

**2021 Proposed Budget
Office of Human Resources**

Fiscal Summary

| | <u>2019 Actual</u> | <u>2020 Adopted</u> | <u>2021 Proposed</u> | <u>Change</u> | <u>% Change</u> | <u>2020 Adopted FTE</u> | <u>2021 Proposed FTE</u> |
|---------------------------|------------------------|-------------------------|--------------------------|------------------|-----------------|---------------------------------|----------------------------------|
| Spending | | | | | | | |
| 100: General Fund | 4,401,760 | 5,104,796 | 4,945,634 | (159,162) | -3.1% | 40.00 | 37.00 |
| 710: Central Service Fund | 3,191,471 | 4,913,720 | 4,913,570 | (150) | 0.0% | - | - |
| Total | 7,593,231 | 10,018,516 | 9,859,204 | (159,312) | -1.6% | 40.00 | 37.00 |
| Financing | | | | | | | |
| 100: General Fund | 365,651 | 316,100 | 266,100 | (50,000) | -15.8% | | |
| 710: Central Service Fund | 3,132,652 | 4,913,720 | 4,913,570 | (150) | 0.0% | | |
| Total | 3,498,303 | 5,229,820 | 5,179,670 | (50,150) | -1.0% | | |

Budget Changes Summary

The Human Resources 2021 General Fund budget includes the permanent reduction of three vacant FTEs: one HR Consultant I, one Payroll Specialist, and one Office Assistant II. It also includes a \$63,498 investment into training resources for staff professional development. Current service level adjustments reflecting an increase in salary and benefit costs are also included.

Revenue adjustments continue with planned technical changes for the spending and financing budgets for benefits administration.

Spending Reports

CITY OF SAINT PAUL
Spending Plan by Department

Department: HUMAN RESOURCES
Fund: CITY GENERAL FUND

Budget Year: 2021

| | 2018 Actuals | 2019 Actuals | 2020 Adopted | 2021 Mayor's Proposed | Change From 2020 Adopted |
|--|------------------|------------------|------------------|-----------------------------|--------------------------------|
| Spending by Major Account | | | | | |
| EMPLOYEE EXPENSE | 3,909,245 | 3,967,096 | 4,601,673 | 4,379,374 | (222,299) |
| SERVICES | 529,881 | 389,905 | 438,193 | 438,193 | |
| MATERIALS AND SUPPLIES | 60,808 | 40,441 | 60,699 | 124,197 | 63,498 |
| OTHER FINANCING USES | | 4,317 | 4,231 | 3,870 | (361) |
| Total Spending by Major Account | 4,499,934 | 4,401,760 | 5,104,796 | 4,945,634 | (159,162) |
| Spending by Accounting Unit | | | | | |
| 10014100 HUMAN RESOURCES | 4,499,934 | 4,401,760 | 5,104,796 | 4,945,634 | (159,162) |
| Total Spending by Accounting Unit | 4,499,934 | 4,401,760 | 5,104,796 | 4,945,634 | (159,162) |

CITY OF SAINT PAUL
Spending Plan by Department

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Department: HUMAN RESOURCES
Fund: CENTRAL SERVICE FUND

Budget Year: 2021

| | 2018 Actuals | 2019 Actuals | 2020 Adopted | 2021 Mayor's Proposed | Change From 2020 Adopted |
|--|-------------------------|-------------------------|-------------------------|--------------------------------------|---|
| Spending by Major Account | | | | | |
| EMPLOYEE EXPENSE | 2,460,847 | 2,199,403 | 3,289,000 | 3,289,000 | |
| SERVICES | 841,844 | 898,316 | 1,315,546 | 1,315,587 | 41 |
| MATERIALS AND SUPPLIES | 234 | 79,775 | | | |
| ADDITIONAL EXPENSES | 30,513 | 12,233 | 307,500 | 307,500 | |
| OTHER FINANCING USES | | 1,743 | 1,674 | 1,483 | (191) |
| Total Spending by Major Account | 3,333,438 | 3,191,471 | 4,913,720 | 4,913,570 | (150) |
| Spending by Accounting Unit | | | | | |
| 71014200 WORKERS COMPENSATION | 2,585,258 | 2,143,308 | 3,155,720 | 3,155,570 | (150) |
| 71014210 TORT CLAIMS | | | 10,000 | 10,000 | |
| 71014220 PROPERTY INSURANCE | 748,180 | 1,048,163 | 1,500,000 | 1,500,000 | |
| 71014230 FLEX SPEND ACCOUNT RESERVE | | | 248,000 | 248,000 | |
| Total Spending by Accounting Unit | 3,333,438 | 3,191,471 | 4,913,720 | 4,913,570 | (150) |

Financing Reports

CITY OF SAINT PAUL
Financing Plan by Department

Department: **HUMAN RESOURCES**
Fund: **CITY GENERAL FUND**

Budget Year: 2021

| | 2018 Actuals | 2019 Actuals | 2020 Adopted | 2021 Mayor's Proposed | Change From 2020 Adopted |
|---|-------------------------|-------------------------|-------------------------|--------------------------------------|---|
| Financing by Major Account | | | | | |
| CHARGES FOR SERVICES | 37,398 | 61 | | | |
| MISCELLANEOUS REVENUE | 5,673 | 90 | 600 | 600 | |
| OTHER FINANCING SOURCES | 415,000 | 365,500 | 315,500 | 265,500 | (50,000) |
| Total Financing by Major Account | 458,070 | 365,651 | 316,100 | 266,100 | (50,000) |
| Financing by Accounting Unit | | | | | |
| 10014100 HUMAN RESOURCES | 458,070 | 365,651 | 316,100 | 266,100 | (50,000) |
| Total Financing by Accounting Unit | 458,070 | 365,651 | 316,100 | 266,100 | (50,000) |

CITY OF SAINT PAUL
Financing Plan by Department

Department: **HUMAN RESOURCES**
Fund: **CENTRAL SERVICE FUND**

Budget Year: **2021**

| | 2018 Actuals | 2019 Actuals | 2020 Adopted | 2021 Mayor's Proposed | Change From 2020 Adopted |
|---|-------------------------|-------------------------|-------------------------|--------------------------------------|---|
| Financing by Major Account | | | | | |
| CHARGES FOR SERVICES | 1,353,212 | 2,121,559 | 4,054,720 | 3,554,720 | (500,000) |
| MISCELLANEOUS REVENUE | 470,749 | 1,011,093 | 849,000 | 848,850 | (150) |
| OTHER FINANCING SOURCES | | | 10,000 | 510,000 | 500,000 |
| Total Financing by Major Account | 1,823,961 | 3,132,652 | 4,913,720 | 4,913,570 | (150) |
| Financing by Accounting Unit | | | | | |
| 71014200 WORKERS COMPENSATION | 1,322,790 | 2,456,064 | 3,155,720 | 3,155,570 | (150) |
| 71014210 TORT CLAIMS | | | 10,000 | 10,000 | |
| 71014220 PROPERTY INSURANCE | 501,171 | 676,588 | 1,500,000 | 1,500,000 | |
| 71014230 FLEX SPEND ACCOUNT RESERVE | | | 248,000 | 248,000 | |
| Total Financing by Accounting Unit | 1,823,961 | 3,132,652 | 4,913,720 | 4,913,570 | (150) |