525	31.4%						
MATERIALS AND SUPPLIES	22,461	30,279	36,760	26,430	-10,330	-28.1%						
EMPLOYER FRINGE BENEFITS	488,570	492,486	453,810	447,340	-6,470	-1.4%						
MISC TRANSFER CONTINGENCY ETC	1,912	44,660	82,233	92,233	10,000	12.2%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT			2,345	2,345								
EQUIPMENT LAND AND BUILDINGS	8,000	5,286	0	0								
Division Total	<b>3,037,237</b>	<b>3,439,819</b>	<b>2,949,824</b>	<b>3,258,971</b>	<b>309,147</b>	<b>10.5%</b>						
<b>by Activity</b>												
00256 CODE ENFORCEMENT - PROPERTY	1,712,041	1,736,774	1,570,408	1,609,780	39,372	2.5%	17.3	981,800	17.0	1,023,541	-0.3	41,741
00257 VACANT BLDG MONITORING	338,304	436,500	495,172	607,173	112,001	22.6%	5.0	246,313	5.0	263,741		17,428
00258 SUMMARY NUISANCE ABATEMENT	986,892	1,266,544	884,244	1,042,018	157,774	17.8%	3.5	202,324	2.5	162,577	-1.0	-39,747
Division Total	<b>3,037,237</b>	<b>3,439,819</b>	<b>2,949,824</b>	<b>3,258,971</b>	<b>309,147</b>	<b>10.5%</b>	<b>25.8</b>	<b>1,430,437</b>	<b>24.5</b>	<b>1,449,859</b>	<b>-1.3</b>	<b>19,422</b>
Percent Change from Previous Year		<b>13.3%</b>	<b>-14.2%</b>								<b>-5.0%</b>	<b>1.4%</b>

Fund Manager: MATTHEW G SMITH

Division Manager: CHRISTINE A ROZEK

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted			2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007		
				Amount	Change/Percent						FTE/Amount		
<b>by Type of Expenditure</b>													
SALARIES	468,644	471,197	588,593	583,703	-4,890	-0.8%							
SERVICES	61,400	49,154	52,873	54,659	1,786	3.4%							
MATERIALS AND SUPPLIES	52,477	56,121	57,223	65,011	7,788	13.6%							
EMPLOYER FRINGE BENEFITS	134,168	144,082	183,403	185,061	1,658	0.9%							
MISC TRANSFER CONTINGENCY ETC			0	0									
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT			2,984	2,984									
EQUIPMENT LAND AND BUILDINGS		24,927	0	0									
Division Total	<b>716,689</b>	<b>745,481</b>	<b>885,076</b>	<b>891,418</b>	<b>6,342</b>	<b>0.7%</b>							
<b>by Activity</b>													
00177 ANIMAL CONTROL	716,689	745,481	803,778	833,660	29,882	3.7%		11.8	525,365	11.8	542,161		16,796
00259 INFORMATION AND COMPLAINT			81,298	57,758	-23,540	-29.0%		1.0	63,228	1.0	41,542		-21,686
Division Total	<b>716,689</b>	<b>745,481</b>	<b>885,076</b>	<b>891,418</b>	<b>6,342</b>	<b>0.7%</b>		<b>12.8</b>	<b>588,593</b>	<b>12.8</b>	<b>583,703</b>	<b>0.0</b>	<b>-4,890</b>
Percent Change from Previous Year		<b>4.0%</b>	<b>18.7%</b>									<b>0.0%</b>	<b>-0.8%</b>

Fund Manager: MATTHEW G SMITH

Division Manager: STEVEN L ZACCARD

		Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted			2005 Authorized FTE	2006 Adopted FTE/Amount	2007 Adopted FTE/Amount	2008 Council Adopted FTE/Amount	Change from 2007 FTE/Amount	
					Amount	Change/Percent							
<b><u>by Type of Expenditure</u></b>													
SALARIES				896,372	710,271	-186,101	-20.8%						
SERVICES				34,647	34,647								
MATERIALS AND SUPPLIES				7,354	7,354								
EMPLOYER FRINGE BENEFITS				279,841	224,795	-55,046	-19.7%						
MISC TRANSFER CONTINGENCY ETC				8,690	8,690								
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS													
Division Total		0	0	1,226,904	985,757	-241,147	-19.7%						
<b><u>by Activity</u></b>													
00260 FIRE INSPECTION				1,226,904	985,757	-241,147	-19.7%	16.0	896,372	13.0	710,271	-3.0	-186,101
Division Total		0	0	1,226,904	985,757	-241,147	-19.7%	16.0	896,372	13.0	710,271	-3.0	-186,101
Percent Change from Previous Year			0.0%	0.0%								-18.8%	-20.8%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **040** **PROPERTY CODE ENFORCEMENT**Department: **02** **SAFETY & INSPECTIONS**

Fund Manager: ROBERT W KESSLER

Department Director: ROBERT W KESSLER

Fund Purpose:

TO ADMINISTER THE TRUTH-IN-SALE OF HOUSING DISCLOSURE ORDINANCE, TO ENFORCE THE BUILDING DEMOLITION AND REMOVAL LEGISLATION OF VACANT BUILDING BUILDINGS, AND TO ENFORCE THE LEGISLATIVE CODE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted	2007				
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b>by Type of Expenditure</b>														
SALARIES	250,618	260,326	273,619	391,588	117,969	43.1%								
SERVICES	119,805	266,027	175,077	387,921	212,844	121.6%								
MATERIALS AND SUPPLIES	6,661	1,698	12,400	12,400										
EMPLOYER FRINGE BENEFITS	78,004	81,634	88,610	146,312	57,702	65.1%								
MISC TRANSFER CONTINGENCY ETC	104,759	113,568	258,010	158,300	-99,710	-38.6%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	559,846	723,253	807,716	1,096,521	288,805	35.8%								
<b>by Activity</b>														
30250 TRUTH IN SALE OF HOUSING	134,610	143,620	169,510	185,499	15,989	9.4%	1.8	2.4	2.4	116,373	2.4	123,880	7,507	
30251 NUISANCE BLDG ABATEMENT	124,731	281,215	141,820	285,673	143,853	101.4%	0.4	0.4	0.4	23,541	0.4	30,310	6,769	
30253 ONE AND TWO UNIT RENTAL	189,811	180,392	296,386	425,349	128,963	43.5%	2.5	2.5	2.4	133,705	5.3	237,398	2.9	103,693
30254 TENANT REMEDIES ACTION INITIATIVE	57,198	118,026	200,000	200,000										
30255 LEAD BASED PAINT INSPECTION	33,413		0	0										
30256 LEAD BASED PAINT HAZARD CONTROL	20,084		0	0										
Fund Total	559,846	723,253	807,716	1,096,521	288,805	35.8%	4.7	5.3	5.2	273,619	8.1	391,588	2.9	117,969
Percent Change from Previous Year		29.2%	11.7%				12.8%	-1.9%				55.8%	43.1%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **167 CHARITABLE GAMBLING ENFORCEMENT**Department: **02 SAFETY & INSPECTIONS**

Fund Purpose:

Fund Manager: CHRISTINE A ROZEK

Department Director: ROBERT W KESSLER

TO ENFORCE, INSPECT AND AUDIT ALL CHARITABLE GAMBLING ACTIVITIES TO ENSURE COMPLIANCE WITH CITY ORDINANCES AND STATE LAW.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008			2005	2006	2007	2008	Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent		Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>												
SALARIES	189,504	159,273	119,690	50,058	-69,632	-58.2%						
SERVICES	37,982	30,018	36,819	22,951	-13,868	-37.7%						
MATERIALS AND SUPPLIES	758	553	6,139	6,139								
EMPLOYER FRINGE BENEFITS	57,322	48,842	36,997	15,758	-21,239	-57.4%						
MISC TRANSFER CONTINGENCY ETC	10,000	10,000	10,000	10,000								
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS												
Spending Total	<b>295,566</b>	<b>248,686</b>	<b>209,645</b>	<b>104,906</b>	<b>-104,739</b>	<b>-50.0%</b>						
<b><u>by Activity</u></b>												
31352 GAMBLING ENFORCEMENT	295,566	248,686	209,645	104,906	-104,739	-50.0%	1.7	119,690	0.8	50,058	-0.9	-69,632
Fund Total	<b>295,566</b>	<b>248,686</b>	<b>209,645</b>	<b>104,906</b>	<b>-104,739</b>	<b>-50.0%</b>	<b>1.7</b>	<b>119,690</b>	<b>0.8</b>	<b>50,058</b>	<b>-0.9</b>	<b>-69,632</b>
Percent Change from Previous Year		<b>-15.9%</b>	<b>-15.7%</b>								<b>-52.9%</b>	<b>-58.2%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **320 LICENSE INSPECTIONS & ENV PROTECTIO**Department: **02 SAFETY & INSPECTIONS**

Fund Purpose:

Fund Manager: ROBERT W KESSLER

Department Director: ROBERT W KESSLER

TO FINANCE THE ACTIVITIES OF DESIGNATED SECTIONS THROUGH SPECIAL FUNDING. THIS FUND IS FINANCED BY FEES GENERATED BY CONSTRUCTION PERMITS, PLAN EXAMINATION LICENSES, ZONING AND CERTIFICATES OF COMPETENCY.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)					
	2005	2006	2007	2008		13.0%	2005	2006	2007	2008		Change from
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007	
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount		FTE/Amount	
<b>by Type of Expenditure</b>												
SALARIES	5,517,643	5,783,315	6,671,672	7,538,783	867,111	13.0%						
SERVICES	1,765,992	1,244,486	1,508,085	1,901,651	393,566	26.1%						
MATERIALS AND SUPPLIES	266,301	202,906	200,928	218,545	17,617	8.8%						
EMPLOYER FRINGE BENEFITS	2,158,270	2,294,108	2,444,368	2,750,350	305,982	12.5%						
MISC TRANSFER CONTINGENCY ETC	154,932	1,343,536	365,107	521,083	155,976	42.7%						
DEBT												
STREET SEWER BRIDGE ETC IMPROVEMENT												
EQUIPMENT LAND AND BUILDINGS	54,131	21,675										
Spending Total	9,917,268	10,890,025	11,190,160	12,930,412	1,740,252	15.6%						
<b>by Activity</b>												
33350 ENVIRONMENTAL HEALTH			992,853	1,047,683	54,830	5.5%	9.5	627,674	9.5	660,149		32,475
33351 OPERATIONS	6,493,660	7,519,140	6,532,655	7,645,519	1,112,864	17.0%	53.3	4,095,168	59.4	4,680,024	6.1	584,856
33353 CUSTOMER SERVICE	2,953,999	2,884,165	3,161,664	3,621,700	460,036	14.6%	31.0	1,617,692	32.0	1,793,643	1.0	175,951
33354 BILLBOARD SIGNS	73,625		0	0								
33355 ZONING	395,983	486,720	502,988	615,510	112,522	22.4%	5.0	331,138	6.0	404,967	1.0	73,829
Fund Total	9,917,268	10,890,025	11,190,160	12,930,412	1,740,252	15.6%	98.8	6,671,672	106.9	7,538,783	8.1	867,111
Percent Change from Previous Year		9.8%	2.8%								8.2%	13.0%

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **736 FIRE PROTECTION CLOTHING**Department: **02 SAFETY & INSPECTIONS**

Fund Manager: ROBERT M MORRISON

Department Director: ROBERT W KESSLER

Fund Purpose:

TO ACCOUNT FOR FUNDS SET ASIDE FOR FIREFIGHTERS CLOTHING ALLOWANCE PER LABOR CONTRACT. THESE ALLOWANCES ARE BASED ON CONTRACT PRICES FOR UNIFORM ITEMS.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount      Change/Percent		Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES			8,522	8,522						
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	0	0	8,522	8,522	0 0.0%					
<b><u>by Activity</u></b>										
55006 FIRE INSPECTION CLOTHING TRUST			8,522	8,522						
FUND										
Fund Total	0	0	8,522	8,522	0 0.0%					0.0 0
Percent Change from Previous Year		0.0%	0.0%							

# **Financing Reports**

## Financing by Major Object Code

Department: **02 SAFETY & INSPECTIONS**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
2468	BUSINESS LICENSES	734,443	792,443	832,443	778,200	-54,243
2600	DOG LICENSE	141,701	132,856	150,000	150,000	
	<b>LICENSES AND PERMITS</b>	876,144	925,299	982,443	928,200	-54,243
4031	CERTIF. OF OCC. - COMMERCIAL			460,251	460,251	
4032	CERTIF. OF OCC. - RESIDENTIAL			437,481	446,537	9,056
4076	SUBPOENA	50	186			
4078	VACANT BUILDING REGISTRATION	74,805	115,325	125,400	165,000	39,600
4099	FEES - N.O.C.	37,351	19,878	180,000	25,000	-155,000
4201	ANIMALS					
4215	SURPLUS - PURCHASING		225			
4306	DUPLICATING -XEROX-MULTILIT-ETC.	10		85	100	15
4399	SERVICES N.O.C.	7,266	8,271	12,500	12,500	
	<b>FEES, SALES AND SERVICES</b>	119,482	143,885	1,215,717	1,109,388	-106,329
6901	CASH OVER OR SHORT		-135			
6908	DAMAGE CLAIM RECOVERY FROM OTHERS	13,757	1,589			
6914	REFUNDS - JURY DUTY PAY		20			
6917	REFUNDS - OVERPAYMENTS		539			
	<b>MISCELLANEOUS REVENUE</b>	13,757	2,013	0	0	0
7302	TRANSFER FROM ENTERPRISE FUND	75,000	75,000	139,850	139,850	
7305	TRANSFER FROM SPECIAL REVENUE FUND	142,764	1,145,162	257,395	157,395	-100,000
7306	TRANSFER FROM CAP PROJ FUND-OTHER	890,157	1,229,531	659,890	1,116,111	456,221
	<b>TRANSFERS</b>	1,107,921	2,449,693	1,057,135	1,413,356	356,221
	<b>Fund Total</b>	2,117,304	3,520,890	3,255,295	3,450,944	195,649

## Financing by Major Object Code

Department: **02 SAFETY & INSPECTIONS**

### SPECIAL FUNDS

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
2091	POLICE ALARM	46,445				
2093	POLICE ALARM-FALSE ALARM FINES	25,750				
2321	GAMBLING TAX	253,913	171,308	209,645	120,000	-89,645
2468	BUSINESS LICENSES	1,933,930	1,751,841	1,960,000	1,988,873	28,873
2700	TRADE AND OCCUPATIONAL LICENSES	157,659	173,275	160,000	193,000	33,000
2763	TRUTH IN HOUSING EVALUATOR	4,400	4,400	4,500	4,500	
2800	PERMITS	6,248,402	6,601,938	6,710,056	7,908,684	1,198,628
<b>LICENSES AND PERMITS</b>		8,670,499	8,702,762	9,044,201	10,215,057	1,170,856
4022	CERTIFICATE OF COMPETENCY	135,736	149,077	135,000	165,000	30,000
4032	CERTIF. OF OCC. - RESIDENTIAL				359,638	359,638
4054	EXAMINATION FEES	40,215	28,940	40,000	44,000	4,000
4074	PLAN CHECKING	1,334,671	1,460,493	1,408,996	1,860,000	451,004
4076	SUBPOENA	61	101			
4080	ZONING APPEALS - REZONING PETITION	55,265	45,355	56,000	56,000	
4091	TRUTH IN SALE OF HOUSING FEE	150,630	139,970	166,480	162,000	-4,480
4092	EXAM-TRUTH IN HOUSING EVALUATOR		2,500		2,500	2,500
4099	FEES - N.O.C.	240,176	109,871	166,004		-166,004
4111	EXAMINATION FEE- M-OTHER FUELS	55,930	49,244	56,000	56,000	
4113	EXAMINATION FEE- J-CM					
4199	PENALTY - REVENUE	19,520	15,164	15,000	15,000	
4204	MAPS, PUBLICATIONS & REPORTS	13				
4299	SALES N.O.C.					
4301	NORMAL ACTIVITY SERVICES	17,663	12,340	15,000	15,000	
4399	SERVICES N.O.C.	18,143	25,116	16,000	26,000	10,000
<b>FEES, SALES AND SERVICES</b>		2,068,023	2,038,171	2,074,480	2,761,138	686,658
6499	OTHER FINES AND PENALTIES	29,666	25,800	22,000	26,000	4,000
6905	CONTRIB. & DONATIONS - OUTSIDE	808	619	200,000	200,000	
6908	DAMAGE CLAIM RECOVERY FROM OTHERS		16,423			
6914	REFUNDS - JURY DUTY PAY	169				

## Financing by Major Object Code

Department: **02 SAFETY & INSPECTIONS**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
6917 REFUNDS - OVERPAYMENTS					
6922 REPAYMENT OF ADVANCE OR LOAN	963				
6965 REFUND FOR PRIOR YR OVERPAYMENT		1,198			
6999 OTHER MISCELLANEOUS REVENUE N.O.C.	6,761	3,141	4,000	4,000	
<b>MISCELLANEOUS REVENUE</b>	38,367	47,181	226,000	230,000	4,000
7199 TRANSFER F/COMM DEVEL BLK GR/ENT	124,731	281,215	141,820	240,000	98,180
7299 TRANSFER FROM GENERAL FUND	7,590	6,067	11,522	11,522	
7302 TRANSFER FROM ENTERPRISE FUND			36,775	36,775	
7305 TRANSFER FROM SPECIAL REVENUE FUND	11,330	73,225	73,225	73,225	
7306 TRANSFER FROM CAP PROJ FUND-OTHER	30,096	164,775			
<b>TRANSFERS</b>	173,747	525,282	263,342	361,522	98,180
9830 USE OF FUND BALANCE			639,193	2,218,532	1,579,339
9831 CONTRIBUTION TO FUND BALANCE			-31,173	-1,645,888	-1,614,715
<b>FUND BALANCES</b>	0	0	608,020	572,644	-35,376
Fund Total	10,950,636	11,313,396	12,216,043	14,140,361	1,924,318

<b><u>Department Total</u></b>	<b><u>13,067,940</u></b>	<b><u>14,834,286</u></b>	<b><u>15,471,338</u></b>	<b><u>17,591,305</u></b>	<b><u>2,119,967</u></b>
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# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>02</b>	<b>SAFETY &amp; INSPECTIONS</b>					
00256	CODE ENFORCEMENT - PROPERTY	290,868	273,592	437,480	282,495	-154,985
00257	VACANT BLDG MONITORING	179,810	214,910	189,400	359,677	170,277
00258	SUMMARY NUISANCE ABATEMENT	675,953	1,021,988	595,890	821,434	225,544
00177	ANIMAL CONTROL	970,673	2,010,400	1,134,793	1,080,550	-54,243
00260	FIRE INSPECTION			897,732	906,788	9,056
<b>Department Total</b>		<b>2,117,304</b>	<b>3,520,890</b>	<b>3,255,295</b>	<b>3,450,944</b>	<b>195,649</b>
<b><u>Financing by Major Object</u></b>						
TAXES						
LICENSES AND PERMITS		876,144	925,299	982,443	928,200	-54,243
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES		119,482	143,885	1,215,717	1,109,388	-106,329
ENTERPRISE AND UTILITY REVENUES						
MISCELLANEOUS REVENUE		13,757	2,013			
TRANSFERS		1,107,921	2,449,693	1,057,135	1,413,356	356,221
FUND BALANCES						
<b>Total Financing by Object</b>		<b>2,117,304</b>	<b>3,520,890</b>	<b>3,255,295</b>	<b>3,450,944</b>	<b>195,649</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **040**    **PROPERTY CODE ENFORCEMENT**

Fund Manager: ROBERT W KESSLER

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

ALL REVENUES ARE EITHER FROM CDBG FUNDING OR FROM USER FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>02</b>	<b>SAFETY &amp; INSPECTIONS</b>					
30250	TRUTH IN SALE OF HOUSING	155,418	146,870	170,980	185,499	14,519
30251	NUISANCE BLDG ABATEMENT	124,731	281,215	141,820	285,673	143,853
30253	ONE AND TWO UNIT RENTAL	235,083	106,028	294,916	425,349	130,433
30254	TENANT REMEDIES ACTION INITIATIVE	30,096	164,775	200,000	200,000	
	<b>Department Total</b>	<b>545,328</b>	<b>698,888</b>	<b>807,716</b>	<b>1,096,521</b>	<b>288,805</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS	4,400	4,400	4,500	4,500	
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	386,101	248,498	332,484	524,138	191,654
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE			200,000	200,000	
	TRANSFERS	154,827	445,990	141,820	240,000	98,180
	FUND BALANCES			128,912	127,883	-1,029
	<b>Total Financing by Object</b>	<b>545,328</b>	<b>698,888</b>	<b>807,716</b>	<b>1,096,521</b>	<b>288,805</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **167 CHARITABLE GAMBLING ENFORCEMENT**

Fund Manager: CHRISTINE A ROZEK

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>02</b>	<b>SAFETY &amp; INSPECTIONS</b>					
31352	GAMBLING ENFORCEMENT	253,913	171,308	209,645	104,906	-104,739
	<b>Department Total</b>	<b>253,913</b>	<b>171,308</b>	<b>209,645</b>	<b>104,906</b>	<b>-104,739</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS	253,913	171,308	209,645	120,000	-89,645
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS					
	FUND BALANCES				-15,094	-15,094
	<b>Total Financing by Object</b>	<b>253,913</b>	<b>171,308</b>	<b>209,645</b>	<b>104,906</b>	<b>-104,739</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **320 LICENSE INSPECTIONS & ENV PROTECTIO**

Fund Manager: ROBERT W KESSLER

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>02</b>	<b>SAFETY &amp; INSPECTIONS</b>					
33353	CUSTOMER SERVICE	2,604,837	2,711,515	3,161,664	3,621,700	460,036
33350	ENVIRONMENTAL HEALTH				1,047,683	1,047,683
33351	OPERATIONS	7,416,188	7,619,855	7,525,508	7,645,519	120,011
33355	ZONING	130,370	111,830	502,988	615,510	112,522
	<b>Department Total</b>	<b>10,151,395</b>	<b>10,443,200</b>	<b>11,190,160</b>	<b>12,930,412</b>	<b>1,740,252</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS	8,412,186	8,527,054	8,830,056	10,090,557	1,260,501
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	1,681,922	1,789,673	1,741,996	2,237,000	495,004
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	38,367	47,181	26,000	30,000	4,000
	TRANSFERS	18,920	79,292	113,000	113,000	
	FUND BALANCES			479,108	459,855	-19,253
	<b>Total Financing by Object</b>	<b>10,151,395</b>	<b>10,443,200</b>	<b>11,190,160</b>	<b>12,930,412</b>	<b>1,740,252</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 736 FIRE PROTECTION CLOTHING

Fund Manager: ROBERT M MORRISON

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

THE REVENUE FOR THIS FUND IS DIRECTLY CONTRIBUTED BY THE GENERAL FUND. THIS AMOUNT IS REQUIRED TO BE SET ASIDE BY LABOR CONTRACTS FOR THE PURCHASE OF FIREFIGHTING AND CODE ENFORCEMENT UNIFORM CLOTHING.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
02	SAFETY & INSPECTIONS					
55006	FIRE INSPECTION CLOTHING TRUST FUND			8,522	8,522	
	Department Total	0	0	8,522	8,522	0
	<u>Financing by Major Object</u>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE					
	TRANSFERS			8,522	8,522	
	FUND BALANCES					
	Total Financing by Object	0	0	8,522	8,522	0



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
02	SAFETY & INSPECTIONS					
0210	CODE INSPECTION					
	00256 CODE ENFORCEMENT - PROPERTY	21.7	21.8	17.3	17.0	-0.3
	00257 VACANT BLDG MONITORING	4.3	4.0	5.0	5.0	0.0
	00258 SUMMARY NUISANCE ABATEMENT	3.5	3.5	3.5	2.5	-1.0
	<b>Division Total</b>	<b>29.5</b>	<b>29.3</b>	<b>25.8</b>	<b>24.5</b>	<b>-1.3</b>
0230	LICENSING & CUSTOMER SERVICE					
	00177 ANIMAL CONTROL	10.6	10.6	11.8	11.8	0.0
	00259 INFORMATION AND COMPLAINT			1.0	1.0	0.0
	<b>Division Total</b>	<b>10.6</b>	<b>10.6</b>	<b>12.8</b>	<b>12.8</b>	<b>0.0</b>
0250	FIRE INSPECTION					
	00260 FIRE INSPECTION			16.0	13.0	-3.0
	<b>Division Total</b>	<b>0.0</b>	<b>0.0</b>	<b>16.0</b>	<b>13.0</b>	<b>-3.0</b>
	<b>Department Total</b>	<b>40.1</b>	<b>39.9</b>	<b>54.6</b>	<b>50.3</b>	<b>-4.3</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

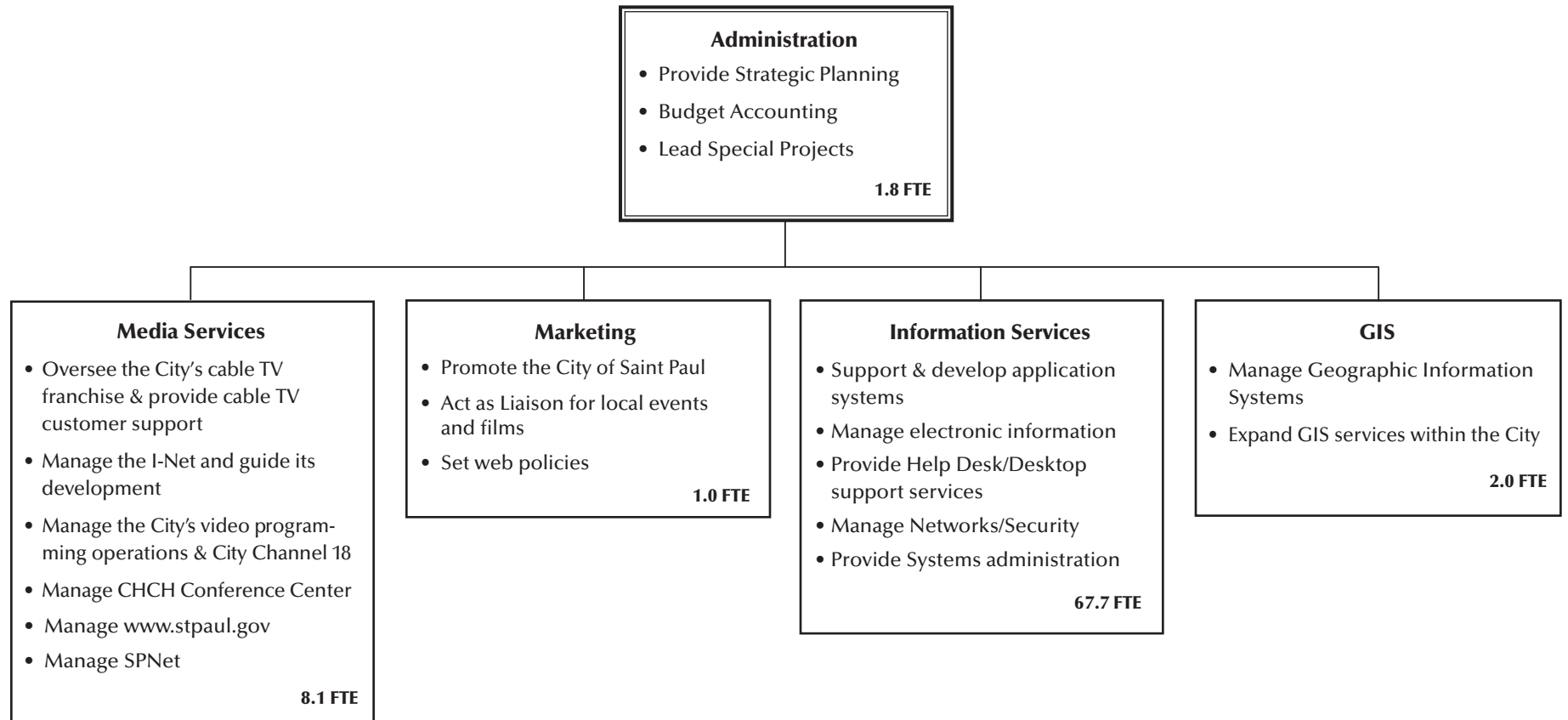
Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
<b>02</b>	<b>SAFETY &amp; INSPECTIONS</b>					
0210	CODE INSPECTION					
	30250 TRUTH IN SALE OF HOUSING	1.8	2.4	2.4	2.4	0.0
	30251 NUISANCE BLDG ABATEMENT	0.4	0.4	0.4	0.4	0.0
	30253 ONE AND TWO UNIT RENTAL	2.5	2.5	2.4	5.3	2.9
	<b>Division Total</b>	<b>4.7</b>	<b>5.3</b>	<b>5.2</b>	<b>8.1</b>	<b>2.9</b>
0230	LICENSING & CUSTOMER SERVICE					
	31352 GAMBLING ENFORCEMENT	4.1	3.1	1.7	0.8	-0.9
	33353 CUSTOMER SERVICE	28.8	29.8	31.0	32.0	1.0
	<b>Division Total</b>	<b>32.9</b>	<b>32.9</b>	<b>32.7</b>	<b>32.8</b>	<b>0.1</b>
0235	ENVIRONMENTAL HEALTH					
	33350 ENVIRONMENTAL HEALTH			9.5	9.5	0.0
	<b>Division Total</b>	<b>0.0</b>	<b>0.0</b>	<b>9.5</b>	<b>9.5</b>	<b>0.0</b>
0240	CONSTRUCTION SERVICES					
	33351 OPERATIONS	59.0	59.0	53.3	59.4	6.1
	33354 BILLBOARD SIGNS	1.0				0.0
	33355 ZONING	4.0	5.0	5.0	6.0	1.0
	<b>Division Total</b>	<b>64.0</b>	<b>64.0</b>	<b>58.3</b>	<b>65.4</b>	<b>7.1</b>
	<b>Department Total</b>	<b>101.6</b>	<b>102.2</b>	<b>105.7</b>	<b>115.8</b>	<b>10.1</b>



# Office of Technology and Communications

*The mission of the Office of Technology and Communications is to provide our internal and external customers 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 80.6 FTE)**

8/08/07

## About the Office of Technology and Communications

### What We Do (Description of Services)

The Office of Technology and Communications (OTC) provides the resources and coordination necessary to:

- Work in partnership with City departments and offices to identify and implement cost effective technology solutions to support business needs and objectives.
- Plan, develop, and maintain a citywide technology infrastructure that is accessible, secure, effective, and reliable.
- Manage the City's internal and external websites.
- Research and monitor technology trends and identify applicability to the City's operations and strategic goals.
- Administer the cable franchise and serve as the City's liaison in resolving customer service issues as appropriate.
- Lead the City in the development of video communications by producing cable programs, public service announcements, and educational videos.
- Provide public access to City and County meetings by broadcasting meetings on Channel 18 and on the City's website.
- Promote the City of St. Paul as a destination of choice to live, work, and play.
- Act as the primary liaison for film crews, movie producers and events for permits, licenses, locations, and promotions.
- Coordinate GIS Activities throughout the City.
- Act as a one-stop access point for City-wide GIS data and services.

#### Statistical Profile

- Number of Help Desk Requests for 2006: 19,328
- In 2007, the ratio of IS staff to users was 48.8 to 1
- Over 270 miles of Institutional (I-Net) infrastructure
- In 2006, 15,312 video segments were viewed online
- The number of documents delivered online via GovDelivery reached the 1,000,000 mark
- www.StPaul.gov received 7,277,933 page views in 2006

### 2006-2007 Accomplishments

The Office of Technology and Communications is proud of the following accomplishments:

- Successfully pursued and secured the 2008 Republican National Convention.
- Created a centralized GIS Office to coordinate GIS activities throughout the City and expand the use of GIS technology.
- Upgraded and replaced the City's current email system to a single platform; expanded email access to all City employees; conducted extensive end-user training on the new email system; redesigned and centralized the underlying email hardware configuration with adequate storage.
- Replaced more than 400 PCs.
- Worked with Motorola to implement a new Computer Aided Dispatching (CAD) system and data network for the consolidated 911 center.
- Staffed and chaired the newly formed Broadband Advisory Committee (BAC).
- In 2006, coordinated 636 conference room reservations and 254 video set ups for 23,802 people.
- Covered 233 hours of City Council and Ramsey County meetings.
- Received three national NATOA video awards (two for *Council Matters* and one for *Capital City*) and one state MAVC Award of Excellence for *Council Matters*.
- Worked with the Mayor's Office and Office of Financial services to produce videos and the Budget Cruncher II to educate City staff and the public on the City's budget issues.
- Incorporated a Google Mini search tool to the City's website to increase usability.

## Key Performance Measures

**Performance Objective:** Provide excellent customer service to internal business customers

**Performance Indicator:** Customer Satisfaction with Help Desk Requests

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Customer service rating response (average) (Rating of 1-5, with 5 being excellent)	4.68	4.7	4.7	4.6

**Performance Objective:** Provide service and information access to external customers via the City website

**Performance Indicator:** Traffic, number of services available and usage of services

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of Self-Help Services	6			
Page Views	6,848,290	7,277,933	8,707,576	9,000,00
GovDocs Unique Subscribers	18,014	23,456	31,000	32,000

**Performance Objective:** Provide access to government processes and information through video communications

**Performance Indicator:** Number of programs produced and hours of public meeting coverage

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
City Council & Ramsey County Meeting Coverage (Hours)	249	233	250	250
Number of City Video Productions	152	169	170	180
Online Video Views	3474	15,312	20,000	22,000

**Performance Objective:** Provide IS Customers with the right information where and when they need it

**Performance Indicator:**

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Number of remote sites serviced by IS	130	132	154	154
Number of field/wireless units supported	441	441	471	471

**Performance Objective:** Provide visibility to events held in St. Paul

**Performance Indicator:** Number of banners displayed

MEASURES:	2005 Actual	2006 Actual	2007 Estimated	2008 Projected
Light Pole Banners		900	910	910
Skyway/Building Banners		40	35	35

## 2008 Budget Plan

### 2008 Priorities

- Develop communications strategies for the City to be delivered via the web site and video services.
- Assist with the planning and execution of the Republican National Convention. Plan, research, acquire, and manage technology key to public safety during the RNC.
- Secure and facilitate large, media generating events in St. Paul.
- Continue to examine, implement, and support the use of technology to meet City and department strategic goals.
- Expand the services of the Office of Cable Communications to assist Web Services with web content creation.
- Complete implementation and support of the new CAD system in the consolidated 911 center serving St. Paul, Ramsey County, and other local jurisdictions.
- Plan, develop, and maintain a city-wide infrastructure that is accessible, secure, effective, and reliable.
- Issue an RFP for a City-wide Technology Assessment; use results to create a technology strategic plan.
- Create and maintain the infrastructure to provide a central access point to departmental GIS data and services. This will have a positive impact on the Invest St. Paul initiative and RNC Planning.
- Prepare and present BAC recommendations report to the Mayor and City Council, and provide support and implementation of BAC recommendation as determined by the City.
- Examine and improve City IT governance structures to facilitate the delivery of IT services
- Redesign and restructure [www.StPaul.gov](http://www.StPaul.gov) to make it more user friendly and transfer content to a web content management tool to make the site easier to manage.

### 2008 Budget Explanation

#### Base Adjustments

The 2007 adopted budget was adjusted to set the budget base for 2008. The base includes the anticipated growth in salaries and fringes for 2008 for employees related to the bargaining process. It also includes 2.5% inflation growth on services and 3% on goods and materials.

#### Mayor's Recommendation

The Office of Technology and Communications' proposed general fund budget is \$8,634,989, an increase of \$698,551 over the 2007 Adopted Budget. The spending growth is due to a range of factors, including: \$106,288 in infrastructure repairs and upgrades to the City's network; \$75,000 in salary adjustments to recruit information technology specialists; and \$100,000 to fund the next steps recommended by the Broadband Advisory Committee report.

The special fund budget is \$2,970,866, which is \$263,702 less than the 2007 adopted budget. The special fund budget includes cable communications, information services and city-wide data processing. Changes to OTC's special fund budget include: eliminating one-time fund balance transfer of \$350,000 to the general fund; cable staff reductions totaling \$148,926; an increase in permanent cable franchise revenue transfer to the general fund of \$313,953; and establishing the new Enterprise Technology Initiative activity, which includes \$303,731 in funding for a new city-wide file and email archive system and \$191,598 for initial work on establishing an integrated finance, payroll and human resources system.

The proposed budget for OTC reflects the office's share of spending for the new Enterprise Technology Initiative (ETI) and includes costs associated with the revised Central Service Cost allocation methodology as described in the Special Fund Highlights.

## **2008 Budget Plan (Continued)**

### **2008 Budget Explanation (continued)**

#### **Council Actions**

The City Council adopted the Technology and Communications budget and recommendations as proposed by the Mayor.

The Office of Technology and Communications' 2008 adopted budget is \$8,634,989 for the general fund and \$2,970,866 in special funds. The adopted budget includes 72.5 general fund FTEs and 8.1 special fund FTEs.



# **Spending Reports**

## Technology And Communications

Department/Office Director: **ANDREA T CASSELTON**

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Mayor's Proposed	2008 Council Adopted	Change from Mayor's Proposed	2007 Adopted
<b><u>Spending By Unit</u></b>							
001 GENERAL FUND	5,521,202	7,158,635	7,936,438	8,634,989	8,634,989		698,551
160 FMS-REAL ESTATE MGMNT FUND	296,530						
164 INFO SERVICES INTERNAL SERVICES FND			170,000	495,329	495,329		325,329
166 CABLE COMMUNICATIONS SPEC REV FUND	2,729,051	2,683,859	2,895,478	2,304,721	2,304,721		-590,757
626 CITY-WIDE DATA PROCESSING	1,597,228	148,406	169,090	170,816	170,816		1,726
930 C.I.B. - PUBLIC WORKS		605,904					
Total Spending by Unit	<b>10,144,011</b>	<b>10,596,804</b>	<b>11,171,006</b>	<b>11,605,855</b>	<b>11,605,855</b>	<b>0</b>	<b>434,849</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	4,202,298	4,392,970	5,058,119	5,331,265	5,331,265		273,146
SERVICES	1,692,378	1,601,209	1,782,521	2,106,342	2,106,342		323,821
MATERIALS AND SUPPLIES	657,454	486,994	339,037	356,640	356,640		17,603
EMPLOYER FRINGE BENEFITS	1,285,643	1,360,479	1,576,553	1,662,064	1,662,064		85,511
MISC TRANSFER CONTINGENCY ETC	1,907,939	2,583,541	2,251,856	1,656,444	1,656,444		-595,412
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS	398,298	171,613	162,920	493,100	493,100		330,180
Total Spending by Object	<b>10,144,011</b>	<b>10,596,804</b>	<b>11,171,006</b>	<b>11,605,855</b>	<b>11,605,855</b>	<b>0</b>	<b>434,849</b>
Percent Change from Previous Year		<b>4.5%</b>	<b>5.4%</b>	<b>3.9%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>3.9%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND	5,521,202	7,158,635	7,936,438	8,634,989	8,634,989		698,551
SPECIAL FUND							
TAXES	1,798,266	1,938,046	1,950,000	2,100,000	2,100,000		150,000
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE							
FEES, SALES AND SERVICES	1,695,267	254,116	283,023	300,537	300,537		17,514
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	990,047	379,929	438,300	570,329	570,329		132,029
TRANSFERS							
FUND BALANCES			563,245				-563,245
Total Financing by Object	<b>10,004,782</b>	<b>9,730,726</b>	<b>11,171,006</b>	<b>11,605,855</b>	<b>11,605,855</b>	<b>0</b>	<b>434,849</b>
Percent Change from Previous Year		<b>-2.7%</b>	<b>14.8%</b>	<b>3.9%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>3.9%</b>

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **06 TECHNOLOGY AND COMMUNICATIONS**  
 Division: **0601 ADMINISTRATION DIVISION**  
 Division Mission:

Fund Manager: MATTHEW G SMITH  
 Division Manager: ANDREA T CASSELTON

TO ENSURE THAT THE DEPARTMENT'S MISSION "TO PROVIDE SUPERIOR SERVICES THAT ARE RESPONSIVE TO OUR CUSTOMERS' CURRENT AND FUTURE NEEDS" IS ACHIEVED.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount				
<b><u>by Type of Expenditure</u></b>														
SALARIES	251,672	258,174	306,543	485,592	179,049	58.4%								
SERVICES	104,784	50,254	36,552	191,689	155,137	424.4%								
MATERIALS AND SUPPLIES	10,063	4,995	15,122	29,104	13,982	92.5%								
EMPLOYER FRINGE BENEFITS	78,203	82,379	94,689	153,644	58,955	62.3%								
MISC TRANSFER CONTINGENCY ETC	153	51	26,200	26,200										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS		16,204												
Division Total	444,875	412,058	479,106	886,229	407,123	85.0%								
<b><u>by Activity</u></b>														
01001 DIRECTOR'S OFFICE	444,875	412,058	324,296	291,709	-32,587	-10.0%	4.0	3.8	3.8	227,748	1.8	126,810	-2.0	-100,938
01002 WEB SERVICES				174,352	174,352						2.0	116,096	2.0	116,096
01005 GIS SERVICES				264,460	264,460						2.0	163,589	2.0	163,589
01020 MARKETING & COMMUNICATIONS			154,810	155,708	898	0.6%			1.0	78,795	1.0	79,097		302
Division Total	444,875	412,058	479,106	886,229	407,123	85.0%	4.0	3.8	4.8	306,543	6.8	485,592	2.0	179,049
Percent Change from Previous Year		-7.4%	16.3%				-5.0%	26.3%					41.7%	58.4%

**City of Saint Paul**  
**2008 Budget Division Spending Plan Summary**  
**Council Adopted Budget**

Fund: **001 GENERAL FUND**  
 Department: **06 TECHNOLOGY AND COMMUNICATIONS**  
 Division: **0610 INFORMATION SERVICES**  
 Division Mission:

Fund Manager: MATTHEW G SMITH

Division Manager: CYNTHIA A MULLAN

TO PROVIDE SUPERIOR INFORMATION TECHNOLOGY SERVICES THAT ARE RESPONSIVE TO OUR CUSTOMERS' CURRENT AND FUTURE NEEDS.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)						
	2005	2006	2007	2008			2005	2006	2007	2008		Change from	
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Amount	Change/Percent		Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	FTE/Amount		
<b><u>by Type of Expenditure</u></b>													
SALARIES	2,470,798	3,663,544	4,206,646	4,402,597	195,951	4.7%							
SERVICES	1,259,318	1,406,323	1,581,147	1,553,935	-27,212	-1.7%							
MATERIALS AND SUPPLIES	500,492	403,430	246,407	244,543	-1,864	-0.8%							
EMPLOYER FRINGE BENEFITS	754,025	1,129,777	1,310,212	1,365,616	55,404	4.2%							
MISC TRANSFER CONTINGENCY ETC		25,000	25,000	25,000									
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMENT													
EQUIPMENT LAND AND BUILDINGS	87,394	118,503	87,920	157,069	69,149	78.6%							
Division Total	<b>5,072,028</b>	<b>6,746,578</b>	<b>7,457,332</b>	<b>7,748,760</b>	<b>291,428</b>	<b>3.9%</b>							
<b><u>by Activity</u></b>													
01115 INFORMATION SERVICES	3,512,384	5,094,537	5,886,428	6,121,133	234,705	4.0%	41.9	60.7	66.5	4,198,446	65.7	4,394,397	-0.8 195,951
01116 E-GOVERNMENT	79,552	83,548	57,780	36,504	-21,276	-36.8%							
01119 TECH INITIATIVE RECURRING COSTS	1,198,436	1,373,271	1,423,272	1,434,054	10,782	0.8%			0.0	8,200	0.0	8,200	
01120 TECHNOLOGY INITIATIVE INVESTMENT	281,657	195,221	89,852	157,069	67,217	74.8%							
Division Total	<b>5,072,028</b>	<b>6,746,578</b>	<b>7,457,332</b>	<b>7,748,760</b>	<b>291,428</b>	<b>3.9%</b>	<b>41.9</b>	<b>60.7</b>	<b>66.5</b>	<b>4,206,646</b>	<b>65.7</b>	<b>4,402,597</b>	<b>-0.8 195,951</b>
Percent Change from Previous Year		<b>33.0%</b>	<b>10.5%</b>				<b>44.9%</b>	<b>9.6%</b>				<b>-1.2%</b>	<b>4.7%</b>

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **164 INFO SERVICES INTERNAL SERVICES FND**Department: **06 TECHNOLOGY AND COMMUNICATIONS**

Fund Purpose:

Fund Manager: CYNTHIA A MULLAN

Department Director: ANDREA T CASSELTON

THIS FUND COLLECTS ENTERPRISE TECHNOLOGY INITIATIVE COSTS, WHICH ARE ALLOCATED TO DEPARTMENTS FOR CITY-WIDE TECHNOLOGY IMPROVEMENTS.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2005	2006	2007	2008		2005	2006	2007	2008	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Council Adopted Change/Percent	Authorized FTE		Adopted FTE/Amount	Council Adopted FTE/Amount	2007 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES				191,598	191,598					
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC			170,000	0	-170,000 -100.0%					
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS				303,731	303,731					
Spending Total	<b>0</b>	<b>0</b>	<b>170,000</b>	<b>495,329</b>	<b>325,329 191.4%</b>					
<b>by Activity</b>										
11100 INTEGRATED HR/PR/BA SYSTEM			170,000	0	-170,000 -100.0%					
11105 ENTERPRISE TECHNOLOGY INITIATIVE				495,329	495,329					
Fund Total	<b>0</b>	<b>0</b>	<b>170,000</b>	<b>495,329</b>	<b>325,329 191.4%</b>					<b>0.0</b>
Percent Change from Previous Year		<b>0.0%</b>	<b>0.0%</b>							<b>0</b>

# City of Saint Paul

## 2008 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **166 CABLE COMMUNICATIONS SPEC REV FUND**Department: **06 TECHNOLOGY AND COMMUNICATIONS**

Fund Manager: WILLIAM M REARDON

Department Director: ANDREA T CASSELTON

Fund Purpose:

PURSUANT TO CHAPTER 430, ARTICLE V, SECTION 430.051 (B), THIS FUND EXISTS PRIMARILY TO SUPPORT THE CITY'S ADMINISTRATION OF THE CABLE FRANCHISE ORDINANCE AND THE PLANNING AND DEVELOPMENT OF CABLE COMMUNICATIONS SERVICES, AND SECONDARILY TO SUPPORT THE CITY'S GENERAL FUND OR OTHER SUCH USES AS SPECIFIED BY THE CITY.

		Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008		2005 Authorized FTE	2006	2007 Adopted FTE/Amount	2008		Change from 2007 FTE/Amount			
					Council Amount	Adopted Change/Percent				Council FTE/Amount	Adopted FTE/Amount				
<u>by Type of Expenditure</u>															
SALARIES		321,135	363,879	422,474	320,901	-101,573	-24.0%								
SERVICES		237,468	135,962	156,093	159,133	3,040	1.9%								
MATERIALS AND SUPPLIES		146,898	78,568	77,508	82,993	5,485	7.1%								
EMPLOYER FRINGE BENEFITS		101,389	115,959	133,747	104,150	-29,597	-22.1%								
MISC TRANSFER CONTINGENCY ETC		1,611,256	1,952,585	2,030,656	1,605,244	-425,412	-20.9%								
DEBT															
STREET SEWER BRIDGE ETC IMPROVEMENT															
EQUIPMENT LAND AND BUILDINGS		310,904	36,906	75,000	32,300	-42,700	-56.9%								
Spending Total		2,729,051	2,683,859	2,895,478	2,304,721	-590,757	-20.4%								
<u>by Activity</u>															
31121	CATV IMPLEMENTATION/ANNUAL OPERATNS	2,015,260	2,572,873	2,591,425	2,065,396	-526,029	-20.3%	7.5	8.0	8.0	405,307	5.9	302,570	-2.1	-102,737
31123	I-NET	107,274	102,712	124,623	126,666	2,043	1.6%		0.2	0.2	17,167	0.2	18,331		1,164
31124	COUNCIL CHAMBERS VID EQ REPLACEMENT	42,358	8,274	10,000	35,000	25,000	250.0%								
31125	PEG GRANTS	564,159		169,430	77,659	-91,771	-54.2%								
Fund Total		2,729,051	2,683,859	2,895,478	2,304,721	-590,757	-20.4%	7.5	8.2	8.2	422,474	6.1	320,901	-2.1	-101,573
Percent Change from Previous Year			-1.7%	7.9%				9.3%	0.0%				-25.6%	-24.0%	

**City of Saint Paul**  
**2008 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **626 CITY-WIDE DATA PROCESSING**  
 Department: **06 TECHNOLOGY AND COMMUNICATIONS**  
 Fund Purpose:

Fund Manager: CYNTHIA A MULLAN  
 Department Director: ANDREA T CASSELTON

WITHIN THE MISSION OF THE INFORMATION SERVICES DIVISION, TO PROVIDE THE STAFF RESOURCES TO UNDERTAKE TECHNOLOGY INITIATIVES OF A CITYWIDE NATURE.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2005	2006	2007	2008			2005	2006	2007	2008		Change from		
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Council Adopted		2007			
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount		FTE/Amount			
<u>by Type of Expenditure</u>														
SALARIES	1,158,693	107,373	122,456	122,175	-281	-0.2%								
SERVICES	86,270	8,669	8,729	9,987	1,258	14.4%								
MATERIALS AND SUPPLIES														
EMPLOYER FRINGE BENEFITS	352,264	32,364	37,905	38,654	749	2.0%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	1,597,228	148,406	169,090	170,816	1,726	1.0%								
<u>by Activity</u>														
31115 INFORMATION SERVICES (SPECIAL)	1,597,228	148,406	169,090	170,816	1,726	1.0%	19.5	2.0	2.0	122,456	2.0	122,175	-281	
Fund Total	1,597,228	148,406	169,090	170,816	1,726	1.0%	19.5	2.0	2.0	122,456	2.0	122,175	0.0	-281
Percent Change from Previous Year		-90.7%	13.9%				-89.7%	0.0%					0.0%	-0.2%



# **Financing Reports**

## Financing by Major Object Code

Department: **06 TECHNOLOGY AND COMMUNICATIONS**

### GENERAL FUND

		2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
4073	PETITIONS TO VACATE STREETS, ALLEYS	700	2,150			
4299	SALES N.O.C.		10			
4301	NORMAL ACTIVITY SERVICES					
4306	DUPLICATING -XEROX-MULTILIT-ETC.		5			
<b>FEES, SALES AND SERVICES</b>		700	2,165	0	0	0
6914	REFUNDS - JURY DUTY PAY	40				
6923	REWARDS	250,000				
6999	OTHER MISCELLANEOUS REVENUE N.O.C.	282,719	244,406	160,000	196,415	36,415
<b>MISCELLANEOUS REVENUE</b>		532,759	244,406	160,000	196,415	36,415
7302	TRANSFER FROM ENTERPRISE FUND	3,616	3,308			
7303	TRANSFER FROM INTERNAL SERVICE FUND	88,107	1,012,543	864,633	904,443	39,810
7304	TRANSFER FROM DEBT SERVICE FUND	3,081	2,250			
7305	TRANSFER FROM SPECIAL REVENUE FUND	1,148,374	2,626,243	2,768,361	2,623,813	-144,548
7399	TRANSFER FROM SPECIAL FUND			207,225	142,147	-65,078
7499	TRANSFER IN - INTRAFUND - OTHER					
<b>TRANSFERS</b>		1,243,178	3,644,344	3,840,219	3,670,403	-169,816
Fund Total		1,776,637	3,890,915	4,000,219	3,866,818	-133,401

## Financing by Major Object Code

Department: **06 TECHNOLOGY AND COMMUNICATIONS**

### SPECIAL FUNDS

	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007 Adopted
1395 G. E. F. F. - CABLE T.V.	1,798,266	1,938,046	1,950,000	2,100,000	150,000
<b>TAXES</b>	1,798,266	1,938,046	1,950,000	2,100,000	150,000
4093 CABLE TV	11,364	11,759	12,000	12,500	500
4301 NORMAL ACTIVITY SERVICES	1,683,205	242,101	271,023	288,037	17,014
4306 DUPLICATING -XEROX-MULTILIT-ETC.	698	256			
<b>FEES, SALES AND SERVICES</b>	1,695,267	254,116	283,023	300,537	17,514
6499 OTHER FINES AND PENALTIES		22,389			
6602 INTEREST ON INVESTMENTS	23,366	313			
6611 INC(DEC) FMV OF INVESTMENT	-8,744	8,513			
6906 CONTRIBUTIONS FROM OTHER FUNDS	161,959	161,584	170,000	495,329	325,329
6907 COUNTY SHARE OF COST					
6910 DEPOSITS			268,300	75,000	-193,300
6914 REFUNDS - JURY DUTY PAY	40				
6923 REWARDS	148,400	125,000			
6970 PRIVATE GRANTS	665,026	62,130			
<b>MISCELLANEOUS REVENUE</b>	990,047	379,929	438,300	570,329	132,029
7305 TRANSFER FROM SPECIAL REVENUE FUND					
<b>TRANSFERS</b>	0	0	0	0	0
9830 USE OF FUND BALANCE			664,870		-664,870
9831 CONTRIBUTION TO FUND BALANCE			-101,625		101,625
<b>FUND BALANCES</b>	0	0	563,245	0	-563,245
Fund Total	4,483,580	2,572,091	3,234,568	2,970,866	-263,702
<b>Department Total</b>	<b>6,260,217</b>	<b>6,463,006</b>	<b>7,234,787</b>	<b>6,837,684</b>	<b>-397,103</b>

# City of Saint Paul

## Financing Plan by Department and Activity

Fund: **001 GENERAL FUND**

Fund Manager: MATTHEW G SMITH

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

THE GENERAL FUND RECEIVES THE VAST MAJORITY OF ITS REVENUE FROM PROPERTY TAXES, STATE AIDS AND FRANCHISE FEES.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>06</b>	<b>TECHNOLOGY AND COMMUNICATIONS</b>					
01001	DIRECTOR'S OFFICE	80,152	754,571	390,000		-390,000
01020	MARKETING & COMMUNICATIONS			110,000	110,000	
01121	CATV OPERATIONS & VIDEO PRODUCTIONS	1,294,442	1,158,442	1,351,742	1,510,695	158,953
01115	INFORMATION SERVICES	60,475	1,598,488	1,686,554	1,785,861	99,307
01119	TECH INITIATIVE RECURRING COSTS	340,868	377,264	461,923	460,262	-1,661
01300	REAL ESTATE	700	2,150			
	<b>Department Total</b>	<b>1,776,637</b>	<b>3,890,915</b>	<b>4,000,219</b>	<b>3,866,818</b>	<b>-133,401</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	700	2,165			
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	532,759	244,406	160,000	196,415	36,415
	TRANSFERS	1,243,178	3,644,344	3,840,219	3,670,403	-169,816
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>1,776,637</b>	<b>3,890,915</b>	<b>4,000,219</b>	<b>3,866,818</b>	<b>-133,401</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **164 INFO SERVICES INTERNAL SERVICES FND**

Fund Manager: CYNTHIA A MULLAN

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

IN 1997, THE GENERAL FUND PROVIDED AN ADVANCE OF \$1.7 MILLION FOR THE FINANCING OF THE HUMAN RESOURCES / PAYROLL / BENEFITS ADMINISTRATION PROJECT. A MECHANISM TO RECOVER THE ADVANCE FROM ALL FUNDS OVER TEN YEARS WAS PUT INTO PLACE FOR 1998. THE REPAYMENT WAS COMPLETED IN 2007. FOR 2008 A NEW ACTIVITY HAS BEEN ESTABLISHED TO COLLECT REVENUE FROM DEPARTMENTS FOR ENTERPRISE-WIDE TECHNOLOGY IMPROVEMENTS.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>06</b>	<b>TECHNOLOGY AND COMMUNICATIONS</b>					
11100	INTEGRATED HR/PR/BA SYSTEM	161,959	161,584	170,000		-170,000
11105	ENTERPRISE TECHNOLOGY INITIATIVE				495,329	495,329
	<b>Department Total</b>	<b>161,959</b>	<b>161,584</b>	<b>170,000</b>	<b>495,329</b>	<b>325,329</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES					
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	161,959	161,584	170,000	495,329	325,329
	TRANSFERS					
	FUND BALANCES					
	<b>Total Financing by Object</b>	<b>161,959</b>	<b>161,584</b>	<b>170,000</b>	<b>495,329</b>	<b>325,329</b>

## City of Saint Paul

### Financing Plan by Department and Activity

Fund: **166 CABLE COMMUNICATIONS SPEC REV FUND**

Fund Manager: WILLIAM M REARDON

**Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:**

REVENUE ASSUMPTION: FRANCHISE FEES ARE FIVE PERCENT OF THE CABLE COMPANY'S GROSS REVENUES. BUDGET PROJECTIONS ARE BASED ON TRENDS AND EXPERIENCE, WITH INPUT FROM THE CABLE COMPANY. THE COMPANY ALSO PROVIDES CAPITAL GRANTS FOR PEG ACCESS AND I-NET PURPOSES PER THE FRANCHISE AND OTHER AGREEMENTS WITH THE CITY.

REVENUE ASSUMPTION: USERS OF THE INSTITUTIONAL NETWORK PAY A FEE TO USE THE NETWORK; THIS FEE IS SUPPLEMENTED BY FRANCHISE FEES TO COVER THE COSTS OF OPERATING AND DEVELOPING THE NETWORK.

REVENUE ASSUMPTION: THE CITY PROVIDES VIDEO COVERAGE FOR RAMSEY COUNTY BOARD MEETINGS. THE COUNTY PAYS FOR THIS SERVICE AND CONTRIBUTES TO EQUIPMENT EXPENSES RELATED TO THIS ACTIVITY.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
<b>06</b>	<b>TECHNOLOGY AND COMMUNICATIONS</b>					
31121	CATV IMPLEMENTATION/ANNUAL OPERATNS	1,965,628	2,099,017	2,624,115	2,088,500	-535,615
31123	I-NET	79,117	92,128	101,933	117,221	15,288
31124	COUNCIL CHAMBERS VID EQ REPLACEMENT				35,000	35,000
31125	PEG GRANTS	665,026	62,130	169,430	64,000	-105,430
	<b>Department Total</b>	<b>2,709,771</b>	<b>2,253,275</b>	<b>2,895,478</b>	<b>2,304,721</b>	<b>-590,757</b>
	<b><u>Financing by Major Object</u></b>					
	TAXES	1,798,266	1,938,046	1,950,000	2,100,000	150,000
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	98,079	105,710	113,933	129,721	15,788
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	813,426	209,519	268,300	75,000	-193,300
	TRANSFERS					
	FUND BALANCES			563,245		-563,245
	<b>Total Financing by Object</b>	<b>2,709,771</b>	<b>2,253,275</b>	<b>2,895,478</b>	<b>2,304,721</b>	<b>-590,757</b>

City of Saint Paul  
Financing Plan by Department and Activity

Fund: 626 CITY-WIDE DATA PROCESSING

Fund Manager: CYNTHIA A MULLAN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

CHARGES TO PUBLIC WORKS, LIEP, PED, THE LOCAL LAW ENFORCEMENT BLOCK GRANT, AND FLEET MANAGEMENT WILL BE USED TO SUPPORT SOME OF THE STAFF OF THE INFORMATION SERVICES DIVISION.

Department	Activity	2005 2nd Prior Exp. & Enc.	2006 Last Year Exp. & Enc.	2007 Adopted	2008 Council Adopted	Change from 2007
06	TECHNOLOGY AND COMMUNICATIONS					
31115	INFORMATION SERVICES (SPECIAL)	1,597,228	148,406	169,090	170,816	1,726
	Department Total	1,597,228	148,406	169,090	170,816	1,726
	Financing by Major Object					
	TAXES					
	LICENSES AND PERMITS					
	INTERGOVERNMENTAL REVENUE					
	FEES, SALES AND SERVICES	1,597,188	148,406	169,090	170,816	1,726
	ENTERPRISE AND UTILITY REVENUES					
	MISCELLANEOUS REVENUE	40				
	TRANSFERS					
	FUND BALANCES					
	Total Financing by Object	1,597,228	148,406	169,090	170,816	1,726



# **Personnel Reports**

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**GENERAL FUND**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
06	TECHNOLOGY AND COMMUNICATIONS					
0601	ADMINISTRATION DIVISION					
	01001 DIRECTOR'S OFFICE	4.0	3.8	3.8	1.8	-2.0
	01002 WEB SERVICES				2.0	2.0
	01005 GIS SERVICES				2.0	2.0
	01020 MARKETING & COMMUNICATIONS			1.0	1.0	0.0
	<b>Division Total</b>	<b>4.0</b>	<b>3.8</b>	<b>4.8</b>	<b>6.8</b>	<b>2.0</b>
0610	INFORMATION SERVICES					
	01115 INFORMATION SERVICES	41.9	60.7	66.5	65.7	-0.8
	<b>Division Total</b>	<b>41.9</b>	<b>60.7</b>	<b>66.5</b>	<b>65.7</b>	<b>-0.8</b>
	<b>Department Total</b>	<b>45.9</b>	<b>64.5</b>	<b>71.3</b>	<b>72.5</b>	<b>1.2</b>

**City of Saint Paul**  
**Personnel Summary by Fund, Department, Division and Activity**

**SPECIAL FUNDS**

Department	Activity	2005 Adopted FTE	2006 Adopted FTE	2007 Adopted FTE	2008 Council Adopted FTE	Change from 2007 Adopted
06	TECHNOLOGY AND COMMUNICATIONS					
0602	CABLE TV					
	31121 CATV IMPLEMENTATION/ANNUAL OPERATNS	7.5	8.0	8.0	5.9	-2.1
	31123 I-NET		0.2	0.2	0.2	0.0
	<b>Division Total</b>	<b>7.5</b>	<b>8.2</b>	<b>8.2</b>	<b>6.1</b>	<b>-2.1</b>
0610	INFORMATION SERVICES					
	31115 INFORMATION SERVICES (SPECIAL)	19.5	2.0	2.0	2.0	0.0
	<b>Division Total</b>	<b>19.5</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
	<b>Department Total</b>	<b>27.0</b>	<b>10.2</b>	<b>10.2</b>	<b>8.1</b>	<b>-2.1</b>



# **Appendices**

# Council Action Adopting the City Property Tax Levy

Substitute 12/12/2007

Council File #07-1190

Green Sheet # 3046938

## RESOLUTION

CITY OF SAINT PAUL, MINNESOTA

41

Presented By: Kathy Panty  
Referred To: \_\_\_\_\_ Committee: \_\_\_\_\_ Date: \_\_\_\_\_

## SUBSTITUTE RESOLUTION CITY OF SAINT PAUL, MINNESOTA

1 WHEREAS, the Mayor, pursuant to the City Charter has proposed and recommended the 2008 budgets for the City of Saint Paul, and  
2  
3 WHEREAS, the proposed 2008 General and General Debt Service budgets have been reviewed and approved or adjusted by the City  
4 Council, and  
5  
6 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,  
7 the Library Board has made, and  
8  
9 WHEREAS, the property tax levy needed to finance those budgets, with allowance for shrinkage, has been determined, and  
10  
11 WHEREAS, the Port Authority of the City of Saint Paul requested a property tax levy to finance economic development budgets under law  
12 of Minnesota, Chapters 469.053 subd 4, and 6,  
13  
14 NOW THEREFORE BE IT RESOLVED, the City Council in anticipation of adopting the General Fund, General Debt Service, and Library  
15 Agency budgets for the fiscal year 2008, and in accordance with section 11.04 of the City Charter, does hereby levy taxes on all taxable  
16 property within the Saint Paul corporate limits, to be collected in the amounts set forth below, and  
17  
18 BE IT FURTHER RESOLVED, the City Council requests the City Clerk to forward this resolution to the Ramsey County Department of  
19 Property Records and Revenue in accordance with the applicable provisions of the City Charter and other laws, and  
20  
21 BE IT FINALLY RESOLVED, the City Council requests the Office of Financial Services to complete and forward any state forms required  
22 identifying these adopted levies;

Description	Tax Levy Payable in 2007	Tax Levy Payable in 2008	% Change
City levy for city operations and shrinkage	48,976,109	57,398,942	17.20%
City levy for Debt Service and shrinkage	9,199,202	8,173,446	-11.15%
City levy for Library Agency operations and shrinkage	11,887,250	14,958,449	25.84%
City Levy for City Government	70,062,561	80,530,837	14.94%
City levy for Port Authority levy per Mn. Stat. 469.053	1,709,050	2,112,000	23.58%
Total Levy	71,771,611	82,642,837	15.15%

	Yes	Nays	Absent
Benav	✓		
Bostrom	✓		
Harris	✓	✓	
Helgen	✓		
Lantry	✓		
Montgomery	✓	✓	
Thune	✓	✓	0

Requested by Department of:

Office of the Mayor, Financial Services

By: Matt Smith, Director, Financial Services

Approval Recommended by Director of Financial Services

By: \_\_\_\_\_

Form Approved by City Attorney

By: \_\_\_\_\_

Approved by Mayor for Submission to Council

By: \_\_\_\_\_

Adopted by Council: Date 12/12/2007

Adoption Certified by Council Secretary

By: Mary Fairson

Approved by Mayor: Date

By: Chris K. Coleman

Prepared by the Saint Paul Office of Financial Services (G:\SHARED\BUDGET\2007\Council\Resolution City Tax Levy 12/12/07.xls 12/12/07)

# Council Action Adopting the City Budget (page 1)

Council File # 07-1191

Green Sheet # 3046937

## RESOLUTION

CITY OF SAINT PAUL, MINNESOTA

42

Presented By: Kathy Panty  
Referred To: \_\_\_\_\_ Date: \_\_\_\_\_

1 WHEREAS, the Mayor has proposed budgets for the City of Saint Paul for the fiscal year beginning January 1, 2008, in accordance with  
2 the City Charter and Chapter 56 of the Administrative Code; and  
3  
4 WHEREAS, the City Council, after publication of the notice in the newspaper on December 4, 2007, participated in a public hearing on  
5 December 11, 2007, on the Mayor's Proposed 2008 budgets, as required by the City Charter and applicable state and Federal laws; and  
6  
7 WHEREAS, the Council has revised the Mayor's proposed budgets as herein set forth; now therefore be it  
8  
9 RESOLVED, that in accordance with the procedures and requirements set forth in the City Charter and other laws applicable thereto,  
10 the Council of the City of Saint Paul does hereby adopt the 2008 budgets as proposed by the Mayor with such monetary changes, addition  
11 and deletions as are hereby adopted and which, along with total budgets, are set forth on the attachments to this resolution; and be it  
12  
13 FURTHER RESOLVED, that the expenditures in dollars as may be made by the several offices, departments, bureaus, and agencies of  
14 city government during the fiscal year 2008 shall be, and are hereby approved, and adoption of these budgets shall constitute  
15 appropriations of the money amounts as set at the department budget total in the General Fund budget, the project total in the Capital  
16 Improvements budget, and the fund budget total in all other cases.  
17  
18 FURTHER RESOLVED, that the estimated financing set forth in the 2008 adopted budgets is hereby approved; and be it  
19  
20 FURTHER RESOLVED, that the adoption of the 2008 budget for the Community Development Block Grant Fund (100) is a multi-year  
21 budget based on estimates for a grant which has a fiscal period that differs from the City's normal budget year (January 1 through  
22 December 31); the authority to implement this adopted multi-year budget commences only at the beginning of the grant period,  
23 and shall extend beyond December 31, 2008, through the end of the grant period and; during the year when the grant is accepted  
24 by the City Council, the budget will be amended to match the actual grant amount for the entire multi-year period; and be it  
25  
26 FURTHER RESOLVED, that the City Clerk is directed to publish the 2008 budget summary pursuant to Minnesota Statutes section  
27 471.6965 in the format prescribed by the Office of the State Auditor; and be it  
28  
29 FINALLY RESOLVED, that the Director of Financial Services is hereby authorized to prepare the final 2008 Budgets in accordance  
30 with the actions taken herein and to equalize, balance or set the final department revenue sources and department appropriations as  
31 necessary.

	Yes	Nays	Absent
Benav	✓		
Bostrom	✓		
Harris	✓		
Helgen	✓		
Lantry	✓		
Montgomery	✓		
Thune	✓		

Requested by Department of:

Office of the Mayor, Financial Services

By: Matt Smith, Director, Financial Services

Approval Recommended by Director of Financial Services

By: Stefan

Form Approved by City Attorney

By: Disa G. Keith

Approved by Mayor for Submission to Council

By: Chris K. Coleman

Adopted by Council: Date 12/12/2007

Adoption Certified by Council Secretary

By: Mary Fairson

Approved by Mayor: Date

By: Chris K. Coleman

Prepared by the Saint Paul Office of Financial Services (G:\SHARED\BUDGET\2007\Council\Resolution City Budget 12 13 06 end 12/01/06)

## Council Action Adopting the City Budget (page 2)

07-1191

2008 Adopted Budget Resolution Attachments General Fund			
Office of Financial Services Report date/time: 12/12/2007 3:30:00 PM City Council Meeting Page 1 of 4			
Mayor's Proposed Budget...	Spending	Financing	
General Fund	181,814,160	181,814,160	
Mayor's Budget Total	181,814,160	181,814,160	
Gap: Excess / (Shortfall)		0	
<b>Technical Changes to the Mayor's Budget...</b>			
City Attorney	Reduce Continuance For Dismissal financing to match projected collections	(75,000)	
Fire	Reduce Paramedic Fees financing to match projected collections	(1,500,000)	
Fire	Adjust Other Fire Revenues	100,000	
Fire	Reduce 2008 salary reserve based on revised 2008 pattern (one-time)	(75,000)	
General Government Accounts	Shift Spending for CHCH Renovations to Public Works Special Fund (255)	(722,568)	(722,568)
General Government Accounts	Increase Police Pension Aids financing to match projected collections		930,000
Non Department Financing	Reduce Franchise Fee (District Energy) financing to match projected collections		(80,000)
Non Department Financing	Increase Franchise Fee (Xcel) financing to match projected collections		250,000
Non Department Financing	Revise Interest Earnings financing estimate (to \$3,000,000)		(150,000)
Non Department Financing	Increase Downtown TIF District closeout proceeds based on revised County data (one-time)		650,000
Parks	Increase Park Permit financing and spending to match projected collections	30,000	30,000
Police	Reduce 2008 salary reserve based on revised 2008 pattern (one-time)	(305,000)	
Police	Increase spending for projected increase in fuel cost	110,000	
Public Works/Police	Reduce Parking and Moving Violations Fine financing to match projected collections		(300,000)
Budget After Technical Changes	180,851,592	180,946,592	
Gap: Excess / (Shortfall)		95,000	
<b>Policy Changes Proposed by the Mayor...</b>			
Parks	Restore spending to Wilder Rec Center operations	178,000	
Parks	Restore spending for Prosperity Rec Center operations	108,000	
Non Department Financing	Switch tax financing from City to Library (decrease general fund property tax financing)		(294,118)
Non Department Financing	Switch financing from City to Library to cover full cost of restored Library hours		(13,623)
Budget After Policy Changes	181,138,592	180,638,851	
Gap: Excess / (Shortfall)		(499,741)	
<b>Additional Policy Changes Proposed by the Mayor...</b>			
Non Department Financing	Recognize District Energy deferred franchise fee and loan repayments (\$656,000 in 2008; ongoing)		656,000
General Government Accounts	Establish General Contingency (one-time)	150,000	
Safety & Inspections	Reduce increase in liquor and restaurant fees to 12.5% (increase base collections)		Budget Neutral
Budget After Policy Changes	181,288,592	181,294,851	
Gap: Excess / (Shortfall)		6,259	
<b>Council Changes to the Proposed Budget</b>			
Safety & Inspections	DSI Financing - Reduce license fee incr. to 5% across the board (cover with prior year CIB funds & debt levy switch)	(194,000)	
Safety & Inspections	DSI financing - Administrative Fines	4,500	
Non Department Financing	Switch City tax financing for LGA with Library (decrease City property tax financing)	(2,519,845)	
Non Department Financing	Switch City tax financing for LGA with Library (increase City LGA)	2,519,845	
Non Department Financing	Adjust tax levy financing	428,843	
Non Department Financing	Increase in Cultural STAR interest transfer to general fund	3,000	
Non Department Financing	Increase estimate for interest earnings based on higher Sewer Fund cash balance	380,000	
Non Department Financing	Interest earnings from SWAP termination	94,000	
City Council	Increase transfer from HRA for Council Aid support services	29,322	
City Council	Reinstate spending for National Urban Fellow Program	30,000	
City Council	Add funding for position to provide centralized general support	68,800	
City Council	Move spending and financing to Council budget from HRA budget for travel expenditures	5,000	5,000
Public Works	Increase transfer from Solid Waste and Recycling Fund		75,000
General Government	Restore general fund spending for COPP creating base and include a 5% increase	99,500	
General Government	Add funding in Council contingency for liaison to District Councils (location TBD)	85,000	
General Government	Create Council contingency	408,781	
Fire	Use of PIA to add funding in Mayor's contingency to impl strategic plan (Use prior year CIB funds)	200,000	200,000
General Government	One-time increase for COPP (using PY balances from CIB and PIA)	245,171	110,328
Non Department Financing	Transfer fund 149 balance to HRA(\$2,442,283)	n/a	n/a
Total Budget (as adopted)	182,430,844	182,430,844	
Gap: Excess / (Shortfall)		0	

## Council Action Adopting the City Budget (page 3)

07-1191

2008 Adopted Budget Resolution Attachments Special Funds and Debt			
Office of Financial Services Report date/time: 12/12/2007 3:30:00 PM City Council Meeting Page 2 of 4			
Mayor's Proposed Budget...	Spending	Financing	
Special Funds	291,842,173	291,842,173	
Debt Service Funds	55,150,888	55,150,888	
Mayor's Budget Total	346,993,061	346,993,061	
Gap: Excess / (Shortfall)		0	
<b>Technical Changes to the Mayor's Budget...</b>			
City Attorney	Move Revenues among object codes to reflect current department practice		Budget Neutral
Debt	Adjust Pending CIB Bond Sale interest payment	(36,377)	
Debt	Adjust Pending Street Improvement Bond Sale interest payment	67,826	
Debt	Adjust Pending Western District Bond Sale	(440,968)	
Debt	Adjust Jimmy Lee Lease	(4,329)	
Debt	Adjust Subsequent Year (mostly due to reduction of CIB issue)	(312,891)	
Debt	Adjust fund balance to reflect subsequent year change (funds 960 & 963)		(312,891)
Debt	Adjust for 2008 squad car lease (Fund 967)	400,000	400,000
Debt	Adjust for 2005 squad car lease (Fund 967)		
Debt	Adjust for STAR bond debt payments (Fund 961)	1,695,573	1,695,573
Debt	Adjust financing estimate for Debt service interest earnings (funds 960 & 963)		(1,375)
Debt	Reflect Debt service contribution to fund balance (funds 960 & 963)		(397,371)
Debt	Fund 960: Finance part of RSVF from CIB bonds (via ROW, first \$250,000)		35,000
Fire	Fund 510 UASI Grant 2008	55,000	55,000
Human Resources	Revised spending, revenue estimates and use of fund balance (Fund 60)	(290,000)	(290,000)
Parks	Shift the cost of Showmobile operations from Special Services (Fund 325) to Operations (Fund 370)		Budget Neutral
Parks	Organizational shifts of spending and financing between recreation service areas		Budget Neutral
Police	Salary - NI Pattern-special funds portion of sworn officers		Budget Neutral
Police	Underage Compliance grant	2,700	2,700
Police	Stop Armed Gang Activity grant	359,658	359,658
Police	Secure our Schools grant	228,000	228,000
Police	St. Paul Police Foundation grant	75,000	75,000
Police	African American Immigrant & Muslim Healing grant	174,000	174,000
Police	2006 Homeland Security grant	102,650	102,650
Police	Breaking Free grant	23,500	23,500
Police	Central Corridor match funding-provided by Target Corp	1,500,000	1,500,000
Police	Crime Lab Backlog Reduction grant	95,000	95,000
Police	FLARE (First Light Awareness Response & Enlightenment) grant REDUCTION	(152,413)	(152,413)
Police	GREAT (Gang Resistance Education And Training) grant	85,653	85,653
Police	ICAC (Internet Crimes Against Children) grant	32,000	32,000
Police	JAG (Justice Assistance Grant) grants	158,752	158,752
Police	Juvenile Delinquency Prevention grant	60,000	60,000
Police	Port Security: 2006 Infrastructure Protection grant	2,958,200	2,958,200
Police	2006 Buffer Zone Protection Grant	179,550	179,550
Police	Peace Officer OI (GRID)	50,408	50,408
Police	Funding for Police Officer (State Grant)	63,332	63,332
Public Works	Move costs among multiple activities and funds to reflect actual expenditure patterns		Budget Neutral
Public Works	Increase spending to reflect budget for CHCH Renovations	722,568	722,568
Safety & Inspections	Funding for water resource coordinator	73,722	
Safety & Inspections	Reduce compensation budgets for several positions filled at lower-than-budgeted levels	(52,711)	
Safety & Inspections	Plan Review Fee revenue adjustment		21,011
Budget After Technical Changes	354,846,766	354,846,766	
Gap: Excess / (Shortfall)		0	
<b>Policy Changes Proposed by the Mayor...</b>			
None recommended			
Budget After Policy Changes	354,846,766	354,846,766	
Gap: Excess / (Shortfall)		0	

## Council Action Adopting the City Budget (page 4)

### 2008 Adopted Budget Resolution Attachments Special Funds and Debt

Office of Financial Services

Report date/time: 12/12/2007 3:30:00 PM City Council Meeting  
Page 3 of 4

Spending Financing

#### Council Changes to the Proposed Budget...

Debt	Transfer from CIB prior yr balances		328,843
Debt	Adjust tax financing to reflect same change in General Fund		(428,843)
Debt	Apply fund balance (see other fund balance entries)		982,246
Debt	adjust 2008 debt service to reflect additional 3.2 Jimmy Lee Lease	46,292	
Debt	Transfer from ROW for debt related to sidewalk maintenance	-	38,500
Debt	Reduce spending: \$300,000 transfer from HRA per administration recommendation		(300,000)
Debt	Adjust subsequent year		(574,454)
Debt	Transfer from ROW for debt related to sidewalk maintenance	38,500	38,500
Public Works	Reduce spending related to MCES infiltration surcharge (which will not apply for 2008)		
Public Works	Fund Energy Coordinator using a loan from the Sewer Fund		Budget Neutral
Public Works	Add transfer to General Fund from Solid Waste Fund for City-wide recycling	75,000	75,000
Public Works	Reduce spending related to internal loan with Sewer Utility; loan was paid off in 2007	(150,000)	(150,000)
Public Works	Add transfer to Capital accounts to reflect CHA and CHCH renovations	722,568	722,568
Public Works	Changed Solid Waste Financing by reducing planned assessments & recognizing increased grant revenue		Budget Neutral
Public Works	Add transfer to Capital accounts to reflect CHA and CHCH renovations	2,700,000	2,700,000
Total Budget (as adopted)		358,279,126	358,279,126

Gap: Excess / (Shortfall)

0

## Council Action Adopting the City Budget (page 5)

### 2008 Adopted Budget Resolution Attachments Capital Improvement Budget

Office of Financial Services

Report date/time: 12/12/2007 3:30:00 PM City Council Meeting  
Page 4 of 4

Spending Financing

#### Mayor's Proposed Budget...

Capital Improvement Budget	67,632,000	67,632,000
Mayor's Budget Total	67,632,000	67,632,000

Gap: Excess / (Shortfall)

0

#### Technical Changes to the Mayor's Budget...

Sewer Utility Fund	Sewer Tunnel Rehabilitation project	3,000,000	3,000,000
Sewer Utility Fund	Storm water Quality Improvements Program	400,000	400,000
Public Works Admin Fund	CHCH Renovations	722,568	722,568
Public Works Admin Fund	CHA Renovations (Floors 2-5)	2,700,000	2,700,000
ROW	Sidewalk Maintenance	474,932	474,932
Street Improvement Bonds	Sidewalk Maintenance	(675,000)	(675,000)
Neighborhood STAR	Revised projections for sales tax revenue		
Neighborhood STAR	Revised projections for Loan Payments		25,000
Neighborhood STAR	Revised projections for Interest Earnings		(22,000)
Neighborhood STAR	Revised Program Spending	19,427	12,000
Neighborhood STAR	Revised Econ Dev. Bond Debt Service	(4,427)	
RiverCentre	Revised projections for sales tax revenue		20,000
RiverCentre	Revised Program Spending	20,000	
Cultural STAR	Revised projections for sales tax revenue		5,000
Cultural STAR	Revised projections for Loan Payments		(200)
Cultural STAR	Revised projections for Interest Earnings		3,000
Cultural STAR	Revised Program Spending	4,800	
Cultural STAR	Revised Interest Transfer to GF	3,000	
Budget After Technical Changes		74,297,300	74,297,300

Gap: Excess / (Shortfall)

0

#### Policy Changes Proposed by the Mayor...

CDBG	Use \$100,000 of Arlington Merrick project for new W. 7th site review project	100,000	100,000
CDBG	Use \$50,000 of Arlington Merrick project for new Sunray site review project	50,000	50,000
CDBG	Use \$50,000 of Arlington Merrick project for new Highland site review project	50,000	50,000
CDBG	Use \$50,000 of Arlington Merrick project for new Hamline site review project	50,000	50,000
CDBG	Eliminate Arlington Merrick project from 2008 - project commenced in 2007	(349,000)	(349,000)
CDBG	Balance of \$349,000 CDBG Funds remaining available (\$99,000)		Place Holder
Budget After Technical Changes		74,198,300	74,198,300

Gap: Excess / (Shortfall)

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#### Council Changes to the Proposed Budget...

Capital Improvement Bonds	Sidewalk Maintenance Program (ROW Commercial group)	525,000	525,000
Capital Improvement Bonds	Use prior year balances to fund OTC - Data Center consolidation and upgrades	235,000	235,000
Capital Improvement Bonds	Use prior year balances to fund Wall Street Lights	59,000	59,000
Capital Improvement Bonds	Use prior year balances to replace loss of revenue from DSI license fees by way of debt service	194,000	194,000
Capital Improvement Bonds	Use prior year balances to increase COPP in the general fund by way of debt service	134,843	134,843
PIA	Transfer prior year balances to general fund for Fire Strategic Plan	200,000	200,000
PIA	Transfer prior year balances to general fund for COPP	24,913	24,913
PIA	Transfer prior year balances to Parks for Tree Planting	193,000	193,000
STAR	Use of prior year 2007 balances		1,868,259
Neighborhood STAR	Interest earnings from STAR Bonds		954,173
Neighborhood STAR	Increase revenue from loans and interest		15,000
Neighborhood STAR	Increase spending in year-round program using prior year funds and revised estimates	1,100,000	
Neighborhood STAR	Additional financing identified but unallocated	1,000,000	
Neighborhood STAR	Increase spending using prior year funds and revised estimates (Clinic payment to HRA)	300,000	
Neighborhood STAR	Increase spending in year-round program using prior year funds and revised estimates	437,432	
Capital Improvement Bonds	Use prior year balances to fund Tree Storm Damage project	193,000	193,000
Other Financing Source	Create budget for Fire Station 1 & 10 / Admin from loan proceeds (Fund 070)	1,000,000	1,000,000
Total Budget (as adopted)		79,794,488	79,794,488

Gap: Excess / (Shortfall)

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By this action, the City Council also adopts the five year capital improvement program recommended by the Mayor, complying with section 10.06 of the City Charter and further defined by sections 10.05 and 10.02 of the City Charter.

## Glossary

**Activity:** An activity 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.

**Activity Manager:** Each activity manager shares in the authorities and responsibilities of the fund manager outlined below. In addition, each activity manager's responsibilities include attaining the performance objectives assigned to their activity, approving spending payments and directing the day-to-day operations of their activity.

**Activity Number:** A five (5)-digit number which uniquely identifies the activity. The first digit indicates the fund type, while the second digit indicates the department.

### Fund type:

- 0 General Fund
- 1 Internal Service Funds
- 2 Enterprise Funds
- 3 Special Revenue Funds
- 4 Special Assessment Funds
- 5 Trust and Agency Funds
- 6 Permanent Improvement Revolving Funds
- 7,9 Bond Funds (includes Capital Improvement Bond Funds)
- 8 Debt Service Funds

### Department:

- 0 Administrative Units (includes: Affirmative Action, City Attorney, City Clerk, City Council, Financial Services, Human Resources, Human Rights, Labor Relations, License Inspections and Environmental Protection and Mayor)
- 1 Technology and Communications
- 2 Public Works
- 4 Police
- 5 Fire
- 6 Planning and Economic Development
- 9 General Government Accounts
- 11 Libraries
- 31 Parks
- 32 Public Health
- 33 License Inspections and Environmental Protection
- 99 Debt Service

For example, Risk Watch (35115) is a special revenue fund activity in the Department of Fire and Safety Services. Similarly, Director's Office (02000) is a general fund activity in the Public Works Department. See *Fund Number*.

**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.

**CMMS:** Acronym for Computerized Maintenance Management System.

**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 in the general fund. Each department has one or more divisions, which are responsible for one or more activities.

**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.

## Glossary – Continued

*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.

*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.

*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:* 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. The individual funds are organized by fund type. See *Fund Type*.

*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 Number:* A three-digit number which uniquely identifies the fund. For example, the general fund is fund number 001, 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*.

*HRPRBA or HRMS:* Acronym for human resources, payroll, benefits administration. This acronym once referred to the development of the city's automated system for human resources, payroll, and benefits administration.

*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*.

*LLEBG:* Acronym for local law enforcement block grant, which is a federal grant program.

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

## Glossary – Continued

*Object Code.* A four-digit code assigned to a specific type of receipt or expenditure. A major object 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 object codes.

*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 planning and economic development department.

*Performance Plan:* A fund manager's estimate of the service level desired by the mayor, city council, and residents of the city. Includes mission statement, objectives and performance indicators.

*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*.

*PIR:* Acronym for public improvement revolving (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.

*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.

## City of Saint Paul Budget Documents: General Description

The Mayor must propose to the City Council, by August 15 of each year, a complete financial plan for the next calendar year. After considering the Mayor's recommendations, the City Council must adopt the annual budget by December 20. The annual financial plan for the City of Saint Paul is composed of spending, financing and performance plans for three types of budgets: operating, debt service and capital improvements.

**Operating Budget:** The annual operating budget is a twelve-month financial plan that provides for the delivery of City services; support and planning for service delivery; routine maintenance; minor remodeling and repairs of existing structures; acquisition of vehicles, mobile, mechanical and office equipment; and other items having an estimated useful life of less than three years. The primary financing sources for the operating budget are property taxes, state aids, dedicated revenues, user charges and grants.

The operating budget accounts for financial resources through various funds. The general fund, which is the largest of the City's operating funds, supports basic City services such as public safety and recreation. Other operating funds, commonly referred to as special funds, include internal service funds, enterprise funds, special assessment funds, special revenue funds, trust and agency funds. The modified accrual basis of accounting is used to budget and account for financial resources in the majority of City funds. Under this method, expenditures generally are recognized when incurred and revenues are recognized when they become both measurable and available. Internal service and enterprise funds use the accrual basis of accounting, however, where expenses are recognized when incurred and revenues are recognized when earned.

**Debt Service Budget:** The annual debt service budget provides for the payment of interest and principal on short- and long-term general obligation debt. It also includes reserves for a part of the following year's debt service. Primary financing sources for debt service budgets are property taxes, transfers from other funds, interest earnings and dedicated revenues such as tax increments, special assessments to benefited properties and utility user fees. Debt service for revenue bonds is usually budgeted in a special fund budget.

**Capital Improvement Budget and Five Year Program:** The annual capital improvement budget and program include appropriations for all projects having an estimated useful life in excess of three years (other than the acquisition of office or mechanical equipment, or minor remodeling or repairs of existing structures). Projects are financed with general obligation or revenue bonds, aids, grants and special revenues received by the City for capital improvements, and all monies appropriated in the general fund and special fund budgets for capital projects. The capital improvement budget does not finance vehicles or mobile equipment.

Although the capital improvement budget and program are adopted annually, project selection and prioritization occurs on a biennial basis. A special citizen committee reviews project proposals submitted by civic organizations, neighborhood groups and City departments, and then develops project recommendations that serve as the basis for the Mayor's proposed capital budget. When the biennial budget is adopted by the City, the first year becomes law, while the second year serves as a guide for the following year's appropriations. The program covers a five-year period and sets forth the estimated schedule, details, projected costs and revenue sources of specific projects by year. The capital improvement budget and program are also part of a ten-year program developed by the City's planning commission to plan for the physical development or redevelopment of City-owned land, buildings and other improvements, as well as to induce the private development of housing and business facilities. Budget appropriations are multi-year in nature and remain until a project is either completed or canceled.

A resolution was passed in 2003 establishing a separate library board; therefore, the library budget is published by the Library Agency as a separate document and is no longer included in this publication.

### Budget Structure

Budgets are requested and approved at the activity level. Activities are aggregated into divisions in the general and special operating funds. Funds and divisions are then aggregated into departments or offices. Departments manage operating (general fund and special funds) budgets, debt service budgets and capital improvement budgets. Overall management of the general operating fund is the responsibility of the Director of the Office of Financial Services.