



2025 Enforcement Budget

St. Paul Police Department

Traffic Enforcement

Impaired Driving Enforcement	\$	388,700.00	3
Seat Belt Enforcement	\$	64,000.00	2
Speed Enforcement	\$	76,000.00	2
Distracted Enforcement	\$	86,500.00	2
Move Over Enforcement	\$	6,000.00	2
Pedestrian	\$	241,000.00	4
Subtotal	\$	862,200.00	

Enforcement Support



Dispatch & Admin Impaired:	\$	17,200.00	5
Dispatch & Admin Other:	\$	25,000.00	1
Subtotal	\$	42,200.00	

Optional Activities

Special Projects Enforcement or Education	Impaired		
Traffic Safety Equipment (50% match required)	\$ 30,500.00		6
Training	Other		7
	\$ 35,000.00	\$	65,500.00

Total Grant Award **\$ 969,900.00**

RE: TZD 2025-Budge

 Jeremy Ellison
 To  Renee Mannin
 Retention Policy Inbox and Inbo
 You replied to this message o

Hi Renee –

We are getting closer 😊

You have an extra \$5k under t 15k.

- 21 Training
- 22 Conference
- 23 Other training

After that change you will be r reimbursement for administra

H
Dispatch DWI Money
Training Money
Alcohol Equipment Money
Corrections Assistance
Administration DWI Money
Administration Other Mone
Equipment Funding (Requir

As I typed this I realized the 11 them. Unless that goes to the

Jeremy

From: Renee Manning <Renee...>
Sent: Thursday, September 26,
To: Jeremy Ellison <jeremy.elli...>
Subject: FW: TZD 2025-Budget-

Jeremy
 Thank you so much for the quic

I am still confused on the total Other. I am assuming the distr (requirement) is needed by the

Therefore, the following is how assuming is part of the Options you will spend it. We need the

Thanks again for your help!

Personnel
Sworn Overtime
Fringe
Pera
Medicare
Contracts
Maplewood Police
Mounds View Police

Personnel		
Sworn Overtime	595,459.50	
Admin Overtime	34,578.26	
	630,037.77	
Fringe		
Pera	111,516.68	
Fica	9,135.55	
	120,652.23	
Contracts		
Maplewood Police	26,428.00	
Mounds View Police	26,428.00	
New Brighton Police	26,428.00	
North Saint Paul Police	6,607.00	
Ramsey County Sheriff	33,035.00	
Roseville Police	26,428.00	
Saint Anthony Police	26,428.00	
White Bear Lake Police	26,428.00	
RC ECC Dispatch	1,000.00	
	199,210.00	
Equipment (under \$5k)		
PBT, tint meters, laser	5,000.00	
Training		
Other training	15,000.00	
TOTAL	969,900.00	
Unclassified	0.00	

New Brighton Police
North Saint Paul Police
Ramsey County Sheriff
Roseville Police
Saint Anthony Police
White Bear Lake Police
Equipment (under \$5k)
PBT, tint meters, laser
Training
Conference
Other training
SUBTOTAL
Unclassified

From: Jeremy Ellison <jeremy.ellison@minnstate.edu>
Sent: Wednesday, September 10, 2025, 10:05 AM
To: Renee Manning <Renee.Manning@minnstate.edu>
Subject: FW: TZD 2025-Budget

Hi Renee –

No worries. This is confusing a

The attachment you had is the

Originally I did not plan to purchase equipment in 2025 (v. i.e. July 2025? As far as what v. 2400...but I don't think we need

So that would require reducing

	A
	Budgeted Amounts for RCTSI Grant
1	
2	Impaired Driving Enforcement
3	Seatbelt Enforcement Money
4	Speed Money
5	Move Over Money
6	Distracted Driving Enforcement
7	Pedestrian-Bicycle Enforcement
8	Special Projects
9	Total Enforcement Money
10	
11	Dispatch DWI Money
12	Training Money
13	Alcohol Equipment Money
14	Corrections Assistance
15	Administration DWI Money
16	Administration Other Money
17	TZD Conference Reimbursement
18	Total Other Money
19	
20	Equipment Purchased
21	
22	
23	Total Grant Amount
24	

Training will all be local, no travel training. That's about it. Train

If my suggested change above

Let me know if you have any m

Jeremy

From: Renee Manning <Renee.Manning@pa.gov>
Sent: Wednesday, September 2, 2025, 10:58 AM
To: Jeremy Ellison <jeremy.ellison@pa.gov>
Subject: TZD 2025-Budget-St.Pa

Jeremy
I totally apologize but there are
attached.

Also:





1. Equipment
 - a. What are you purchasing?
 - b. Will 'each' be monthly?
 - c. Will you purchase them all at once?
 - d. What is the equipment?
2. Training
 - a. Will it be out of state?
 - b. Will it be 2024, 2025, or 2026?

Again, I know we talked about a

breakdown of TZD Grant 2024

line item	amount
DWI total	\$ 388,70
Seatbelt	\$ 48,00
Seatbelt	\$ 16,00
Speed	\$ 57,00
Speed	\$ 19,00
Move Over	\$ 6,00
Distracted Driving	\$ 86,50
Pedestrian	\$ 241,00
Special Projects	\$ 45,50
Dispatch/Admin	\$ 42,20
Training	\$ 20,00
equipment	\$
	\$ 969,90

St-Paul REVISED FINAL 8.30.24.xlsx


 Reply
  Reply All
  Forward

19
 20 sub-folders (6 months)
 on 9/26/2024 2:49 PM.

Expires 3/25/2025

Thu 9/26/2024

training. I was planning on 15k and you have a 15k and a 5k line. I would remove the conference expense line which will make the total training

	5,000.00	no
	15,000.00	yes

missing 42.2k. That 42.2k can get added into your Fringe & Salary because it is the admin + dispatch money. The admin will all be paid out as administrative tasks.

I	J
	\$ 1,000.00
	\$ 15,000.00
	\$ -
	\$ -
	\$ 16,200.00
pay	\$ 25,000.00
red 50% mat	\$ 5,000.00

for dispatch should probably end up being under contracts. We should do a contract with RC ECC for their dispatch services. That is money for RCSC? In which case we would just add to that contract. Make sense?

Manning@ci.stpaul.mn.us>
 2024 8:49 AM
son@ci.stpaul.mn.us>
 -St.Paul REVISED FINAL 8.30.24.xlsx

ack response.

equipment and which numbers below include it. The attached from the State indicates in Optional Activities two amounts labeled as Impaired Allocation. The contribution between what you want to do with this budget between training, equipment and overtime is up to you and no approval (except the equipment) from the State.

As I am seeing the budget in our finance system for a total grant in summary. As you see, I still need to determine where to budget the \$37,200. I need to know where you want budgeted? If the State doesn't control exactly how you use within the program, we can budget to how you use the full budget for the activity.

595,459.50	
105,396.33	
8,634.16	
26,428.00	
26,428.00	

26,428.00	
6,607.00	
33,035.00	
26,428.00	
26,428.00	
26,428.00	
5,000.00	
5,000.00	
15,000.00	
932,700.00	
37,200.00	
969,900.00	

ellison@ci.stpaul.mn.us>
 25, 2024 8:06 PM
anning@ci.stpaul.mn.us>
 :-St.Paul REVISED FINAL 8.30.24.xlsx

and I need to concentrate to keep it all straight...and still make mistakes 😊

correct budget from the State.

chase equipment in 2025 because we bought so much stuff with the other grant. If it's not too late to change that, I would like to have about 5k to which will come with a 2500 (50%) match requirement). If we don't end up using it, can we move it back to overtime for special projects at a later c we would buy, it will all be less expensive. I think PBTs are around 600 a piece, tint meters are 85 a piece, and if we did buy a laser it would be around any of those. We may also buy some car seats if we need them.

g another line item....if we take it out of training and reduce that to 15k?

	B	C
for the 2024-25 TZD grant		Budget
ent Money		\$ 388,700.00
y		\$ 64,000.00
		\$ 76,000.00
		\$ 6,000.00
ent Money		\$ 86,500.00
ient Money		\$ 241,000.00
		\$ 45,500.00
		\$ 907,700.00
		\$ 1,000.00
		\$ 15,000.00
		\$ -
		\$ -
		\$ 16,200.00
y		\$ 25,000.00
nent		\$ 5,000.00
		\$ 62,200.00
		\$ -
		\$ 969,900.00

vel. It will be paying for DMT recert (75.00/class @ bca) or DMT initial class which is around 475. Maybe a few other 100 classes for car seat technicianing will be in both 2024 and 2025.

to equipment is confusing or you don't want to do it, we can leave it as is and we will just not buy equipment with this years grant.

more q's or need anything. Appreciate you help with all this stuff. So glad you're back here!!

Manning@ci.stpaul.mn.us>
 5, 2024 3:49 PM
on@ci.stpaul.mn.us>
 iul REVISED FINAL 8.30.24.xlsx

so many copies of this stuff and Scotts budget folder is not clear on what is what. Will you confirm that the final budget is as shown below? Or is it the

urchasing?
 ore than \$10k (city capital) and will 'each' be more than \$5k (grant requirements)
 ise in 2024 or 2025?
 ipment budget, the \$45.5k below?

town or in town?
 2025 or both?

ill of this and I apologize, but the documents are all together and I need to confirm with my notes. Thanks so much!

4-25

time frame	
10.00	7 required sets of dates; 6 more optional; Yes
10.00	05.19.25 to 06.01.25
10.00	09.21.25 to 09.27.25
10.00	05.01.25 to 06.30.25
10.00	07.01.25 to 9.01.25
10.00	08.31.25 (optional)
10.00	04.01.25 to 04.30.25
10.00	enforcement only
10.00	\$ 907,700.00
10.00	admin/training
10.00	\$ 62,200.00
-	match is \$2500
0.00	TOTAL



2024 11:59 A

ng budget

Overtime

we pay

ind
ipment

I am
pect

L

late,
nd

ician

City of Saint Paul Financial Analysis

1	<u>File ID Number:</u>	RES PH 24 - 258		
2				
3	<u>Budget Affected:</u>	Operating Budget	Police Department	Special Fund
4				
5	<u>Total Amount of Transaction:</u>	113,291.00		
6				
7	<u>Funding Source:</u>	Grant		
8				
9		Appropriation already included in budget?	No	
10				
11	<u>Charter Citation:</u>	10.7.1		
12				

Fiscal Analysis

To amend the 2024 Grant Fund budget and add Activity for the Minnesota Department of Public Safety, Office of Traffic Safety 2025 Enforcement Program grant.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

GL Annual Budget					CURRENT		AMENDED
Company	und-Dept-Cost Cent	Account	Description		BUDGET	CHANGES	BUDGET
1	20023862	60105	FULL TIME CERTIFIED		192		192
1	20023862	60110	POLICE SWORN		95,785		95,785
1	20023862	60125	SHIFT DIFF			10,000	10,000
1	20023862	60180	OVERTIME POLICE SWORN		489,833	335,711	825,544
1	20023862	61010	MEDICARE REGULAR		8,492	(8,492)	(0)
1	20023862	61015	MEDICARE POLICE		-	13,360	13,360
1	20023862	61130	POLICE PENSION		103,654	59,421	163,075
1	20023862	61210	EMPLOYEE HEALTH INSURANCE		10,705		10,705
1	20023862	61550	INDIRECT FRINGES		-		-
1	20023862	63160	GENERAL PROFESSIONAL SERVICE		796,647	(500,000)	296,647
1	20023862	67505	OUT OF TOWN REGISTRATION FEE		35,600		35,600
1	20023862	67545	TRAVEL TRAINING AND DUES		5,000	6,581	11,581
1	20023862	70305	OFFICE EQUIPMENT		2,500	(2,500)	-
1	20023862	72220	LAW ENFORCEMENT SUPPLIES		280,000	-	280,000
1	20023862	74310	CITY CONTR TO OUTSIDE AGENCY G		126,408	199,210	325,618
TOTAL:					1,954,816	113,291	2,068,107

Financing Changes

(Action Accomplished)

GL Annual Budget					CURRENT		AMENDED
Company	und-Dept-Cost Cent	Account	Description		BUDGET	CHANGES	BUDGET
1	20023862	43001	FEDERAL GRANT STATE ADMIN		1,486,300	113,291	1,599,591
1	20023862	43401	STATE GRANTS		(100)	-	(100)
			USE OF FUND BALANCE		468,616		468,616
TOTAL:					1,954,816	113,291	2,068,107

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

(Action Accomplished)

Life to Date Activity Budget					CURRENT		AMENDED
Activity Group	Activity	Account Category	Description		BUDGET	CHANGES	BUDGET
G-POLICE	G2324656535147	60180	OVERTIME POLICE SWORN		-	630,038	630,038
G-POLICE	G2324656535147	61015	MEDICARE POLICE		-	9,135	9,135
G-POLICE	G2324656535147	61130	POLICE PENSION		-	111,517	111,517
G-POLICE	G2324656535147	72220	LAW ENFORCEMENT EQUIPMENT (UNDER 5K		-	5,000	5,000
G-POLICE	G2324656535147	67545	TRAVEL TRAINING AND DUES		-	15,000	15,000
G-POLICE	G2324656535147	74310	CITY CONTR TO OUTSIDE AGENCY G		-	199,210	199,210
TOTAL:					-	969,900	969,900

Financing Changes

(Action Accomplished)

Life to Date Activity Budget					CURRENT		AMENDED
Activity Group	Activity	Account Category	Description		BUDGET	CHANGES	BUDGET
G-POLICE	G2324656535147	43120	DOT MN DEPARTMENT OF SAFETY		-	969,900	969,900
TOTAL:					-	969,900	969,900

City of Saint Paul Financial Analysis Template Instructions

Purpose of the Fiscal Analysis Template:

- Provide summary information of the fiscal impact of financial resolutions that come before the Mayor and City Council
- Provide accurate accounting information (codes, and amounts) so that budget amendments can be reflected in the Infor system.
- Resolutions and administrative orders without this information will not be approved by OFS, and will be returned to the resolution drafter.

Financial Analysis Template

- Provide the requested information in the [Financial Analysis Template \(green tab\)](#) of this file. Pop-up windows will appear throughout the file to provide more details on what information is required.
- Complete the **top section** (line #s 1-27) of the Financial Analysis Template for any finance related resolutions, including:
 - Grants: applying for, accepting, and budgeting
 - Donations: soliciting, accepting, and budgeting
 - Budget amendments: both resolutions and administrative orders
 - All other resolutions with a financial impact
- Required fields are marked with red font or borders.
- **General Ledger (GL) - Annual Budget**
 - Complete the **General Ledger** section for all changes to the annual budget
 - Provide accurate **GL account codes**: Company, Accounting Unit (fund-department-cost center), Account
 - If you need help with GL codes, check the Chart of Accounts crosswalk on the intranet or contact Lori Lee x68822
 - This section is required for all changes to the budget via budget amendment or administrative order
- **Activity Ledger (AC) - Life to Date Activity Budget**
 - Complete the **Activity Ledger** section in addition to the GL section for changes to the following budgets:
 - Grants
 - Capital and Capital Bond Proceeds
 - STAR
 - TIF
 - HRA
 - Provide accurate **AC account codes**: Activity Group, Activity, Account Category
 - If you need help with AC codes, check the Chart of Accounts crosswalk on the intranet or contact Patty Germain x68807

Budget Reference Tabs

- The [Operating Budget Reference](#) and [CIB Budget Reference](#) pages (blue tabs) contain guidance on what kind of Mayoral and/or Council action is required for budget changes to the operating and capital budgets. Charter and administrative code citations for various financial resolutions are also provided.
- If you have questions about what is required to accomplish a particular financial action, please contact your budget analyst.

Police Grants - Accounting Unit 20023894 Activity G2315658034286

Account	CURRENT BUDGET	CHANGES	AMENDED BUDGET
Spending Changes			
67545 Travel Training Dues	2,500		2,500
71805 Equipment Parts and Supplies	20,500		20,500
72905 Add; Special Materials and Supplies	10,000		10,000
72910 Other Miscellaneous Supplies	10,000	10,000	20,000
76501 Equipment	20,000	10,000	30,000
TOTAL:	<u>63,000</u>	<u>20,000</u>	<u>83,000</u>
Financing Changes			
43101 Federal Grant State Administered	63,000	20,000	83,000
TOTAL:	<u>63,000</u>	<u>20,000</u>	<u>83,000</u>

G2316652034298

G2316652034298

Operating Budget Changes Procedures Guide

2/14/2014

Polic

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
1.) Recognize additional/unanticipated revenues (Ex. Outperforming revenues, outside donations, etc.)	Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize new revenue in the appropriate company and activity	C.C. 10.07.1
2.)	60180 Overtime - Sworn 61010 Medicare Regular		
	61130 Police Pension		
3.)	67530 Transportation 67535 Lodging		
	67540	Meals	

Operating Budget Changes Procedures Guide

2/14/2014

Polic

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
4.)	64705 Vehicle Rental 70525 Office Supplies Contract 70530 General Office Supplies 70130 Computer Supplies 70005 Communication Equipment 70010 Communication Supplies 72220 Law Enforcement Supplies 63370 Investigations 72905 Special Materials and Supplies		
5.) Allow appropriations to lapse (non-capital improvement dollars)	None	- No action required.	C.C. 10.08
For Lapse of appropriations - Capital improvements see City Charter 10.09.		-All non-encumbered appropriations will fall to fund balance at the end of the fiscal year.	
For guidance on budget change procedures for accomplished or abandoned projects, see the CIB Project and Budget Changes Procedures Guide, numbers 1, 2, and 6.		- All encumbered appropriations will be re-appropriated in the following fiscal year's budget for the same purposes	
6.) Enact Emergency Appropriation	Emergency is defined as "a sudden or unforeseen situation affecting life, health, property, or the public peace or welfare that requires immediate council action", C.C. 6.06 Emergency Ordinances Budget Amendment Resolution	- Resolution to appropriate emergency funds is adopted by unanimous affirmative vote by the council	C.C. 10.07.2 C.C. 6.06
7.) Reduction of Appropriations	Report by the Mayor of the estimated amount of the deficit Recommendation by the Mayor to the City Council of steps to be taken	- Resolution or other actions deemed necessary by Council to prevent or minimize any deficit	C.C. 10.07.3

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS) Periodic review by the CIB Committee	- Amend project financing and spending - Transfer excess appropriation to contingency when applicable	Administrative Code 57.09 (2) City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS) Periodic review by the CIB Committee	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation Mayor recommends via resolution Compliance with City Comprehensive Plan Public hearing	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
	CIB Committee review and recommendation		
a.) Financing source is new money	Mayor recommends via resolution	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan		City Charter 10.07.1
	Public hearing		
	All proposed uses of Contingency funds must first be reviewed by OFS		
b.) Financing source is contingency	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
	Public hearing		
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned -Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (4)
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above) 2) Add new project after capital improvement budget is adopted (see process above)	- Can accomplish both steps in one resolution	

<u>Departments</u> (Select Department)	<u>Affected Budgets</u> (Choose CIB or Operating)	<u>General vs. Special Fund</u> (Choose General, Special or Capital)	<u>Funding Source</u> (Select Funding Source)	<u>Already Appropriated?</u> (Yes or No?)	<u>Company</u> (Choose Company)
Multiple Departments			Transfer of Appropriations	Yes	1
City Attorney's Office	Both Operating and CIB Budgets	General Fund	Grant	No	3
City Council	Operating Budget	Special Fund	Donation		5
Emergency Management	CIB Budget	Capital	Multiple		8
Financial Services		Multiple Funds	Other		9
Fire and Safety Services					
General Government Accounts					
HRA					
Human Resources					
HREEO					
Mayor's Office					
Parks and Recreation					
PED					
Police Department					
Public Health					
Public Library Agency					
Public Works					
RiverCentre					
Safety and Inspections					
Technology and Communications					
Water Department					