



2025 Proposed Budget: Human Rights and Equal Economic Opportunity

Department Mission: The mission of the Department of Human Rights & Equal Economic Opportunity (HREEO) is to serve Saint Paul residents and businesses by advancing justice and equity through education, advocacy, and enforcement.

Learn More: stpaul.gov/HREEO

Department Facts

- **Total General Fund Budget:** \$4,382,035
- **Total Special Fund Budget:** \$123,654
- **Total FTEs:** 33.10

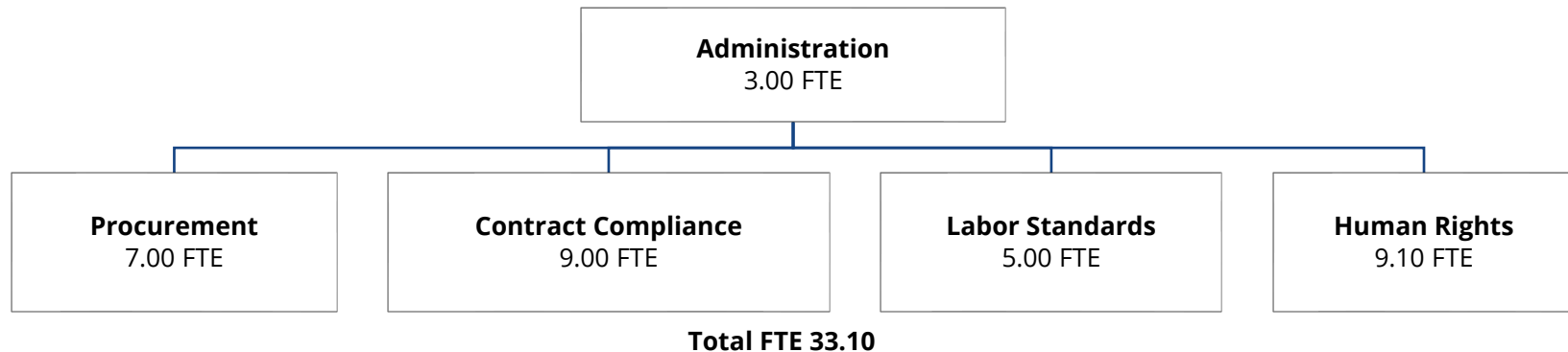
Department Goals

- Hiring, training, and retention.
- Continuous improvement, codifying standard operating procedures based on best practices, and achieving outcomes.
- Executing our core functions in service to the enterprise and the community.

Recent Accomplishments

- The **Procurement** division issued 104 solicitation events, executed 502 contracts, and issued a record 3,573 purchase orders.
- The **Contract Compliance** division reviewed and certified 297 vendor Affirmative Action Plans in 2023. More than 6,000 workers were reported on prevailing wage compliance payrolls totaling more than 1,000,000 construction hours. Small, Women, and/or Minority Business Enterprise (SWMBE) inclusion on projects required by the Vendor Outreach Program totaled 25.4 percent.
- The Section 3 Program seeks to strengthen the pipeline of the City's residents and business owners who are traditionally underutilized on public contracts because of social and economic barriers and increase access to City business opportunities. The City of St. Paul partnered to hold 13 business development workshops with 477 total participants.
- The **Human Rights Investigation Division** enforces the City of Saint Paul [Human Rights Ordinance, Chapter 183](#), which prohibits discrimination against [13 protected classes](#) in the areas of Employment, Real Property (Housing), Education, Public Accommodations, Public Services, Reprisal, Business, and Credit in Saint Paul, by investigating alleged acts of discrimination. Thirty-nine charges were investigated in 2023.
- The **Labor Standards Enforcement and Education Division** is responsible for the enforcement, outreach, and education of the City of Saint Paul's Earned Sick and Safe Time (ESST) and Minimum Wage Ordinances. In 2023, the division closed 19 cases and ordered \$27,850 in financial remedies.
- The **Accessibility** Division is working with city departments to create or update ADA transition plans that focus on reducing barriers to access facilities, programs, services, and information.

Human Rights and Equal Economic Opportunity Organizational Chart



Department Division Descriptions

Human Rights and Equal Economic Opportunity is managed by the HREEO Director and department support staff. It includes the following divisions:

- **Procurement:** The Procurement division (Contract & Analysis Services) provides buying, contracting, and surplus disposal services to the City of Saint Paul, Saint Paul Regional Water Services, and the Saint Paul Port Authority.
- **Contract Compliance:** The Contract Compliance and Business Development division ensures that the community can participate in the economic opportunities created by the City of Saint Paul. Contract Compliance is responsible for several compliance and business development functions including:
 - Assisting contractors doing business with the City of Saint Paul in meeting contract compliance obligations;
 - Assisting minority-owned, women-owned, small businesses and Section 3 businesses in learning about and seeking business opportunities with the City of Saint Paul, including training and capacity building;
 - Ensuring contractors doing business with the City of Saint Paul have an up-to-date and approved Affirmative Action / Equal Employment Opportunity plans; and,
 - Ensuring prevailing wage(s) and other labor standards requirements are met.
- **Labor Standards:** The Division of Labor Standards Enforcement and Education of Human Rights & Equal Economic Opportunity (HREEO) focuses solely on compliance with the City of Saint Paul's Earned Sick and Safe Time (ESST) and Minimum Wage Ordinances. The Division of Labor Standards Enforcement and Education works to ensure workers and business owners are aware of their rights and responsibilities established by these ordinances. The division is responsible for administering the ESST and Minimum Wage Ordinances, conducting community outreach and engagement, and resolving complaints.
- **Human Rights:** The Human Rights Investigation division is responsible for investigating complaints of discrimination that are alleged to have taken place within the geographic boundaries of the City of Saint Paul.

**2025 Proposed Budget
HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY**

Fiscal Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2024 Adopted Budget	FY 2025 Proposed Budget	Change From Prior Year	FY 2024 Adopted Budget FTE	FY 2025 Proposed Budget FTE
Spending							
100: CITY GENERAL FUND	2,817,210	3,879,270	4,299,844	4,382,035	82,190	30.58	32.58
200: CITY GRANTS	2,266	-	-	-	-	-	-
211: GENERAL GOVT SPECIAL PROJECTS	183,698	235,688	202,409	123,654	(78,754)	0.52	0.52
Total	3,003,174	4,114,958	4,502,253	4,505,689	3,436	31.10	33.10
Financing							
100: CITY GENERAL FUND	605,780	601,640	601,640	601,640	-		
200: CITY GRANTS	-	-	-	-	-		
211: GENERAL GOVT SPECIAL PROJECTS	270,859	235,688	202,409	123,654	(78,754)		
Total	876,638	837,328	804,049	725,294	(78,754)		

Budget Changes Summary

The Human Rights and Equal Economic Opportunity (HREEO) 2025 proposed General Fund budget includes the realignment of department budgets to add a Program Coordinator and a Compliance Specialist position, a reduction in materials and supplies budgets, and current service level adjustments resulting in an overall increase of \$82,190 and 2.00 FTE in the fund.

Special fund changes reflect current service level adjustments. In addition, the management of the Supplier Certification Program, a multi-city partnership, will be managed outside of the City of Saint Paul. This fund reflects the decrease of \$74,405 in spending and financing as a result of this shift.

100: General Fund

Human Rights and Equal Economic Opportunity

Current Service Level Adjustments

Current service level adjustments include inflationary increases due to salary and benefit costs, contract negotiations, adjustments to department contributions to citywide services such as telephone monthly charges, and other adjustments.

	Change from 2024 Adopted		
	Spending	Financing	FTE
Current service level adjustments	117,090	-	-
Subtotal:	117,090	-	-

Mayor's Proposed Changes

Budget realignment and General Fund budget reduction

The 2025 Mayor's proposed budget includes the realignment of department budgets to add 2.00 FTE, and an overall decrease in spending on materials and services.

	Change from 2024 Adopted		
	Spending	Financing	FTE
Addition of Program Coordinator and Compliance Specialist positions	-	-	2.00
Materials and supplies reduction	(34,900)	-	-
Subtotal:	(34,900)	-	2.00

Fund 100 Budget Changes Total**82,190 - 2.00**

200: City Grants

Human Rights and Equal Economic Opportunity

This fund included a grant for the Police Civilian Internal Affairs Review Commission.

Former PCIARC Grant Fund

In 2020 HREEO was awarded a Police Civilian Internal Affairs Review Commission (PCIARC) grant from the Saint Paul & Minnesota Foundation. No changes have been made to this budget in the 2025 proposed budget.

	Change from 2024 Adopted		
	Spending	Financing	FTE
Fund 200 Budget Changes Total	-	-	-

211: General Government Special Projects

Human Rights and Equal Economic Opportunity

This fund includes housing complaint investigations and equal employment opportunity investigations.

Current Service Level Adjustments

	Change from 2024 Adopted		
	Spending	Financing	FTE

Current service level adjustments include inflationary increases due to salary and benefit costs, contract negotiations, adjustments to department contributions to citywide services such as property insurance and telephone monthly charges, as well as other revenue and expense adjustments. In addition, the management of the Supplier Certification Program, a multi-city partnership will move from being managed by Saint Paul to an external vendor. This fund reflects the decrease in spending and financing as a result of this shift.

Current service level adjustments	(4,349)	(4,349)	-
Supplier certification program Shift	(74,405)	(74,405)	-
Subtotal:	(78,754)	(78,754)	-

Fund 211 Budget Changes Total

(78,754)	(78,754)	-
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**Human Rights and Equal Economic Opportunity
Spending Reports**

CITY OF SAINT PAUL
Spending Plan by Department

Department: HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY

Fund: CITY GENERAL FUND

Budget Year: 2025

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2024 Adopted Budget	FY 2025 Proposed Budget	Change From Prior Year
Spending by Major Account					
EMPLOYEE EXPENSE	2,561,200	3,435,833	3,856,578	4,189,148	332,569
SERVICES	84,027	74,285	74,285	143,974	69,689
MATERIALS AND SUPPLIES	117,271	72,523	72,523	48,913	(23,610)
PROGRAM EXPENSE	51,169	293,304	293,304	-	(293,304)
ADDITIONAL EXPENSES	600	-	-	-	-
OTHER FINANCING USES	2,943	3,325	3,154	-	(3,154)
Total Spending by Major Account	2,817,210	3,879,270	4,299,844	4,382,035	82,190
Spending by Accounting Unit					
10015100 - HREEO ADMINISTRATION	489,218	463,560	3,910,862	4,015,538	104,676
10015110 - LABOR STANDARDS	111,819	501,460	-	-	-
10015200 - CONTRACT COMPLIANCE	467,533	404,925	(2,796)	-	2,796
10015300 - PROCUREMENT CONTRACT ANALYSIS & SERVICES	775,750	859,091	2,687	-	(2,687)
10015400 - HUMAN RIGHTS	483,633	775,295	-	-	-
10015500 - HREEO SPECIAL PROJECTS	60,823	-	-	-	-
10015600 - PCIARC	10,657	122,324	-	-	-
10015700 - MINORITY BUSINESS DEVELOPMENT	417,778	752,615	389,092	366,497	(22,595)
Total Spending by Accounting Unit	2,817,210	3,879,270	4,299,844	4,382,035	82,190

CITY OF SAINT PAUL
Spending Plan by Department

Department: HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY

Fund: CITY GRANTS

Budget Year: 2025

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2024 Adopted Budget	FY 2025 Proposed Budget	Change From Prior Year
Spending by Major Account					
SERVICES	2,266	-	-	-	-
Total Spending by Major Account	2,266	-	-	-	-
Spending by Accounting Unit					
20015100 - PCIARC GRANTS	2,266	-	-	-	-
Total Spending by Accounting Unit	2,266	-	-	-	-

CITY OF SAINT PAUL
Spending Plan by Department

Department: HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY

Fund: GENERAL GOVT SPECIAL PROJECTS

Budget Year: 2025

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2024 Adopted Budget	FY 2025 Proposed Budget	Change From Prior Year
Spending by Major Account					
EMPLOYEE EXPENSE	142,424	206,182	66,462	71,734	5,272
SERVICES	40,588	20,700	127,293	51,771	(75,522)
MATERIALS AND SUPPLIES	384	8,634	8,465	150	(8,315)
OTHER FINANCING USES	303	172	189	-	(189)
Total Spending by Major Account	183,698	235,688	202,409	123,654	(78,754)
Spending by Accounting Unit					
21115220 - CERT PROGRAM	98,559	127,739	74,405	-	(74,405)
21115230 - SECTION 3 COLLABORATIVE	27,351	35,595	47,274	43,333	(3,941)
21115405 - EQUAL EMPLOYMENT OPPORTUNITY	26,568	33,064	17,390	16,982	(408)
21115410 - HUD WORKSHARE AGREEMENT	31,220	39,290	63,340	63,340	0
Total Spending by Accounting Unit	183,698	235,688	202,409	123,654	(78,754)

**Human Rights and Equal Economic Opportunity
Financing Reports**

CITY OF SAINT PAUL
Financing Plan by Department

Department: HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY
Fund: CITY GENERAL FUND

Budget Year: 2025

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2024 Adopted Budget	FY 2025 Proposed Budget	Change From Prior Year
Financing by Major Account					
CHARGES FOR SERVICES	62,814	61,674	61,674	61,674	-
MISCELLANEOUS REVENUE	3,000	-	-	-	-
OTHER FINANCING SOURCES	539,966	539,966	539,966	539,966	-
Total Financing by Major Account	605,780	601,640	601,640	601,640	-
Financing by Accounting Unit					
10015300 - PROCUREMENT CONTRACT ANALYSIS & SERVICES	11,322	42,674	42,674	42,674	-
10015400 - HUMAN RIGHTS	22,650	19,000	19,000	19,000	-
10015500 - HREEO SPECIAL PROJECTS	28,842	-	-	-	-
10015700 - MINORITY BUSINESS DEVELOPMENT	539,966	539,966	539,966	539,966	-
10015800 - HREEO CENSUS FUNDING	3,000	-	-	-	-
Total Financing by Accounting Unit	605,780	601,640	601,640	601,640	-

CITY OF SAINT PAUL
Financing Plan by Department

Department: HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY
Fund: GENERAL GOVT SPECIAL PROJECTS

Budget Year: 2025

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2024 Adopted Budget	FY 2025 Proposed Budget	Change From Prior Year
Financing by Major Account					
INTERGOVERNMENTAL REVENUE	6,600	72,354	80,730	80,322	(408)
CHARGES FOR SERVICES	264,259	160,739	107,405	33,000	(74,405)
OTHER FINANCING SOURCES	-	2,595	14,274	10,333	(3,941)
Total Financing by Major Account	270,859	235,688	202,409	123,654	(78,754)
Financing by Accounting Unit					
21115220 - CERT PROGRAM	186,559	127,739	74,405	-	(74,405)
21115230 - SECTION 3 COLLABORATIVE	60,500	35,595	47,274	43,333	(3,941)
21115405 - EQUAL EMPLOYMENT OPPORTUNITY	23,800	33,064	17,390	16,982	(408)
21115410 - HUD WORKSHARE AGREEMENT	-	39,290	63,340	63,340	-
Total Financing by Accounting Unit	270,859	235,688	202,409	123,654	(78,754)