

2021 Proposed Budget
Office of Technology and Communications

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	11,870,690	12,200,188	12,516,429	316,241	2.6%	76.20	71.00
200: City Grants	-	50,000	-	(50,000)	-100%	-	-
211: General Government Special Projects	1,231,796	1,291,000	1,034,500	(256,500)	-19.9%	-	-
Total	13,102,485	13,541,188	13,550,929	9,741	0.1%	76.20	71.00
Financing							
100: General Fund	3,097,989	3,195,114	2,934,761	(260,353)	-8.1%		
200: City Grants	50,000	50,000	-	(50,000)	-		
211: General Government Special Projects	1,303,754	1,291,000	1,034,500	(256,500)	-19.9%		
Total	4,451,743	4,536,114	3,969,261	(566,853)	-12.5%		

Budget Changes Summary

The Office of Technology and Communications 2021 General Fund budget includes the permanent reduction of eight vacant FTEs. This includes seven full-time positions: two IS Systems Consultant IVs, two IS Systems Support Specialist IIIs, an IS Info/Technical Analyst IV, an IS Info/Technical Analyst II, and an IS Systems Consultant II, as well as two part-time positions: a Communication and Digital Media Manager (0.5 FTE) and a Capital City intern (0.5 FTE). It also shifts a part-time Project Manager IV (0.2 FTE) back to the Department of Safety and Inspections. In addition, three IS Systems Support Specialist III positions were added. These civilian positions replaced three sworn sergeant positions that managed technology needs for the Police Department. Savings were also accrued through administrative, technical training, and third-party technical support reductions. Current service level adjustments reflecting an increase in salary and benefit costs are also included. Lastly, an investment of \$667,984 was made in front-line, customer-facing technology solutions in 2021.

Revenue adjustments include an anticipated decrease in cable communication franchise fees due to the economic impacts of the COVID-19 pandemic.

Special fund changes include a reduction of \$256,500 in the Public, Educational, and Government Access revenue. The City of Saint Paul receives revenue from cable franchises for the five channels available to cable subscribers in Saint Paul. This revenue stream is anticipated to decrease as the use of cable TV continues to decline. In addition, a one-time \$50,000 CF Knight Foundation Grant was removed.

Spending Reports

CITY OF SAINT PAUL
Spending Plan by Department

Department: **TECHNOLOGY AND COMMUNICATIONS**
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	7,591,529	7,827,539	9,122,722	8,636,113	(486,608)
SERVICES	3,450,694	3,627,935	1,285,672	1,234,541	(51,131)
MATERIALS AND SUPPLIES	433,329	405,873	1,782,559	2,637,455	854,896
ADDITIONAL EXPENSES		346	200	200	
OTHER FINANCING USES		8,997	9,035	8,120	(915)
Total Spending by Major Account	11,475,551	11,870,690	12,200,188	12,516,429	316,242
Spending by Accounting Unit					
10016100 APPLICATION DEVELOPMENT & SUPPC	458,342	480,268	309,528	871,306	561,778
10016200 COMMUNICATIONS SECTION	136,423	113,714	62,834	11,757	(51,077)
10016300 TECHNOLOGY ADMINISTRATION	8,104,042	8,773,515	9,565,664	9,012,684	(552,980)
10016305 INFRASTRUCTURE AND OPERATIONS	2,427,068	2,132,122	2,100,810	2,491,108	390,298
10016320 TECHNOLOGY SERVICES NON CITY	217,673	220,384	6,791	(1)	(6,792)
10016400 MARKETING	132,003	150,686	154,561	129,575	(24,986)
Total Spending by Accounting Unit	11,475,551	11,870,690	12,200,188	12,516,429	316,242

**CITY OF SAINT PAUL
 Spending Plan by Department**

Department: TECHNOLOGY AND COMMUNICATIONS
 Fund: CITY GRANTS

Budget Year: 2021

	2018 Actuals	2019 Actuals	2020 Adopted	2021 Mayor's Proposed	Change From 2020 Adopted
Spending by Major Account					
SERVICES			50,000		(50,000)
Total Spending by Major Account			50,000		(50,000)
Spending by Accounting Unit					
20016315 TECHNOLOGY INITIATIVES GRANTS			50,000		(50,000)
Total Spending by Accounting Unit			50,000		(50,000)

CITY OF SAINT PAUL
Spending Plan by Department

Department: **TECHNOLOGY AND COMMUNICATIONS**
Fund: **GENERAL GOVT SPECIAL PROJECTS**

Budget Year: **2021**

	2018 Actuals	2019 Actuals	2020 Adopted	2021 Mayor's Proposed	Change From 2020 Adopted
Spending by Major Account					
SERVICES	1,132,859	966,188	1,194,000	965,750	(228,250)
MATERIALS AND SUPPLIES	6,180	127,608	97,000	68,750	(28,250)
CAPITAL OUTLAY	10,000				
OTHER FINANCING USES		138,000			
Total Spending by Major Account	1,149,038	1,231,796	1,291,000	1,034,500	(256,500)
Spending by Accounting Unit					
21116210 COUNCIL CHAMBER TECHNOLOGY	63,631	39,208	69,000	69,000	
21116215 PEG GRANTS	1,085,407	1,192,588	1,222,000	965,500	(256,500)
Total Spending by Accounting Unit	1,149,038	1,231,796	1,291,000	1,034,500	(256,500)

Financing Reports

CITY OF SAINT PAUL
Financing Plan by Department

Department: **TECHNOLOGY AND COMMUNICATIONS**
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					
TAXES	2,459,192	2,337,493	2,350,000	2,115,000	(235,000)
CHARGES FOR SERVICES	509,640	527,381	604,564	579,211	(25,353)
MISCELLANEOUS REVENUE	15,780	4,760	12,000	12,000	
OTHER FINANCING SOURCES	233,506	228,355	228,550	228,550	
Total Financing by Major Account	3,218,118	3,097,989	3,195,114	2,934,761	(260,353)
Financing by Accounting Unit					
10016200 COMMUNICATIONS SECTION	2,484,240	2,343,814	2,374,500	2,139,500	(235,000)
10016205 INSTITUTIONAL NETWORK			32,500	32,500	
10016300 TECHNOLOGY ADMINISTRATION	140,476	156,133	190,072	164,719	(25,353)
10016305 INFRASTRUCTURE AND OPERATIONS	593,403	598,042	598,042	598,042	
Total Financing by Accounting Unit	3,218,118	3,097,989	3,195,114	2,934,761	(260,353)

CITY OF SAINT PAUL
Financing Plan by Department

Department: **TECHNOLOGY AND COMMUNICATIONS**
Fund: **CITY GRANTS**

Budget Year: 2021

	2018 Actuals	2019 Actuals	2020 Adopted	2021 Mayor's Proposed	Change From 2020 Adopted
Financing by Major Account					
MISCELLANEOUS REVENUE		50,000			
OTHER FINANCING SOURCES			50,000		(50,000)
Total Financing by Major Account		50,000	50,000		(50,000)
Financing by Accounting Unit					
20016315 TECHNOLOGY INITIATIVES GRANTS		50,000	50,000		(50,000)
Total Financing by Accounting Unit		50,000	50,000		(50,000)

CITY OF SAINT PAUL
Financing Plan by Department

Department: TECHNOLOGY AND COMMUNICATIONS
Fund: GENERAL GOVT SPECIAL PROJECTS

Budget Year: 2021

	2018 Actuals	2019 Actuals	2020 Adopted	2021 Mayor's Proposed	Change From 2020 Adopted
Financing by Major Account					
MISCELLANEOUS REVENUE	942,191	1,165,754	1,203,500	1,034,500	(169,000)
OTHER FINANCING SOURCES		138,000	87,500		(87,500)
Total Financing by Major Account	942,191	1,303,754	1,291,000	1,034,500	(256,500)
Financing by Accounting Unit					
21116210 COUNCIL CHAMBER TECHNOLOGY	34,500	172,500	69,000	69,000	
21116215 PEG GRANTS	907,691	1,131,254	1,222,000	965,500	(256,500)
Total Financing by Accounting Unit	942,191	1,303,754	1,291,000	1,034,500	(256,500)